



Audit & Business Committee

**October 7, 2021
Roaden University Center, Room 282**

AGENDA

- I. Call to Order
- II. Approval of Minutes
- III. Financial Update
- IV. Disclosed Project FY2021-22
- V. Approval of Capital Budget FY2022-23 Outlay Revision
- VI. Update Capital Budget Maintenance FY2022-23
- VII. Anticipated Disclosed Projects FY2022-23
- VIII. Performance Evaluation and Performance-Based Compensation Analysis
- IX. Edmonds Estate Quasi-Endowment
- X. Tenure Upon Appointment Recommendation
- XI. Adjournment of Open Session and Call to Order of Non-Public Executive Session to Discuss Audits, Investigations, Litigation, and Matters Deemed Not Subject to Public Inspection Pursuant to T.C.A. § 4-35-108(b)(1)-(3)
- XII. Adjournment



**Board of Trustees Meeting
Audit & Business Committee
June 24, 2021
Roaden University Center Room 282
MINUTES**

AGENDA ITEM 1—Call to Order

The Tennessee Tech Board of Trustees Audit & Business Committee met on June 24, 2021 in Roaden University Center Room 282. Chair Johnny Stites called the meeting to order at 9:43 a.m.

Chair Stites asked Mr. Lee Wray, Secretary, to call the roll. The following members were present:

- Johnny Stites
- Sally Pardue
- Thomas Lynn

Other board members were also in attendance. A quorum was physically present. Tennessee Tech faculty, staff and members of the public were also in attendance.

AGENDA ITEM 2—Approval of Minutes

Chair Stites asked for approval of the minutes of the March 11, 2021 Audit & Business Committee meeting. Chair Stites asked if there were questions or comments regarding the minutes. There being none, Mr. Lynn moved to recommend approval of the March 11, 2021 Audit & Business Committee minutes. Dr. Pardue seconded the motion. Mr. Wray called a roll call vote. The motion carried unanimously.

AGENDA ITEM 3— FY2020-21 Estimated & FY2021-22 Proposed Budgets

Dr. Stinson presented information on the reconciliation of changes in E & G revenues, reconciliation of change in expenses and reconciliation of change in natural expenses (Attachment A-F). Mr. Lynn asked if the four percent salary increase was from the state. Dr. Stinson advised the state gives us 55% and the university uses the formula outcomes to fund the other 45%.

Dr. Pardue moved to send the FY2020-21 Estimated and FY2021-22 Proposed budgets to the Board for approval and to place it on the Board's regular agenda. Mr. Lynn seconded the motion. Mr. Wray took a roll call vote. The motion carried unanimously.

AGENDA ITEM 4—Disclosed Projects FY2021-22

Dr. Stinson stated disclosed projects are university funded. The state does not allow athletics facilities to be submitted for state funding. The Hooper Eblen Center Restroom upgrade with a project cost of \$500,000 will bring the restrooms up to present day codes, replace fixtures, finishes and equipment. The New Hall South HVAC upgrade has a project cost of \$880,000. The project will upgrade existing fan coil units so they can operate in dehumidification mode which will include controls and control valve upgrades with wireless DDC controls.

Mr. Lynn moved to send the FY2021-22 Disclosed Projects for the Hooper Eblen Center restroom upgrades and New Hall South HVAC upgrades to the Board for approval and to place it on the Board's regular agenda. Dr. Pardue seconded the motion. Mr. Wray took a roll call vote. The motion carried unanimously.

AGENDA ITEM 5—Capital Budget FY2022-23

Dr. Stinson advised the state would not be considering new construction projects this year for capital outlay but what they expected were renovation and demolitions. The Capital Outlay request is the complete renovation of Johnson Hall, demolition of Foster Hall with relocation and upgrade of associated utilities and underground infrastructure. The estimated project cost is \$20,000,000. The Capital Maintenance projects request for state funding is: Craft Center HVAC upgrades \$1,140,000, Craft Center generator and fire pump upgrades \$500,000, Foundation Hall upgrades \$6,000,000, Roaden University Center HVAC upgrades \$500,000, elevator upgrades \$750,000 and stormwater system repairs \$500,000.

Trustee Jones asked if the state could pick and choose the projects. Dr. Stinson advised we are asked to submit in order of priority. If the state does not fund the full requested amount we have flexibility and can alter our list.

Dr. Pardue moved to send the FY2022-23 Capital Budget to the Board for approval and to place it on the Board's regular agenda. Mr. Lynn seconded the motion. Mr. Wray took a roll call vote. The motion carried unanimously.

AGENDA ITEM 6—Maintenance & Mandatory Fees

Dr. Oldham stated we want to make our tuition as transparent as possible and this proposal is another step in that direction. Currently with course fees the cost can vary based on the courses taken and is hard to predict. We are wanting to collapse a portion of those fees to help with transparency and predictability. Mandatory fees are controlled by THEC and Non-Mandatory Fees are controlled by TTU Board of Trustees. THEC is allowing up to a two percent tuition increase this year. Dr. Oldham said the increase in tuition will offset the reduction in the course fees. Dr. Stinson reminded trustees that T.C.A 49-7-1603 requires the university to consider the mandatory factors: level of state support, total cost of attendance and efforts to mitigate the financial effect on students. Additional factors adopted by TTU

Board of Trustees is the THEC tuition range, comparison to peer institutions and other LGIs and the Higher Education Price Index.

The proposed fee increase is a 1.78% overall increase in maintenance and mandatory fees. The proposed maintenance fee (flat-rate) increase is 1.99% and the proposed mandatory fee increase is .31%. The proposed graduate maintenance fee increase is 1.95%, this is not controlled by THEC.

Dr. Stinson advised the proposed mandatory fee increase in the program service fee is to increase from \$639 per semester to \$641 per semester. The student mental health component proposed increase from \$3.00 a semester to \$5.00 a semester. The fee increase was proposed by the Student Government Association. The fee will be used to add psychiatric services as a part of counseling center services. Patricia Smith, Director of Counseling Center, spoke on the increase of students utilizing the counseling services and the benefit of having a psychiatric nurse practitioner available through campus.

Dr. Pardue moved to send the FY2021-22 Maintenance and Mandatory fees recommendation for approval and to place it on the Board's regular agenda. Mr. Lynn seconded the motion. Mr. Wray took a roll call vote. The motion carried unanimously.

AGENDA ITEM 7—Non-Mandatory Fees

Dr. Stinson advised the proposal was to modify the specialized academic course fees for Engineering, Business, Nursing and Education Ready-to-Teach and to collapse the Education (general), Agriculture and Human Ecology, Arts and Sciences and Fine Arts. The fee will be assessed each semester at a flat-rate per major rather than per course. The students will pay a smaller amount each semester rather than have a large increase in fees at their junior and senior years. The proposed per semester cost is shown in Attachment G.

Dr. Pardue moved to send the non-mandatory specialized academic course fee structure to the Board for approval and to place it on the Board's regular agenda. Mr. Lynn seconded the motion. Mr. Wray took a roll call vote. The motion carried unanimously.

AGENDA ITEM 8—Emeritus President Contract

Dr. Stinson stated that Dr. Robert Bell had a President Emeritus Contract with the university. The State of TN law required the contract to be reviewed annually by the Audit & Business Committee and the Board of Trustees. A report for Dr. Bell and what he accomplished the past year along with a copy of his agreement was provided in Diligent.

Mr. Lynn moved to send the 2021-22 President Emeritus contract to the Board for approval and to place it on the Board's consent agenda. Dr. Pardue seconded the motion. Mr. Wray took a roll call vote. The motion carried unanimously.

AGENDA ITEM 9—TTU Policy 131 (Preventing and Reporting Fraud, Waste or Abuse)

Deanna Metts stated every four years or earlier if necessary the policy is to be reviewed. There are three changes being proposed along with some formatting corrections. A tracked and clean version of the policy was provided in Diligent.

Dr. Pardue moved to send TTU Policy 131 (Preventing and Reporting Fraud, Waste, or Abuse) as presented to the Board for approval and to place it on the Board's consent agenda. Mr. Lynn seconded the motion. Mr. Wray took a roll call vote. The motion carried unanimously.

AGENDA ITEM 10 —Audit Committee Charter

Deanna Metts advised per the Audit Committee Charter, a review of the charter by the Audit & Business Committee is required every four years. There were no recommended changes therefore this was an informational item and no action was necessary.

AGENDA ITEM 11 —Faculty Promotions

Dr. Bruce stated the details of the faculty promotions were provided in Diligent. Twenty-six faculty members was awarded promotion by the President beginning August 2021. This accounts for approximately six percent of full-time faculty. The promotions included five from Lecturer to Senior Lecturer, 12 from Assistant to Associate Professor and nine from Associate to Professor.

This was an informational item therefore no action was required.

AGENDA ITEM 12— Tenure Recommendations

Dr. Bruce advised a list of candidates were available in Diligent. Eleven faculty members are being recommended for tenure beginning August 2021 by the President. If the recommendations are approved by the Board the percentage of tenured faculty members in Fall 2021 will be 59%.

Dr. Pardue moved to send the tenure recommendations to the Board for approval and to place it on the Board's consent agenda. Mr. Lynn seconded the motion. Mr. Wray took a roll call vote. The motion passed unanimously.

AGENDA ITEM 13 —Adjournment of Open Session & Call to Order of Non-Public Executive Session

There being no further business, the meeting adjourned at 11:27 a.m. After a short break, the Non-Public Executive Session began at 11:34 a.m. Trustees and Administration were present for the meeting.

AGENDA ITEM 14—Adjournment

There being no further business, the Non-Public Executive Session adjourned at 12:33 p.m.

Approved,

Lee Wray, Secretary

Attachment A

Reconciliation of Changes in E&G revenues

	October Revised Budget FY2020-21	Current Estimate FY2020-21	Difference	July Proposed Budget FY2021-22	Difference
Tuition & Fees	\$97,464,900	\$98,752,800	\$1,287,900	\$98,296,000	(\$456,800)
State Approp.	\$60,227,700	\$60,227,700	\$0	\$63,514,400	\$3,286,700
Other	\$10,743,400	\$11,355,100	\$611,700	\$11,758,700	\$403,600
Total E&G	\$168,436,000	\$170,335,600	\$1,899,600	\$173,569,100	\$3,233,500



Attachment B

E&G Revenues Reconciliation of Difference

Revised vs. Current Estimate

- Tuition and Fees
 - Conservative estimate in enrollment driven maintenance and fees \$1,287,900
- Other
 - Increase in sales and services revenue \$611,700

Child Development Lab	\$233,377
Athletics	\$305,420
Traffic Fines	\$ 66,250

Current Estimate vs. Proposed

- Tuition and Fees
 - Reduction in E-Campus (\$495,500)
 - Out-of-state increase \$280,000
 - SACF and mandatory fee decline (\$236,280)
- State Appropriations
 - Outcomes adj. (\$430,900)
 - Share of new funding \$1,768,800
 - Matching Cybersecurity Grant (\$500,000)
 - Insurance adjustment \$343,600
 - Salary Pool \$2,105,200



Attachment C

Change in Expenses

	October Revised Budget FY2020-21	Current Estimate FY2020-21	Difference	July Proposed Budget FY2021-22	Difference
Instruction	\$85,825,800	\$83,072,400	(\$2,753,400)	\$77,398,100	(\$5,674,300)
Research	\$4,354,200	\$4,476,000	\$121,800	\$1,984,500	(\$2,491,500)
Public Service	\$2,285,600	\$2,437,200	\$151,600	\$2,014,100	(\$423,100)
Academic Support	\$14,093,200	\$14,463,900	\$370,700	\$13,049,300	(\$1,414,600)
Student Services	\$21,884,500	\$22,504,600	\$620,100	\$21,290,300	(\$1,214,300)
Institutional Support	\$17,974,000	\$18,440,100	\$466,100	\$18,218,200	(\$221,900)
Maint. & Oper.	\$16,154,100	\$16,389,500	\$235,400	\$15,514,700	(\$874,800)
Scholarship	\$15,698,400	\$15,697,100	(\$1,300)	\$16,194,300	\$497,200
Total E&G	\$178,269,800	\$177,480,800	(\$789,000)	\$165,663,500	(\$11,817,300)



Attachment D

Reconciliation of Change in Expenses

Revised vs. Current Estimate

- Instruction
 - Reallocate Multi-year Strategic Funds to Transfer account (\$3,000,000)
 - \$1,000 Spring Bonus \$585,000
- Research
 - \$1,000 Spring Bonus \$91,000
 - Director of Research Position \$120,504
- Public Service
 - \$1,000 Spring Bonus \$12,000
 - Child Development Lab \$100,108
- Academic Support
 - TAF increase due to conservative fall budget \$251,500
 - \$1,000 Spring Bonus \$152,000
- Student Services
 - \$1,000 Spring Bonus \$ 201,000
 - Athletics \$105,449
 - CAD & RMS Software (Police) \$96,020
 - Unfreeze VP of Student Affairs \$167,000
- Institutional Support/Maint. & Oper.
 - \$1,000 Spring Bonus \$215,000
 - Fringe benefits & reclasses \$343,365
 - Add fund for COVID expenses \$200,000

Current Estimate vs. Proposed

- Faculty promotions \$150,346
- One-time carryforward removed
 - Instruction (\$9,711,228)
 - Research (\$1,772,206)
 - Academic Support (\$911,931)
 - Public Service (\$188,478)
 - Student Services (\$932,082)
 - Institutional Support (\$120,029)
 - Plant (\$1,096,203)
- Institutional Support – increase health insurance \$343,600
- Student Services – Police \$14,000; Campus Logic \$104,960
- Research – CEROC (\$500,000)
- Plant – increase utilities \$213,500; Project Design Manager \$109,329
- Unfreeze Positions \$323,176
- Salary increase 4% plus fringe benefits - \$3,699,500



Attachment E

Change in Natural Expenses

	October Revised Budget FY2020-21	Current Estimate FY2020-21	Difference	July Proposed Budget FY2021-22	Difference
Salary and Wages	\$78,360,800	\$81,195,200	\$2,834,400	\$81,849,100	\$653,900
Fringe Benefits	\$35,520,300	\$35,921,000	\$400,700	\$36,609,900	\$688,900
Travel	\$1,652,400	\$1,664,500	\$12,100	\$1,638,900	(\$25,600)
Operating & Utilities	\$45,806,800	\$41,372,800	(\$4,434,000)	\$29,039,800	(\$12,333,000)
Scholarships & Fellowships	\$15,698,400	\$15,697,100	(\$1,300)	\$16,194,300	\$497,200
Capital	\$1,231,100	\$1,630,200	\$399,100	\$331,500	(\$1,298,700)
Total E&G	\$178,269,800	\$177,480,800	(\$789,000)	\$165,663,500	(\$11,817,300)



Attachment F

Reconciliation of Change in Natural Expenses

Revised vs Current Estimate

- Salary and Wages
 - Lapse Strategic Investment Pool - (\$1,041,590)
 - \$1,000 Spring Bonus \$1,256,000
 - Units transferring operating dollars to salary
 - \$276,000 – Summer Pay
 - \$391,000 – Adjuncts
 - \$1,178,796 - GA's, and
 - \$335,000 -Temporary Labor
- Benefits
 - Increase budget for benefits related to bonus \$376,000
- Operating & Utilities
 - Lapse invested back at College/VP level \$416,000
 - Operating dollars transferred to Salary and Wages (\$2,180,000)
 - Strategic Investment Pool \$600,000
 - Reallocate Multi-year Strategic Funds to Transfer account (\$3,000,000)

Current Estimate vs Proposed

- Salary and Wages
 - Faculty promotions \$150,346
 - Salary increase 4% and Fringe Benefits \$2,807,000
 - Re-establish lapse salaries \$1,041,590
 - Remove temporary operating transfer to salary and wages (\$2,180,000)
 - Remove Temporary Spring \$1,000 bonus (\$1,256,000)
- Fringe Benefits
 - TCRS and Health Insurance adjustment \$343,600
 - Estimated FB for 2% salary increase \$982,000
 - Remove temporary one-time bonus benefits (\$376,000)
- Operating & Utilities
 - Remove temporary budgets for carryforwards (\$14.7M)
 - Add back operating temp transferred to salary & wages \$2,180,000
- Scholarships
 - Re-establish International Scholarships \$400,000



Attachment G

Proposed Per Semester Specialized Academic Fee

Level	College	Full-Time Per Semester	Part-Time <12 Hours Per Credit Hour
Bachelors	Business	\$425	\$36
	Engineering	\$500	\$42
	Nursing	\$650	\$55
	Education	\$165	\$14
Masters and EdS	Business	\$425	\$43
	Engineering	\$650	\$65
	Nursing	\$650	\$65
	Education	\$165	\$17
Doctorate	Engineering (Bachelors to Doctorate)	\$650	\$65
	Engineering (Masters to Doctorate)	\$650	\$65





Agenda Item Summary

Date: October 7, 2021

Agenda Item: Financial Update

Review

Action

No action required

PRESENTERS: Dr. Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS: Update on University finances including tuition and fee revenue projections based on fall semester enrollments.



Agenda Item Summary

Date: October 7, 2021

Agenda Item: Disclosed Project FY2021-22

Review

Action

No action required

PRESENTERS: Dr. Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS: Review and approval for FY2021-22 Capital Budget amendment to include the Lewis Hall Transformer Replacement.

Disclosed Project FY2021-22

Lewis Hall Transformer Replacement

This project will replace the transformers and underground feeder cables that provide electric service to Lewis Hall. TTU facilities personnel will work with Cookeville Electric to install two new pad-mounted transformers and replace secondary feeders to Lewis Hall.

Cookeville Electric Department (CED) recommended replacement of transformers due to the age and condition of the transformers. Additionally, this project is being coordinated with the College of Engineering to upsize the transformers and secondary feeders to allow the College of Engineering to install some robots in Lewis Hall. Total cost for the project is estimated to be \$150,000.



Agenda Item Summary

Date: October 7, 2021

Agenda Item: Approval of Capital Budget FY2022-23 Outlay Revision

Review

Action

No action required

PRESENTERS: Dr. Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS: Review and approval of the FY2022-23 Capital Outlay. This request is for the construction of a 2nd Engineering building.

Capital Outlay (New Construction) FY2022-23

Advanced Construction and Manufacturing Engineering Building

5.2

This project is a proposed construction of a new 80,000 square foot building to house the equipment and labs necessary to provide engineering students with hands-on education in a modern building and roadway construction. The project includes advanced HVAC systems, modern steel construction and state-of-the-art concrete technologies. The proposed building will address workforce development needs in manufacturing, including automotive manufacturing, with modernized facilities for traditional manufacturing (including lathes, metal bending, robotics, PLC automation, thermoforming plastics, and casting of metals) and advanced manufacturing (including metal additive manufacturing, water jet cutting, and laser manufacturing). The proposed building will provide a modern home for the university's foundry – one of only four university foundries in the nation capable of pouring molten steel. The project also includes demolition of Lewis Hall and the Foundry.

Total estimated cost of both construction of the new building and demolition of Lewis Hall and the Foundry is \$62,400,000. The proposed project requires a match of \$4,992,000 (8% of total cost) of which one-third must be from gifts.



Agenda Item Summary

Date: October 7, 2021

Agenda Item: Update Capital Budget Maintenance FY2022-23

Review

Action

No action required

PRESENTERS: Dr. Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS: Review of Capital Budget FY2022-23 Maintenance Projects.



Agenda Item Summary

7.1

Date: October 7, 2021

Agenda Item: Anticipated Disclosed Projects FY2022-23

Review **Action** **No action required**

PRESENTERS: Dr. Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS: Review of anticipated disclosed projects for FY2022-23 which include a parking garage and football stadium.

Disclosed Project

Football Stadium

The project includes demolition of existing West Stadium and replacement of stadium with an updated facility in support of the football program. The current football stadium was built in 1967 with no major upgrades since that date. Without major improvements, the state of the existing football program facilities will have an increasingly negative impact on the experience of current students and fans and hinder the ability of the University to recruit the highest caliber student athletes.

The project is envisioned to be approximately 59,199 square feet with total seating of 5,300. The facility will include a suite level with 12 suites, a club level to seat 500, a concourse, grandstand levels and north and south end berms. The total estimated cost of the project is \$29,900,000. The project is proposed to be funded with \$23,000,000 of bonds and \$6,900,000 of university funding.

Disclosed Project

Parking Garage on Wings up Way

The Wings Up Way garage will be located behind the STEM building (Ray Morris Hall) and provide spaces for the southeast quadrant of the campus. The garage will be entered from Stadium Drive with a secondary entry and exit from the parking area between the STEM and the new Marc Burnett Recreation and Fitness Center. The stairs and elevator elements will be located on the north side to provide easy access to the Wings Up Way sidewalks.

The proposed project is a 4-level, above grade parking garage. The garage will be cast-in-place concrete with brick and limestone/precast detailing with 412 parking spaces. The cost per space is estimated at \$26,000, construction cost is estimated at \$10,712,000 with a total project cost of approximately \$13,925,600. The project will be funded with \$12,925,600 TSSBA bonds and \$1,000,000 from Parking & Transportation reserves.



Agenda Item Summary

8.1

Date: October 7, 2021

Agenda Item: Performance Evaluation and Performance-Based Compensation Analysis

Review

Action

No action required

PRESENTERS: Dr. Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS: Overview of FY2021 Employee Performance Outcomes and Performance-Based Compensation.



Agenda Item Summary

Date: October 7, 2021

Agenda Item: Edmonds Estate Quasi-Endowment

9.1

Review

Action

No action required

PRESENTERS: Dr. Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS: Tennessee Tech has been designated a beneficiary of the Estate of Clarence & Billie Edmonds. Mr. Edmonds did not specify a use for the funds in his estate documents. However, when the check for \$143,359.71 was received it was accompanied by a request by Mr. Edmonds’ three children that the funds be used to establish a quasi-endowment in their late parents’ names in the College of Business Accounting Department to “assist in deserving students in continuing their education at Tennessee Tech”.

The Tennessee Tech University Foundation was established as the fundraising arm of the University and it is the practice of the University to route all gifts through the Foundation; however, the Edmonds Estate specifically names the University as the recipient of the funds. We are requesting the Board to designate gift as a quasi-endowment and transfer the gift to the Foundation for investment purposes only. The university will retain ownership of the funds. Tennessee Tech’s Policy 521, Deposit and Investment Funds, allows for an endowment from private gifts to be invested in equity securities that are prudently diversified. The Foundation’s investment strategy through Common Fund meets the requirements of this policy.



MEMO OF UNDERSTANDING

between

THE ESTATE OF CLARENCE AND BILLIE EDMONDS

and

TENNESSEE TECHNOLOGICAL UNIVERSITY FOUNDATION

Page 1 of 3

The following sets forth the understanding for the administration of a \$143,359.71 gift from the Estate of Clarence and Billie Edmonds to support Tennessee Technological University.

I. GIFT BACKGROUND

In April of 2021, notice was received of a pending estate settlement from a charitable remainder trust in the name of Clarence and Billie Edmonds. Through conversation with the executor of the estate/son of Mr. and Mrs. Edmonds, it was determined that while the trust document itself did not provide guidance as to how the gift be used at Tennessee Tech, the three children of Mr. and Mrs. Edmonds, through a written letter, requested the funds be used to establish an endowment for the Department of Accounting, College of Business to help deserving students achieve their education. Mr. Edmonds graduated with his accounting degree from Tennessee Tech in 1957, and, per the children, credited this degree with helping him achieve many of his life's accomplishments. They therefore felt that this request would most closely match their parents' desires for the bequeathed funds.

II. DONOR BACKGROUND

During the wonderful 61 years that Clarence and Billie Edmonds were married, they impacted countless lives. Now, through this gift from their estate, their legacy will continue at Tennessee Tech.

Clarence served two years in the Army then was graduated from Tennessee Tech with a degree in accounting in 1957. Billie worked and started raising their family as two of their three children were born during this time. They moved to Nashville where Clarence became the first employee of Ernst & Ernst (now Ernst and Young) in the city.

In 1969, Clarence joined Jack C. Massey as President of Massey Investments. He also served as the President and Director of the Jack C. Massey Foundation for over 35 years. During this time, Clarence was also involved in many real estate developments including the Lowe's Vanderbilt Plaza Hotel and office complex in Nashville, TN, and the suburban office park "Maryland Farms" in Brentwood, TN.

Clarence served as Treasurer of the Tennessee Republican Party during Howard Baker's Senate campaign. He also served on the Board of Directors of several non-profits including Belmont University, American Constructors, American Retirement Centers, and the Tennessee Baptist Foundation.

The Edmonds were among the founding families of two churches: Haywood Hills Baptist Church

9.2



MEMO OF UNDERSTANDING

between

THE ESTATE OF CLARENCE AND BILLIE EDMONDS

and

TENNESSEE TECHNOLOGICAL UNIVERSITY FOUNDATION

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in 1961 and Brentwood Baptist Church in 1968. Clarence served as a Deacon and Trustee of both churches and was the Vice Chairman of the Southern Baptist Foundation.

Clarence and Billie loved to play golf. He won the club championship at Brentwood Country Club and had 6 holes in one during his playing years.

Clarence felt the University gave him the foundation to succeed and he always wanted to help others have the benefit of education.

III. PURPOSE

While under no legal obligation directed by the estate, to the extent possible this gift will be used per the expressed desires of the Edmonds children and therefore establish the **Clarence and Billie Edmonds Quasi-Endowment** at Tennessee Tech. The Foundation/University reserves the right to redirect the funds at any point in the future.

This endowment will be used at the discretion of the Chair of the Department of Accounting, with oversight from the Dean of the College of Business, to help deserving students with their education at Tennessee Tech. Should scholarships be given from this fund, then any students who meet the following criteria will be eligible:

- Must be a regularly admitted or current student in good standing in accordance with current institutional policies.
- Must be an accounting major.
- This scholarship is renewable.

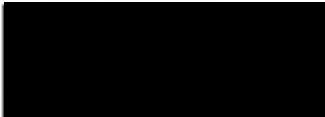
IV. SCHEDULE AND FORM OF CONTRIBUTIONS

Clarence and Billie Edmonds have fulfilled this commitment with a \$143,359.71 gift from a charitable trust in their estate.

V. RECOGNITION

In appreciation of this gift, Clarence and Billie Edmonds will be recognized in accordance with the standard recognition procedures of the Foundation. An annual report will be sent to:

D. Rex Edmonds



9.2



MEMO OF UNDERSTANDING

between

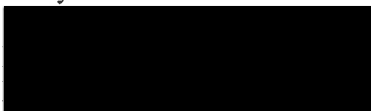
THE ESTATE OF CLARENCE AND BILLIE EDMONDS

and

TENNESSEE TECHNOLOGICAL UNIVERSITY FOUNDATION

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Darryl L. Edmonds



Sheila E. Mabry



9.2

VI. ADMINISTRATION

The Foundation will administer this quasi-endowment fund on behalf of Tennessee Technological University, as approved by the TTU Board of Trustees on _____ and the TTU Foundation Board of Directors on _____. The Foundation will establish accounts and make distributions according to policy in support of the purpose designated in Section II. The property comprising this gift may, for investment purposes, be merged with any of the general investment assets of the Foundation. The Foundation will apply an assessment of fully funded endowments as of June 30 each year to support the operations of the Foundation. The College of Business will administer the endowment.

VICE PRESIDENT, UNIVERSITY ADVANCEMENT:

Name: Kevin H. Braswell, Ph.D.

Signature: _____

Date: _____

VICE PRESIDENT, PLANNING AND FINANCE:

Name: Claire Stinson, Ed.D.

Signature: _____

Date: _____

Development Officer: Tiff Rector

March 25, 2021

Mr. Tiff Rector
Executive Director of Planned Giving
Tennessee Tech
1 Williams L. Jones Drive
Cookeville, TN 38505

Re: Donation from Clarence and Billie Edmonds

Dear Mr. Rector,

Below is a brief intro into the background and lives of Clarence and Billie Edmonds.

Clarence served two years in the Army then graduated from Tennessee Tech with a degree in Accounting in 1957. Billie worked and started raising their family as two of their three children were born during this time. They moved to Nashville where Clarence became the first employee of Ernst & Ernst. (Now EY)

In 1969 Clarence joined Jack C. Massey as President of Massey Investments. He also served as the President and a Director of the Jack C. Massey Foundation for over 35 years.

Clarence was involved in many real estate developments including the Lowe's Vanderbilt Plaza Hotel and Office complex in Nashville TN and the suburban office park "Maryland Farms" in Brentwood, TN.

He served as Treasurer of the Tennessee Republican Party during Howard Baker's Senate campaign.

Clarence and Billie were among the founding families of two churches. Haywood Hills Baptist Church in 1961 and Brentwood Baptist Church in 1968. Clarence served as a Deacon and Trustee of both churches and was the Vice Chairman of the Southern Baptist Foundation.

He served on the Board of Directors of Belmont University, American Constructors, American Retirement Centers, and the Tennessee Baptist Foundation.

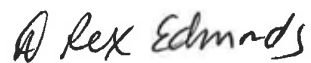
Clarence and Billie loved to play golf. He won the club championship at Brentwood Country Club and had 6 holes in one during his playing years.

They were each other's strongest supporter and were married for 61 wonderful years.

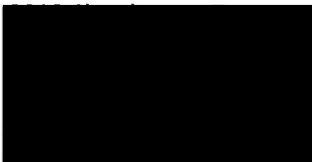
Clarence felt Tennessee Tech gave him the foundation to succeed and he always wanted to help others have the benefit of education. Per their wishes, please use the attached funds to establish an endowment in the College of Business, School of Accounting in the name of Clarence and Billie Edmonds, to be used assisting deserving students in continuing their education at Tennessee Tech.

Please contact us if you have questions or need additional details about their wishes.

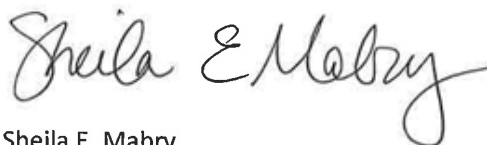
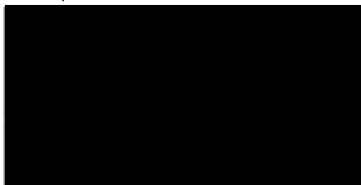
Sincerely,



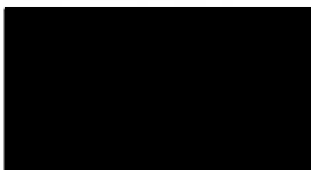
D. Rex Edmonds



Darryl L. Edmonds



Sheila E. Mabry



CLARENCE AND BILLIE P. EDMONDS

CHARITABLE REMAINDER UNITRUST

THIS TRUST AGREEMENT is made and entered into between CLARENCE EDMONDS and BILLIE P. EDMONDS, residents of Williamson County, Tennessee (collectively, the "Donor"), and CLARENCE EDMONDS and BILLIE P. EDMONDS (collectively, the "Trustee").

ARTICLE I: Name; Effective Date. This Trust Agreement shall be known as the CLARENCE AND BILLIE P. EDMONDS CHARITABLE REMAINDER UNITRUST (hereinafter referred to as the "Trust" or "this Trust"). The effective date of this Trust is Dec. 9, 1997.

ARTICLE II: Transfer of Property to Trust. The Donor hereby assigns, transfers, and delivers to the Trustee the property described in Exhibit "A" attached hereto. The Trustee hereby acknowledges receipt of such property and agrees to hold the same in trust and to manage and dispose of the same in accordance with the provisions of this Trust.

ARTICLE III: Irrevocable Trust. This Trust shall be irrevocable. The Donor shall not retain the right to alter, amend, revoke, or terminate the Trust, or any of the terms of this Trust, in whole or in part.

ARTICLE IV: Payment of Unitrust Amount. In each taxable year of the Trust, the Trustee shall pay in cash, in kind, or partially in each, to Clarence Edmonds and Billie P. Edmonds, in equal shares during their lifetimes (hereinafter referred to individually as the "Recipient" and collectively as the "Recipients"), a unitrust amount (hereinafter referred to as the "Unitrust Amount") equal to the lesser of: (a) the Trust income for the taxable year, as

Recipient terminates, the Trustee shall prorate the Unitrust Amount on a daily basis. Any income of the Trust for a taxable year in excess of the Unitrust Amount shall be added to principal.

ARTICLE V: Corrective Payments. If for any year the net fair market value of the Trust assets is incorrectly determined and as a result the payments made to a Recipient exceed or are less than the payments to be required hereunder, then within a reasonable period after the correct net fair market value is finally determined for federal tax purposes, the Trustee shall pay to the Recipient or the Recipient's estate (in the case of an undervaluation) or receive from the Recipient or the Recipient's estate (in the case of an overvaluation) an amount equal to the difference between the Unitrust Amount properly payable if the correct valuation had been utilized and the Unitrust Amount actually paid.

ARTICLE VI: Payment of Federal Estate Taxes and State Death Taxes. The lifetime unitrust interest of the survivor Recipient will continue in effect upon the death of the first Recipient to die only if the survivor Recipient furnishes the funds for payment of any such death taxes for which the Trustee may be liable upon the death of the first Recipient to die.

ARTICLE VII: Distribution to Charity. Upon the death of the survivor Recipient, the Trustee shall distribute all of the then principal and income of the Trust (other than any amount due either of the Recipients or their estates under Articles IV and V above) in equal shares to: (a) [REDACTED], (b) [REDACTED] and (c) Tennessee Technological University, Cookeville, Tennessee (the originals and any substitute organizations hereinafter collectively referred as the "Charitable Organization"). The Donor hereby reserves the right to substitute for any of the

qualification of the Trust under Section 664(d)(2) and Section 664(d)(3) of the Code and the corresponding regulations.

IN WITNESS WHEREOF, the Donor and the Trustee have hereunto set their hands as of the effective date of this Trust.

DONOR:

Clarence Edmonds
CLARENCE EDMONDS

Billie P. Edmonds
BILLIE P. EDMONDS

TRUSTEES:

Clarence Edmonds
CLARENCE EDMONDS

Billie P. Edmonds
BILLIE P. EDMONDS

9.4

STATE OF TENNESSEE

COUNTY OF WILLIAMSON

Personally appeared before me, Rebecca Lynn Marklein, a Notary Public in and for said County and State, the within named Clarence Edmonds, the bargainer, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that he executed the within instrument for the purposes therein contained.

WITNESS my hand and official seal at Brentwood, Tennessee, this 9th day of December, 1997.

Rebecca Lynn Marklein
Notary Public

My Commission Expires: July 28, 2001

9.4

STATE OF TENNESSEE

COUNTY OF WILLIAMSON

Personally appeared before me, Rebecca Lynn Marklein, a Notary Public in and for said County and State, the within named Billie P. Edmonds, the bargainer, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that she executed the within instrument for the purposes therein contained.

WITNESS my hand and official seal at Brentwood, Tennessee, this 9th day of December, 1997.

Rebecca Lynn Marklein
Notary Public

My Commission Expires: July 28, 2001

E. Investments

1. All investment decisions shall be in accordance with this policy and must be approved by the Vice President for Planning and Finance or his/her designee.
2. All investments in which funds are deposited outside the State of Tennessee must be authorized by the President.
3. A Trustee Custodian account should be used for handling and holding all investments, other than the Local Government Investment Pool and collateralized certificates of deposit.
4. All investments must be made subject to "delivery versus payment."
5. All funds received by Tennessee Tech and that are available for a sufficient period of time for investment in any interest generating medium should be invested within three (3) days after receipt of such funds.
6. At a minimum, Tennessee Tech shall determine rates of return on all feasible authorized mediums of investment prior to making an investment; and funds shall be invested in those mediums expected to pay the highest rate for the period of time for which the funds are available for investment.
7. All investments of funds in certificates of deposits where the period of investment will exceed thirty (30) days shall be determined on the basis of competitive bids, with appropriate records maintained for audit purposes, including the person obtaining the bids, the amount and rate of return of each bid, and the person who approved the investment.
8. An investment plan should be developed that specifies liquidity requirements for providing cash needed by Tennessee Tech.
9. Investments of endowments in equity securities shall be limited to funds from private gifts or other sources external to the university. Endowment investments shall be prudently diversified.
10. Funds of Tennessee Tech may be invested in a savings account or certificate of deposit of any Depository provided the requirements of this policy including Sections C.1 and C.2, and the Collateral Security requirements of Section B are met. Other authorized investments, subject to the limitations of Section E.12, are set forth in T.C.A. § 9-4-602.
11. All investments via repurchase agreements must include the following:
 - g. There must be a written agreement in accordance with the standard agreement set forth in guidelines established pursuant to this policy.

9.5



Agenda Item Summary

Date: October 7, 2021

Division: Planning and Finance

Agenda Item: Tenure Upon Appointment Recommendation

Review

Action

No action required

PRESENTERS: Dr. Lori Bruce, Provost

PURPOSE & KEY POINTS:

This tenure recommendation is being presented at the October Board meeting, as Dr. Yelamarthi was hired after the June Board meeting. Dr. Yelamarthi was hired as Associate Dean in the College of Engineering. All supporting documents are included in Diligent.

10.1

Tennessee Tech University

Board of Trustees



FACULTY TENURE CERTIFICATION STATEMENT

One newly hired administrator is hereby recommended for tenure upon appointment.

If this recommendation is approved, the percentage of tenured faculty members at Tennessee Tech University in Fall 2021 will be 59%.

DATE: September 20, 2021

10.2

Tennessee Tech University
Board of Trustees



FACULTY TENURE UPON HIRE RECOMMENDATIONS FOR 2021 – 2022

Recommended personnel are listed alphabetically by last name.

	Name	Department/Division	Current Rank
1	Yelamarthi, Kumar	College of Engineering	Associate Dean/Professor