Quarterly Board Meeting

November 30, 2023
Roaden University Center, Room 282
1:30 p.m.

AGENDA

I.   Call to Order

II.   Recognition of Students

III.   Approval of Minutes of September 28, 2023

IV.   Student Trustee Report

V.   President's Report

VI.   Consent Agenda

    A.   Policy 224 (Academic Actions Notification)

    B.   Policy 225 (New Academic Programs)

    C.   Policy 226 (Academic Program Modifications)

    D.   Policy 227 (New Academic Units)

VII.   Audit & Business Committee Recommendations:

    A.   FY2023-24 Revised Budget/Organizational Chart

    B.   Tuition Transparency Act Report (T.C.A. §49-7-1604)

VIII.   Board Secretary Report

IX.   Other Business

X.   Adjournment

Agenda Item Summary

Date: November 30, 2023

Agenda Item: Recognition of Students

☐ **Review**   ☐ **Action**   ☒ **No action required**

PRESENTERS: Chair Harper

PURPOSE & KEY POINTS:

Tennessee Tech University's Cybersecurity Education, Research and Outreach Center (CEROC)'s competition team took first place in the annual capture the flag (CTF) cybersecurity competition at the 2023 InfoSec Nashville conference. A total of ten teams competed in the event, representing a mix of industry members and colleges.

Joining us today is CEROC's Capture the Flag team members:

Landon Crabtree

Anna Timmcke

Landon Byrge

Nate Dunlap

Micah Jones

BOARD OF TRUSTEES
September 28, 2023
Roaden University Center, Room 282
MINUTES
Meeting video available via link found on this web page:
https://www.tntech.edu/board/board-and-board-committee-meetings.php

AGENDA ITEM I – CALL TO ORDER

The Tennessee Tech Board of Trustees met on September 28, 2023 in Roaden University Center Room 282. After an unavoidable delay due to streaming technical difficulties, Chair Trudy Harper called the meeting to order at 1:49 p.m. and stated that although a livestream of the meeting would not be available, the recording of the meeting would be posted as soon as possible following the conclusion of the meeting.

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

- Addison Dorris
- Fred Lowery
- Jeannette Luna
- Thomas Lynn
- Rhedona Rose
- Johnny Stites
- Barry Wilmore – departed the meeting at 2:32 p.m.
- Trudy Harper

- Tom Jones - absent

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

AGENDA ITEM II – RECOGNITION OF BRASS ARTS QUINTET

Chair Harper thanked the Brass Arts Quintet who played during lunch and stated that they

would be playing one additional selection. She stated that the Brass Arts Quintet, of the College of Fine Arts, was being recognized for their 60th anniversary as a faculty brass quintet, which is thought to be the longest continually running university brass quintet in the United States. During the lunch break, the Quintet performed "Bouncin' Brass" by Chris McCormick, "Take the A Train" by Duke Ellington and arranged by Chris McCormick. Members of the Brass Arts Quintet include Scott Hagarty and Chris McCormick, trumpets; Justin Stanley, horn; Joshua Hauser, trombone and euphonium; and Preston Light, tuba. The brass quintet then performed "Road Rage" by Joshua Hauser.

AGENDA ITEM III – RECOGNITION OF STUDENTS

Chair Harper stated that this fall the Golden Eagle Marching Band will be the largest in Tech history, with 211 members from 32 different undergraduate majors, and the Color Guard will again have an active role. Four students were invited to talk about their perspective of how the band is an important part of their Tech experience and how it helped recruit them to Tennessee Tech. Chair Harper asked the students to introduce themselves, tell where they were from, what their major was, and identify their role in the band. Members included: Abby Lane, senior Music Education major and drum major, from Murfreesboro, TN; Emily Castillo, senior Music Education major and black jacket (undergraduate assistant) from Winchester, TN; Chloe Johnson, senior Music Education major and black jacket from Sparta, TN; and Walker Andrews, sophomore Music Education major and mellophone section leader, from Columbia, TN. Abby stated that the amazing faculty and School of Music brought her to Tennessee Tech. Emily stated that her high school band director was a Tech alum and she knew from the beginning that this was the university she wanted to attend. Chloe stated that the faculty made her feel welcomed, and Tennessee Tech and Cookeville had become home to her. Walker stated that the variety of ensembles offered – especially the Bryan Symphony Orchestra – and the "electric" feel when performing in front of an audience brought him to Tennessee Tech.

President Oldham stated how awesome the band members are and that he loves the energy and enthusiasm they bring to ball games. He also stated how much he appreciates the work they put in and congratulated them on a great job well done.

Chair Harper stated that due to one Trustee needing to leave by 2:30 p.m., the agenda would be re-ordered to complete all voting agenda items before the Trustee's departure.

AGENDA ITEM IV – APPROVAL OF MINUTES OF JUNE 22, 2023 MEETING

Chair Harper asked for approval of the minutes of the June 22, 2023 Tennessee Tech Board of Trustees meeting. Chair Harper asked if there were questions or comments regarding the minutes. There being none, Mr. Stites moved to recommend approval of the June 22, 2023 Board of Trustees minutes. Mr. Lowery seconded the motion. There being no further discussion, Mr. Wray called a voice vote. The motion carried unanimously.

AGENDA ITEM V – CERTIFICATION OF PRESIDENT'S RESPONSIBILITIES RELATED TO ATHLETICS

Chair Harper stated that the Ohio Valley Conference requires the Chair of the Board to attest that the President is responsible for administration of the athletics program, has the support of the Board in operating a program of integrity and may vote on behalf of the institution on NCAA and OVC matters. The Chair's attestation must also be presented to the Board. Chair Harper stated that she would attest to all required and the form would be sent to the NCAA.

AGENDA ITEM VI – APPROVAL OF MISSION STATEMENT

Chair Harper stated that the President was requesting approval of the mission statement as presented.

Upon the committee's recommendation, Mr. Lowery moved the Board approve the Mission Statement as presented. Mr. Lynn seconded the motion. There being no further discussion, Mr. Wray called a roll call vote. The motion carried unanimously.

AGENDA ITEM VII – CONSENT AGENDA – A. TENURE UPON APPOINTMENT RECOMMENDATIONS B. POLICY 217 (STUDENT ACADEMIC MISCONDUCT)

Chair Harper stated that these items were discussed during the morning committee meetings and the committees voted to place these items on the Board meeting agenda. Ms. Rose moved to pass the consent agenda as presented. Mr. Stites seconded the motion. There being no further discussion, Mr. Wray called a roll call vote. The motion carried unanimously.

AGENDA ITEM VIII – EXECUTIVE COMMITTEE RECOMMENDATION – A. PRESIDENT'S COMPENSATION

Vice Chair Rose stated there was great participation in the President's evaluation. Upon the committee's recommendation Ms. Rose moved the Board approve the President to receive a four percent raise for his performance during the 2022-23 fiscal year, with the raise to be retroactive to July 1, 2023. Chair Harper stated that because the recommendation came from committee, no second was needed. There being no further discussion, Mr. Wray called a roll call vote. The motion carried unanimously.

AGENDA ITEM IX – AUDIT & BUSINESS COMMITTEE RECOMMENDATIONS – A. DISCLOSED PROJECTS

Upon the committee's recommendation, Mr. Stites moved the Board approve the FY2023-24 Disclosed Projects for the Baseball Hitting and Pitching Facility and Headhouse (Greenhouse) Renovation. Chair Harper stated that because the recommendation came from committee, no second was needed. There being no further discussion, Mr. Wray called a roll call vote. The motion passed unanimously.

AGENDA ITEM X – STUDENT TRUSTEE REPORT

Chair Harper welcomed new Trustees, Dr. Jeannette Luna and Ms. Addison Dorris, and stated that she appreciated the significant contributions each had already made to the meetings.

Ms. Dorris stated that she appreciated the opportunity to work with the Board to make Tennessee Tech a better place and to speak about what campus has been like since the beginning of the semester. She stated that she has seen more students attending events and enjoying the college experience. Students engaged in the campus community are more likely to graduate and to maintain a higher GPA.

Ms. Dorris stated that student growth was being hindered by one issue which was needing a meeting space for events. She stated that student organizations were excited about the potential of a new student event center. Ms. Dorris stated that the current pedestrian walkway construction project requires students to reroute their paths to classes. This is probably the most significant complaint from students because it takes more time to get to their academic buildings each day. However, the Office of Transportation regularly provides updates so that students can adjust accordingly. Students are excited about the walkway process but frustrated about lack of accessibility to their buildings.

Ms. Dorris stated that due to the current renovation of Johnson Hall, more students are utilizing Foundation Hall. At the beginning of the semester, students feared visiting this building because it needed repairs and improvements, but students are now impressed at how modern Foundation Hall looks. It still needs other improvements but overall is a great facility.

Ms. Dorris stated that last week students attended the employer career fair and were thrilled about the many events at the fair. She stated that Tennessee Tech students are ready to pursue the next level of opportunities and employers are ready to hire our students and graduates. She stated that Tennessee Tech students are excited to be Golden Eagles.

Ms. Dorris thanked Trustees for all they do to provide positive experiences for students at Tennessee Tech.

AGENDA ITEM XI – PRESIDENT'S REPORT

President Oldham thanked Ms. Dorris for the information from the students' perspective and for the compliments. He stated that students do come first on Tennessee Tech campus. The university is not perfect – no institution is – but the way the "students first" philosophy has been integrated throughout the campus is remarkable. When we fall short, we learn from our mistakes and continue to get better, and that is what he is most proud of in his report today.

He stated that Tennessee Tech is at a three-year enrollment record with 10,117 students – an increase of 2.2 percent over the previous year. The enrollment increase is another indication of

the fact that placing students first is working. He stated that the slide photo displayed tells a great story about last week's career fair. Ultimately, it is about student success, and in the case of the career fair, over 180 companies came for the fair and roughly 1600 students participated. The students were professionally dressed, performed extremely well and many companies went out of their way to come to campus to interview our students, which indicates that Tennessee Tech graduates are in great demand.

President Oldham stated that college ranking is not something he spends a lot of time worrying about but the information is beneficial for the board to know. Each year Forbes ranks 500 college campuses in "America's Top Colleges" and this year only two public universities ranked in the state of Tennessee: University of Tennessee and Tennessee Tech University. This year U.S. New & World Report evaluated more than 1,600 schools and Tennessee Tech ranked number two of public universities in Tennessee and in the top five for public and private universities in Tennessee. Tennessee Tech was named an "A+ School for B Students" which is a testament to our continued focus on providing a great education for all students and that we do not have an elitist approach to education. Tennessee Tech was also named a "Best Value" college by SmartAsset. We continue to have graduates with the highest career starting salary and the lowest debt. Student debt was lower this year and about half of the university's graduates finished college debt free so Tennessee Tech is incredibly affordable. We just need to become better known through marketing and word of mouth.

President Oldham stated that we know Tennessee Tech is a teaching institution and it is firmly believed to be a great university. Great universities do two things: 1) They create and disseminate knowledge, and 2) Identify and develop talent. Students learn from active practitioners in the discipline. Active research keeps the knowledge and the curriculum fresh but, more importantly, it tells how relevant the information is. Students need to know the context for what they are learning. Active faculty participating in research help bring context to the classroom in a significant way. Tennessee Tech does an incredible job mentoring students and teaching in a personal way by faculty members who care, can help shepherd the students into career opportunities and many times provide the encouragement needed by the students. There is no better way to accomplish that than through research and scholarship opportunities. As similar to an apprenticeship program, students are actively learning in an environment by doing. Students are not just reading about an academic subject, the students are actually engaged in a "hands on" approach and have a faculty mentor guiding them. The value of the students' degrees ultimately will be linked in perpetuity based on the reputation of Tennessee Tech and we want the value of that degree to escalate over time.

Faculty active in research and scholarly activities accomplish the following: 1) Ensure ongoing relevance in academic programs 2) Establish the university's national reputation, and 3) Engage students in ultimate active learning experiences.

President Oldham stated that Tennessee Tech reached a record of $34,000,000 in Research last year. Many of the scholarships that take place on this campus are not externally funded. Faculty place much work on scholarly levels in many ways but funding is beneficial because it helps us

Page 5 of 7

establish the national level of competitiveness and reputation. We want to continue to push on the Research level because, ultimately, it allows us to impact more students and to create more opportunities for them. We don't conduct research just for some esoteric reason, but because it makes a difference in the lives of students.

President Oldham stated that Tennessee Tech continues to juggle as we continue to improve the campus. A few examples of projects completed in the last five years include: Lab Sciences Commons and Stonecipher Lecture Hall, Marc L. Burnett Student Recreation & Fitness Center, renovations of multiple buildings and more than $200,000,000 in improvements have been completed in the last five years.

He stated that the Peachtree Avenue road project should be completed shortly after Christmas. By spring semester, much of the current pressure resulting from construction projects should be alleviated on campus. Attempts are made to keep everyone informed as much as possible.

Current ongoing projects including parking, transportation and the Peachtree Avenue road project. The Ashraf Islam Engineering Building is scheduled for completion in early April. Renovation of Johnson Hall and demolition of Foster Hall are also projects in process. Tucker Stadium and the Football Operations Center are in the design phase. It is hoped that we can move the Tucker Stadium project into the construction phase at the end of this season and the Advanced Construction and Manufacturing and Engineering Building is nearing the end of the design phase.

He stated that he wanted to recognize Dr. Polk-Johnson and her staff and the Division of Student Affairs for their work with community relations. Student Affairs has had much support from other parts of campus but College Town Kickoff was fantastic and the feedback received from the community was tremendous. We began talking a few years ago about pitching Cookeville as Tennessee's college town, and it is a perfect fit and a great descriptor for Cookeville. Not only is the campus beginning to embrace the campus/community relationship but the community is embracing the relationship in a big way. The students and the community want the College Town Kickoff to continue annually and he stated that he also requests that it become an annual event. We are trying to introduce students early on in their college experience about the wonderful place they will be residing, for at least a few years. When a student selects a university, they are not just selecting a campus. They are also selecting a community because that is home, at least for a while. The more we can develop these relationships between Cookeville, Putnam County and the campus, the better off our students are and the better value we bring to this part of the state as well. College Town Kickoff was exciting as indicated by about 2500 in attendance, with approximately half being students. It was a great opportunity to have students mix with community members. College Town Weekends has become a recurring weekend event and there are so many events between campus, Cookeville and Putnam County that Student Affairs could lay out activities for students to hang around on weekends and stay active and involved.

President Oldham stated that beginning this year, he is serving as chair of the Cookeville-

Putnam County Chamber of Commerce which is a great opportunity. He stated that he has served on the Chamber Board for at least ten years. This is a great example of what great relationships exist between the city and the campus, and that is beneficial in many ways. For example, when matters arise around transportation or safety issues pertaining to campus, Tennessee Tech has great cooperation with the city. He stated that he recently met with the city manager about safety crossings for students, and the city was more than helpful and cooperative. He stated that they are working on a significant list of items that are believed to make greater improvements for students to negotiate campus and nearby communities.

President Oldham stated that Cookeville is Tennessee's college town and Cookeville is realizing what a great asset they have in Tennessee Tech University. Many improvements and activities are occurring but he stated he would end with a simple statement that the best is yet to come, there is a lot more to accomplish and he is excited to see where this goes in the future.

AGENDA ITEM XII – BOARD SECRETARY REPORT

Mr. Wray reported that the requested changes have been made to the Tech Farms LLC operating agreement approved at the June Board meetings. The revised agreement was then sent to the Foundation Board for their approval. The revised, signed version of the Tech Farms LLC operating agreement can be found in the Diligent Resources Center under Audit & Business Committee.

AGENDA ITEM XIII – MEETING DATES

Chair Harper stated that the next Board meeting is November 30, 2023. Meeting dates for 2024 include: March 7, June 20, September 25, and December 5.

She also stated that the meeting was still being recorded and she apologized that it was not possible to stream the meeting due to the technical difficulties experienced.

AGENDA ITEM XIV – OTHER BUSINESS

There was no other business.

AGENDA ITEM XV - ADJOURNMENT

There being no further business, the Tennessee Tech Board of Trustees meeting adjourned at 2:44 p.m.

Approved,

_____

Lee Wray, Secretary

Agenda Item Summary

Date: November 30, 2023

Agenda Item: Student Trustee Report

☐ **Review**	☐ **Action**	☒ **No action required**

_____

PRESENTER(S): Addison Dorris

PURPOSE & KEY POINTS: Student Trustee Addison Dorris will report on student life from the perspective of the student body.

Agenda Item Summary

Date: November 30, 2023

Agenda Item: Policy 224 (Academic Actions Notification)

☐ **Review**   ☒ **Action**   ☐ **No action required**

PRESENTER(S): Provost Lori Bruce

PURPOSE & KEY POINTS: The purpose of revising Policy 224 is to align it with the recently updated THEC Policy A1.5: Academic Actions Notification. The revised THEC policy redefines academic action notification items, and the proposed Policy 224 now reflects these changes.

Tennessee Technological University
Policy No. 224
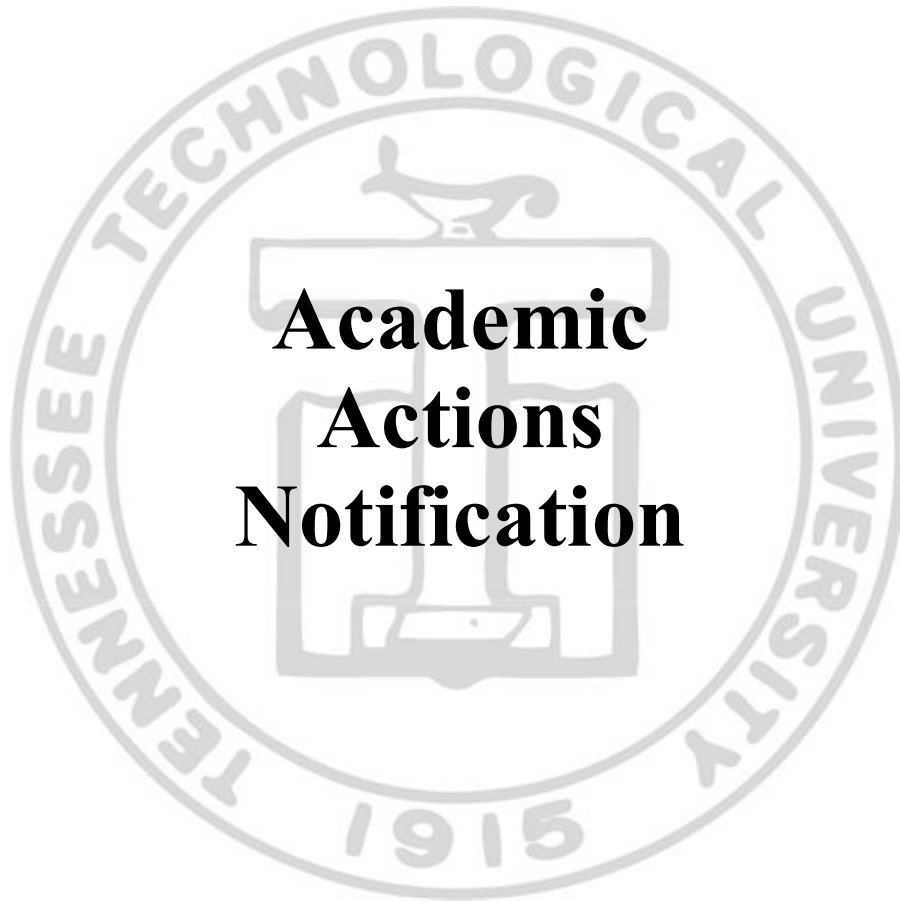
Academic Actions Notification

Original Effective Date: January 1, 2018

Date(s) Revised: January 1, 2024;

Policy No.: 224
Policy Name: Academic Actions Notification

I.   Purpose

This policy establishes an approval process for submitting required notifications of Tennessee Tech's academic actions to the Tennessee Higher Education Commission (THEC) in order to maintain the state's Academic Program Inventory (API).

II.   Review

This policy will be reviewed every four years or whenever circumstances require review, whichever is earlier, by the Senior Associate Provost or the Associate Provost, with recommendations for revision presented to the Academic Council, University Assembly, and the Board of Trustees.

III.   Policy

A.   Tennessee Tech hereby adopts THEC policy A1.5 (Academic Actions Notification), as may be amended from time to time.

B.   Tennessee Tech will notify THEC of academic program actions as required by THEC in order to maintain the accuracy of the API for Tennessee Tech's academic programs. Academic program actions eligible for reporting include:

1.   Establishment of a certificate program.

2.   Name change of an existing academic program.

3.   Name change of an existing concentration within an academic program.

4.   Establishment of a new concentration within an existing academic program.

5.   Change (increase or decrease) in the number of hours of an existing academic program.

6.   Extension of an existing academic program to an approved off-campus center.

7.   Change of the primary delivery mode for an existing academic program. The extension to 100 percent off-campus delivery requires additional action if the location of delivery is to be converted from an off-campus site to a center.

1

8. Inactivation of an existing academic program or concentration. If the inactivated academic program or concentration is not reactivated within a period of three years, the academic program or concentration will automatically be terminated and removed from the API.

9. Reactivation of an academic program or concentration that was placed on inactivation within the past three years. The date of inactivation and the date of the proposed reactivation must be provided.

10. Termination of an academic program or concentration. A teach-out plan should accompany the notification of termination. As the immediate interests of currently enrolled students and faculty are impacted by the termination of an academic program or concentration, timely communication of this decision to students and faculty is important.

C. Any academic action made pursuant to this policy must also comply with TTU Policy 221 (Substantive Change).

D. Request for any academic actions outlined in Section B must undergo institutional approval processes at Tennessee Tech.

1. An academic unit requesting an academic action must prepare a memo of request, an Internal Cover Form, and complete an appropriate THEC A1.5 Form (Form A1.5A to A1.5K) provided at the Provost's Office website.

2. An academic unit requesting an academic action must submit the memo, Internal Cover Form, and the THEC A1.5 Form to the following offices/committees, as appropriate, for review and approval within Tennessee Tech:

   a. Departmental faculty

   b. College curriculum committee, dean or his/her designee

   c. University Curriculum Committee (if undergraduate level) or Graduate Studies Executive Committee (if graduate level)

   d. Academic Council

   e. Provost and Vice President for Academic Affairs

E. The Provost's Office will submit all academic actions outlined in Section B to THEC, designating that each action has been approved through appropriate institutional processes.

2

F. Dates of notification to THEC of institutionally approved academic actions as outlined in Section B are:

1. May 15 for all actions approved between January 1 and April 30

2. August 15 for all actions approved between May 1 and July 31

3. January 15 for all actions approved between August 1 and December 31

G. The Provost's Office will present the approved notifications to the Tennessee Tech Board of Trustees (Board) as information items.

H. Tennessee Tech's procedures and forms for academic actions can be found at the Provost's Office website.

IV.   Interpretation

The Provost or his/her designee has the final authority to interpret the terms of this policy.

V.   Citation of Authority for Policy

T.C.A. § 49-8-203(a)(1)(B)

THEC Policy A1.5 Academic Actions Notification

Approved by:

Academic Council:	October 11, 2017; October 4, 2023
University Assembly:	November 29, 2017, November 15, 2023
Board of Trustees:	December 11, 2017, xxxx xx, 2023

3

Tennessee Technological University
Policy No. 224

Academic Actions Notification
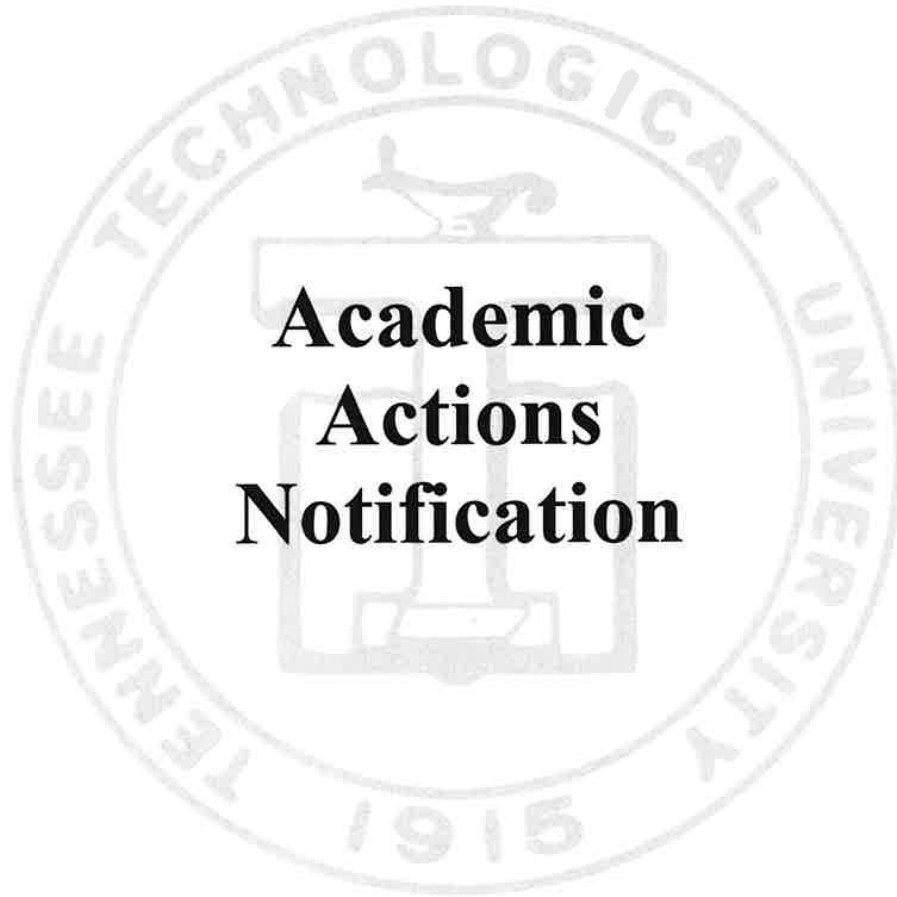
Effective Date: January 1, 2018

Policy No.: 224
Policy Name: Academic Actions Notification
Date Revised: January 1, 2024

I.   Purpose

This policy establishes an approval process for submitting required notifications of Tennessee Tech's academic actions to the Tennessee Higher Education Commission (THEC) in order to maintain the state's Academic Program Inventory (API).

II.   Review

This policy will be reviewed every ~~three~~ four years or whenever circumstances require review, whichever is earlier, by the Senior Associate Provost or the Associate Provost, with recommendations for revision presented to the Academic Council, University Assembly, and the Board of Trustees.

III.   Policy

    A. Tennessee Tech hereby adopts THEC policy A1.5 (Academic Actions Notification), as may be amended from time to time.

    B. Tennessee Tech will notify THEC of academic program actions as required by THEC in order to maintain the accuracy of the API for Tennessee Tech's academic programs. Academic program actions eligible for reporting include:

        1. Establishment of a certificate program. ~~less than 24 semester credit hours regardless of degree level.~~

        2. Name change ~~for~~ of an existing academic program.

        3. Name change ~~for~~ of an existing concentration within an academic program.

        4. Establishment of a new concentration within an existing academic program.

        5. Change (increase or decrease) in the number of hours of an existing academic program.

        ~~**6.** Consolidation of two or more existing academic programs into a single academic program without an essential change in the original approved curriculum and without a net gain in the number of programs.~~

        ~~7.~~6. Extension of an existing academic program to an approved off-campus center.

        ~~8.~~7. Change of the primary delivery mode for an existing academic program. The extension to 100 percent off-campus delivery requires additional action if the location of delivery is to be converted from an off-campus site to a center.

1

9.8. Inactivation of an existing academic program or concentration. If the inactivated academic program or concentration is not reactivated within a period of three years, the academic program or concentration will automatically be terminated and removed from the ~~institution's inventory~~API.

10.9. Reactivation of an academic program or concentration that was placed on inactivation within the past three years. The date of inactivation and the date of the proposed reactivation must be provided.

11.10. Termination of an academic program or concentration. A teach-out plan ~~per SACSCOC *Closing a Program, Site, Branch or Institution Good Practices* Statement and the policy, *Substantive Change for Accredited Institutions of the Commission of Colleges,* Procedure Three,~~ should accompany the notification of termination. As the immediate interests of currently enrolled students and faculty are impacted by the termination of an academic program or concentration, timely communication of this decision to students and faculty is important.

C. Any academic action made pursuant to this policy must also comply with TTU Policy 221 (Substantive Change).

D. Request for any academic actions outlined in Section B must undergo institutional approval processes at Tennessee Tech.

1. An academic unit requesting an academic action must prepare a memo of request, an Internal Cover Form, and complete an appropriate THEC A1.5 Form (Form A1.5A to A1.5K) provided at the Provost's Office website.

2. An academic unit requesting an academic action must submit the memo, Internal Cover Form, and the THEC A1.5 Form to the following offices/committees, as appropriate, for review and approval within Tennessee Tech:

   a. Departmental faculty

   b. College curriculum committee, dean or his/her designee

   c. University Curriculum Committee (if undergraduate level) or Graduate Studies Executive Committee (if graduate level)

   d. Academic Council

   e. Provost and Vice President for Academic Affairs

E. The Provost's Office will submit all academic actions outlined in Section B to THEC, designating that each action has been approved through appropriate

2

institutional processes~~, using the THEC's notification reporting protocol as provided on the THEC website~~.

3

F. The Provost's Office will present the approved notifications to the Tennessee Tech Board of Trustees (Board) quarterly but the notifications will not require the Board approval.

G.F.   Dates of notification to THEC of institutionally approved academic actions as outlined in Section B are:

1. May 15 for all actions approved between January 1 and April 30

2. August 15 for all actions approved between May 1 and July 31 0

3. January 15 for all actions approved between August 1 and December 31

G. The Provost's Office will present the approved notifications to the Tennessee Tech Board of Trustees (Board) as information items.

H. Tennessee Tech's procedures and forms for academic actions can be found at the Provost's Office website.

The President may modify the terms and requirements of this policy, consistent with THEC policies, rules, regulations, or requirements.

IV. Interpretation

The Provost or his/her designee has the final authority to interpret the terms of this policy.

V. Citation of Authority for Policy

T.C.A. § 49-8-203(a)(1)(B)

THEC Policy A1.5 Academic Actions Notification

Approved by:

Academic Council:	October 11, 2017, xxxx xx, 2023
University Assembly:	November 29, 2017, xxxx xx, 2023
Board of Trustees:	December 11, 2017, xxxx xx, 2023

4

Agenda Item Summary

Date: November 30, 2023

Agenda Item: Policy 225 (New Academic Programs)

☐	**Review**	☒	**Action**	☐	**No action required**

PRESENTER(S): Provost Lori Bruce

PURPOSE & KEY POINTS: The purpose of revising Policy 225 is to align it with the recently updated THEC Policy A1.0: New Academic Programs. One significant change in the revised THEC policy is the elimination of the requirement for Board of Trustees approval for the submission of a Letter of Notification (LON), reducing the Board's actions from two approvals to one, with the one being an approval of the full proposal referred to as the New Academic Program Proposal (NAPP). The LON will be presented to the Board of Trustees as an information item. The revised proposed Policy 225 reflects this major change and incorporates several other modifications from the current THEC policy. Additionally, it has been streamlined to minimize unnecessary repetition from the THEC policy.

Tennessee Technological University
Policy No. 225

New Academic Programs

Original Effective Date: January 1, 2018

Date(s) Revised: January 1, 2024

Policy No: 225
Policy Name: New Academic Programs

I.   Purpose

This policy establishes an approval process for new academic programs at Tennessee Tech, consistent with the corresponding policy (A1.0) of the Tennessee Higher Education Commission.

II.   Review

This policy will be reviewed every four years or whenever circumstances require review, whichever is earlier, by the Senior Associate Provost or the Associate Provost, with recommendations for revision presented to the Academic Council, University Assembly, and the Board of Trustees.

III.   Policy/Procedure

A. Tennessee Tech hereby adopts THEC policy A1.0 (New Academic Programs: Approval Process), as may be amended from time to time.

B. THEC has the statutory responsibility to review and approve new academic programs. As outlined in THEC Policy A1.0, the process in developing a new academic program includes the following essential steps:
1. Letter of Notification (LON)
2. New Academic Program Proposal (NAPP)
3. External Review
4. Institutional Governing Board Approval
5. Commission Action

C. Any proposals for new academic programs made pursuant to this policy must also comply with TTU Policy 221 (Substantive Change).

D. Preparation and Submission of Letter of Notification
1. The academic unit requesting a new academic program shall prepare a Letter of Notification (LON) that includes all items listed on *THEC LON Checklist.* The LON must address the criteria for review as outlined in THEC Policy A1.0, Section 1.0.3A1.
2. The academic unit requesting the new academic program shall send the LON to the college dean, the Provost, and the President for review and approval.
3. After the President's approval, the Provost's Office will submit the LON to THEC with the following documents:
   a. Tennessee Tech LON Internal Cover Form with appropriate signatures
   b. A letter from the President signifying support for development of the proposed academic program
   c. LON for the proposed academic program

2

        d.   THEC Financial Projection Form
4. The Provost's Office will present the LON to the Tennessee Tech Board of Trustees as an information item.

E. Preparation and Submission of New Academic Program Proposal
1. Upon receiving THEC's approval of the Letter of Notification, the academic unit requesting the new program shall prepare a New Academic Program Proposal (NAPP) that includes all items listed on *THEC NAPP Checklist*. The New Academic Program Proposal must undergo institutional approval process at Tennessee Tech.
2. An academic unit requesting the new academic program must submit the NAPP to the following offices/committees, as appropriate, for review and approval within Tennessee Tech:
   a. Departmental faculty
   b. College curriculum committee and College dean or his/her designee
   c. University Curriculum Committee (if undergraduate level) or Graduate Studies Executive Committee (if graduate level)
   d. Academic Council
   e. Provost and Vice President for Academic Affairs
3. The Provost's Office will send the approved NAPP and a TTU Cover Form with appropriate signatures to THEC for review and approval.

F. External Judgment
1. THEC requires external reviews for all proposed new academic programs. The unit and college requesting the new program will be asked to propose a list of potential external reviewers. The criteria for potential external reviewers are outlined in THEC Policy A1.0, Section 1.0.7A.
2. THEC will notify Tennessee Tech of the selected reviewer(s) and provide a list of questions for the external reviewer(s) to address during the review. Tennessee Tech may add questions to the THEC review questions.
3. Reviewer(s) must provide concurrently a written report in response to the questions to Tennessee Tech and THEC staff within 30-calendar days of the site visit.
4. Tennessee Tech will be responsible for inviting the external reviewer(s), all scheduling, expenses, and contracting with the external reviewers.

G. Post-External Judgment and THEC Action
1. Within 30 days of receipt of the external review report, Tennessee Tech must propose to THEC solutions for all issues identified by the reviewer(s).
2. Once all requirements have been satisfied, THEC staff will notify the institution of their support to the proposed academic program for Commission's approval.

3

H. Institutional Governing Board Action
1. Upon determination by THEC that a proposed academic program will be supported for approval by the THEC Commission, the Provost's Office will submit the NAPP to the Board of Trustees for approval.
2. After Board approval, the Provost's office will submit the record of Board approval and a request to THEC Executive Director that the proposed program be placed on the earliest possible Commission agenda for final approval.

IV.   Interpretation
The Provost or his/her designee has the final authority to interpret the terms of this policy.

V.   Citation of Authority for Policy
T.C.A. § 49-8-203(a)(1)(B); THEC Policy A1.0 (New Academic Program: Approval Process); THEC Letter of Notification (LON) Checklist and New Academic Program Proposal (NAPP) Checklist.

Approved:

Academic Council: November 15, 2017; November 13, 2019; October 4, 2023

University Assembly: November 29, 2017; November 20, 2019; November 15, 2023

Board of Trustees: December 11, 2017; December 5, 2019; xxxx.xx, 2023

4

Tennessee Technological University
Policy No. 225

New Academic Programs

Original Effective Date: January 1, 2018

Date(s) Revised: January 1, 2024

Policy No: 225
Policy Name: New Academic Programs

Deleted: Date Revised: January 1, 20202024¶

I.   Purpose

This policy establishes an approval process for new academic programs at Tennessee Tech, consistent with the corresponding policy (A1.0) of the Tennessee Higher Education Commission.

II.   Review

This policy will be reviewed every four years or whenever circumstances require review, whichever is earlier, by the Senior Associate Provost or the Associate Provost, with recommendations for revision presented to the Academic Council, University Assembly, and the Board of Trustees.

Deleted: three

III.   Policy/Procedure

A. Tennessee Tech hereby adopts THEC policy A1.0 (New Academic Programs: Approval Process), as may be amended from time to time.

B. THEC has the statutory responsibility to review and approve new academic programs. As outlined in THEC Policy A1.0, the process in developing a new academic program includes the following essential steps:
1. Letter of Notification (LON)
2. New Academic Program Proposal (NAPP)
3. External Review
4. Institutional Governing Board Approval
5. Commission Action

C. Any proposals for new academic programs made pursuant to this policy must also comply with TTU Policy 221 (Substantive Change).

D. Preparation and Submission of Letter of Notification
1. The academic unit requesting a new academic program shall prepare a Letter of Notification (LON) that includes all items listed on *THEC LON Checklist*. The LON must address the criteria for review as outlined in THEC Policy A1.0, Section 1.0.3A1.
2. The academic unit requesting the new academic program shall send the LON to the college dean, the Provost, and the President for review and approval.
3. After the President's approval, the Provost's Office will submit the LON to THEC with the following documents:
   a. Tennessee Tech LON Internal Cover Form with appropriate signatures
   b. A letter from the President signifying support for development of the proposed academic program.
   c. LON for the proposed academic program

Deleted: in excess of 24 semester credit hours

Deleted: <#>Evaluation of LON¶

Deleted: Judgment

Deleted: <#>Post-External Judgment and THEC Action¶

Deleted: ¶
¶
Preparation and Submission of Letter of Notification¶

Deleted: The academic unit requesting the new academic program shall prepare a Letter of Notification (LON) that includes all items listed on *THEC LON Checklist*.¶
The LON must address the criteria for review as outlined in THEC Policy 1.0, Section 1.0.2A1 and 1.0.2A2 a¶
The LON must include a feasibility study that addresses the following criteria:¶
Student Interest for the proposed academic program¶
Local and Regional Need/Demand¶
Employer Need/Demand¶
Future Sustainable Need/Demand¶
The feasibility study shall be conducted by people with expertise in economics/labor analysis outside the academic unit. The academic unit can contact the Office of the Provost for assistance.¶
The academic unit shall send the LON to the college dean and the Provost's Office for review and approval.¶
¶
The Provost's Office will send the approved LON to the Tennessee Tech Board of Trustees (Board) for review and approval.¶
After the Board's approval, the Provost's Office will submit to THEC the LON with the following documents for the proposed new academic program:¶

Deleted: <#>The Feasibility Study¶

Deleted: <#>Tennessee Tech

Deleted: <#>from the Board

Deleted: Timeline for development and implementation

2

       d.   THEC Financial Projection Form

4. The Provost's Office will present the LON to the Tennessee Tech Board of Trustees as an information item.

E. Preparation and Submission of New Academic Program Proposal

1. Upon receiving THEC's approval of the Letter of Notification, the academic unit requesting the new program shall prepare a New Academic Program Proposal (NAPP) that includes all items listed on *THEC NAPP Checklist*. The New Academic Program Proposal must undergo institutional approval process at Tennessee Tech.

2. An academic unit requesting the new academic program must submit the NAPP to the following offices/committees, as appropriate, for review and approval within Tennessee Tech:

    a.   Departmental faculty

    b.   College curriculum committee and College dean or his/her designee

    c.   University Curriculum Committee (if undergraduate level) or Graduate Studies Executive Committee (if graduate level)

    d.   Academic Council

    e.   Provost and Vice President for Academic Affairs

3. The Provost's Office will send the approved NAPP and a TTU Cover Form with appropriate signatures to THEC for review and approval.

F. External Judgment

1. THEC requires external reviews for all proposed new academic programs. The unit and college requesting the new program will be asked to propose a list of potential external reviewers. The criteria for potential external reviewers are outlined in THEC Policy A1.0, Section 1.0.7A.

2. THEC will notify Tennessee Tech of the selected reviewer(s) and provide a list of questions for the external reviewer(s) to address during the review. Tennessee Tech may add questions to the THEC review questions.

3. Reviewer(s) must provide concurrently a written report in response to the questions to Tennessee Tech and THEC staff within 30 calendar days of the site visit.

4. Tennessee Tech will be responsible for inviting the external reviewer(s), all scheduling, expenses, and contracting with the external reviewers.

G. Post-External Judgment and THEC Action

1. Within 30 days of receipt of the external review report, Tennessee Tech must propose to THEC solutions for all issues identified by the reviewer(s).

2. Once all requirements have been satisfied, THEC staff will notify the institution of their support to the proposed academic program for Commission's approval.

3

H. Institutional Governing Board Action
1. Upon determination by THEC that a proposed academic program will be supported for approval by the THEC Commission, the Provost's Office will submit the NAPP to the Board of Trustees for approval.
2. After Board approval, the Provost's office will submit the record of Board approval and a request to THEC Executive Director that the proposed program be placed on the earliest possible Commission agenda for final approval.

IV.   Interpretation

The Provost or his/her designee has the final authority to interpret the terms of this policy.

V.   Citation of Authority for Policy

T.C.A. § 49-8-203(a)(1)(B); THEC Policy A1.0 (New Academic Program: Approval Process); THEC Letter of Notification (LON) Checklist and New Academic Program Proposal (NAPP) Checklist.

Approved:

Academic Council: November 15, 2017; November 13, 2019; October 4, 2023

University Assembly: November 29, 2017; November 20, 2019; November 15, 2023

Board of Trustees: December 11, 2017; December 5, 2019; xxxx.xx, 2023

| Deleted: b |
| Deleted: to THEC |
| Deleted: submit |
| Deleted: ¶ |
| Deleted: ¶ |
| Deleted: ¶ |
| Deleted: ; xxxx,xx, 2023 |
| Deleted: xxxx.xx |

4

Agenda Item Summary

Date: November 30, 2023

Agenda Item: Policy 226 (Academic Program Modifications)

| ☐ | **Review** | ☒ | **Action** | ☐ | **No action required** |

PRESENTER(S): Provost Lori Bruce

PURPOSE & KEY POINTS: The purpose of revising Policy 226 is to align it with the recently updated THEC Policy A1.1: Academic Program Modifications (APM). In the revised THEC policy, APM items have been redefined and expanded. The proposed Policy 226 now reflects these changes. Additionally, the policy has been revised to specify that an APM proposal will be presented to the Board of Trustees as an information item rather than an action item, ensuring the timely submission and implementation of new programs.

Tennessee Technological University
Policy No. 226

Academic Program Modifications
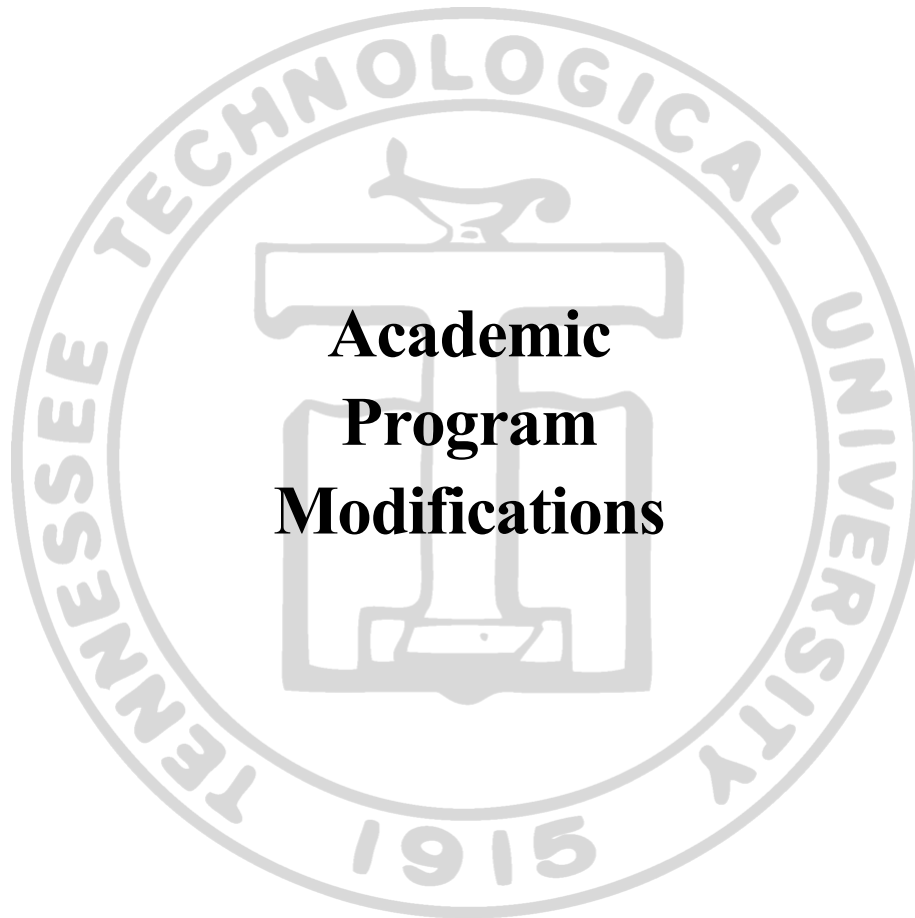
Original Effective Date: July 1, 2017

Date(s) Revised: January 1, 2024

Policy No: 226
Policy Name: Academic Program Modifications

I.   Purpose

This policy establishes an approval process for major modifications to currently approved academic programs to adhere to Tennessee Higher Education Commission's (THEC) policy on Academic Program Modifications (A1.1).

II.   Review

This policy will be reviewed every four years or whenever circumstances require review, whichever is earlier, by the Senior Associate Provost or Associate Provost, with recommendations for revision presented to the Academic Council, University Assembly, and the Board of Trustees.

III.   Policy/Procedure

   A. Tennessee Tech hereby adopts THEC Policy A1.1: Academic Program Modifications, as may be amended from time to time.

   B. Any academic program modifications made pursuant to this policy must also comply with TTU Policy 221 (Substantive Change).

   C. Academic Program Modifications (APM) requiring approval from THEC are limited to the following changes per THEC Policy A1.1:
   - Adding an academic program degree designation to an existing program (e.g., adding a B.A. to an existing B.S.).
   - Changing an academic program degree designation (e.g., B.A. to B.F.A.; M.A. to M.F.A.; Ed.D. to Ph.D.).
   - Changing the six-digit Classification of Instructional Program (CIP) code for an approved academic program.
   - Establishing a free-standing academic program from an existing concentration that has demonstrated steady enrollment and graduation numbers for a period of the last three (3) years. This program modification may be considered only if the establishment of the concentration as a free-standing academic program does not compromise the remaining academic program and requires limited new resources.
   - Consolidating two (2) or more existing academic programs into a single academic program.
   - Creating a joint degree program consisting of academic programs that are already approved at each participating institution.

   D. A request for an academic program modification (APM) outlined in Section C must undergo institutional approval processes at Tennessee Tech.
      1. An academic unit requesting an APM shall prepare an APM proposal that includes all items listed on *THEC Academic Program Modifications (APM) Checklist*. The APM proposal must address the criteria for review as outlined in THEC Policy A1.1, Section 1.1.3A.

2

The APM Checklist is available on the TTU Provost's Office website and THEC website.

2. An academic unit requesting an APM must submit the proposal to the following offices/committees, as appropriate, for review and approval within Tennessee Tech:
   a. Departmental faculty
   b. College curriculum committee, dean or his/her designee
   c. University Curriculum Committee (if undergraduate level) or Graduate Studies Executive Committee (if graduate level)
   d. Academic Council
   e. Provost and Vice President for Academic Affairs

E. The Provost's Office will submit the approved APM proposal and a TTU Internal Cover Form with appropriate signatures to THEC for review and approval.

F. The Provost's Office will present the APM to the Tennessee Tech Board of Trustees as an information item.

IV. Interpretation

The Provost or his/her designee has the final authority to interpret the terms of this policy.

V. Citation of Authority for Policy

T.C.A. § 49-8-203(a)(1)(B)

THEC Policy A1.1 - Academic Program Modification; THEC Academic Program Modifications (APM) Checklist

Approved by:

Academic Council:	February 22, 2017; October 4, 2023
University Assembly:	April 19, 2017; November 15, 2023
Board of Trustees:	March 23, 2017; xxxx.xx, 2023

3

Tennessee Technological University
Policy No. 226

Academic Program Modifications
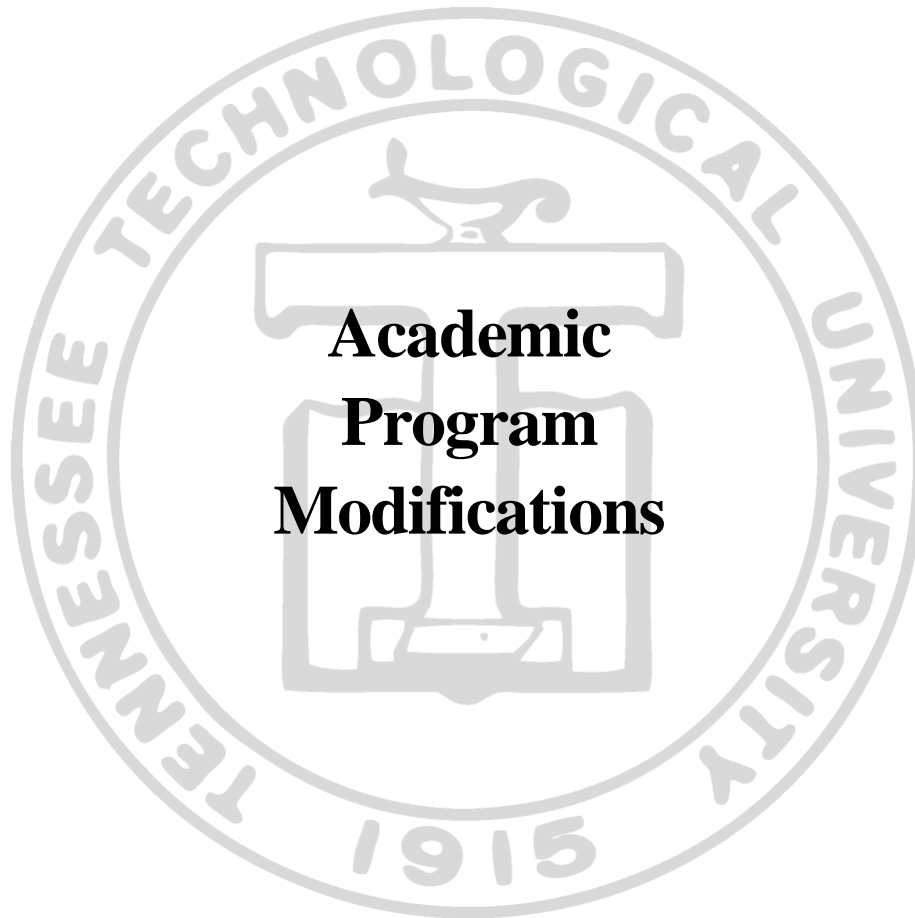
Effective Date: July 1, 2017

Policy No: 226
Policy Name: Academic Program Modifications
Date Revised: January 1, 2024

I.   Purpose

This policy establishes an approval process for major modifications to currently approved academic programs to adhere to Tennessee Higher Education Commission's (THEC) policy on Academic Program Modifications (A1.1).

II.   Review

This policy will be reviewed every four years or whenever circumstances require review, whichever is earlier, by the Senior Associate Provost or Associate Provost, with recommendations for revision presented to the Academic Council, University Assembly, and the Board of Trustees.

III.   Policy/Procedure

A. Tennessee Tech hereby adopts THEC Policy A1.1: Academic Program Modifications, as may be amended from time to time.

B. Any academic program modifications made pursuant to this policy must also comply with TTU Policy 221 (Substantive Change).

C. Academic Program Modifications (APM) requiring approval from THEC are limited to the following changes per THEC Policy A1.1:
- Adding an academic program degree designation to an existing program (e.g., adding a B.A. to an existing B.S.).
- Changing an academic program degree designation (e.g., B.A. to B.F.A; M.A. to M.F.A.; Ed.D. to Ph.D.).
- Changing the six-digit Classification of Instructional Program (CIP) code for an approved academic program.
- Establishing a free-standing academic program from an existing concentration that has demonstrated steady enrollment and graduation numbers for a period of the last three (3) years. This program modification may be considered only if the establishment of the concentration as a free-standing academic program does not compromise the remaining academic program and requires limited new resources.
- Consolidating two (2) or more existing academic programs into a single academic program.
- Creating a joint degree program consisting of academic programs that are already approved at each participating institution.

D. Change or add a program degree designation when this change involves a significant curriculum shift in redefining the program's purpose (e.g., B.A. to B.F.A; M.A. to M.F.A.; Ed.D. to Ph.D.) or change a degree designation for an existing academic program or concentration per recommendation of a disciplinary accreditation body. These requested modifications may be subject to external review.

1

E. ~~Establish free-standing degree from an existing concentration with a sustainable enrollment and graduation with degrees awarded within both the program and all concentrations under that program for a period of three years. This program modification may be considered only if the establishment of the concentration as a free-standing degree program does not compromise the remaining academic program and does not require new faculty resources.~~

F.

~~G.~~D. A request for an academic program modification (APM) outlined in Section ~~B~~ C must undergo ~~University~~ institutional ~~and Board~~ approval processes at Tennessee Tech.

    ~~1.~~ An academic unit requesting an APM shall prepare an APM proposal that includes all items listed on *THEC Academic Program Modifications (APM) Checklist*. The APM proposal must address the criteria for review as outlined in THEC Policy A1.1, Section 1.1.3A.~~must prepare a proposal for the request. The proposal should include required items and address appropriate criteria described on the THEC APM Checklist.~~ The APM Checklist is available on the TTU Provost's Office website and THEC website. ~~The proposal must also address the potential impact of the program~~

2

1. ~~modification on current programs offered within Tennessee Tech and existing programs offered in public and private institutions across Tennessee.~~
2. ~~~~
3.2. An academic unit requesting an APM must submit the proposal to the following offices/committees, as appropriate, for review and approval within Tennessee Tech:
   a. Departmental faculty
   b. College curriculum committee, dean or his/her designee
   c. University Curriculum Committee (if undergraduate level) or Graduate Studies Executive Committee (if graduate level)
   d. Academic Council
   e. Provost and Vice President for Academic Affairs

   ~~The Provost's Office will send the APM proposal with appropriate signatures to the Tennessee Tech Board of Trustees (Board) for review and approval.~~

G. ~~The Board will consider the APM proposal based on the demonstrated need for the modification and to prevent unnecessary program duplication by referring to the annual THEC statewide and institutional degree production analyses.~~

E. ~~After the Board's approval, t~~The Provost's Office will submit the approved APM proposal and a TTU Internal Cover Form with appropriate signatures to THEC for review and approval. ~~with a Cover Letter from the Provost verifying that the proposed program submission has gone through all necessary institutional approval channels.~~

H.F. The Provost's Office will present the APM to the Tennessee Tech Board of Trustees as an information item.

IV. Interpretation

The Provost or his/her designee has the final authority to interpret the terms of this policy.

## V. Citation of Authority for Policy

T.C.A. § 49-8-203(a)(1)(B)

THEC Policy A1.1 - Academic Program Modification; THEC Academic Program Modifications (APM) Checklist ~~*Policy A1.1 Academic Program Modifications*~~

Approved by:

Academic Council:	February 22, 2017; xxxx.xx, 2023
University Assembly:	April 19, 2017; xxxx.xx, 2023
Board of Trustees:	March 23, 2017; xxxx.xx, 2023

3

Agenda Item Summary

Date: November 30, 2023

Agenda Item: Policy 227 (New Academic Units)

| | Review | ⊠ | Action | | No action required |

PRESENTER(S): Provost Lori Bruce

PURPOSE & KEY POINTS: The purpose of revising Policy 227 is to align it with the recently updated THEC Policy A1.3: New Academic Units, where academic units are redefined. The proposed Policy 227 has been revised accordingly to reflect these changes.

Tennessee Technological University
Policy No. 227

New Academic Units

Original Effective Date: July 1, 2017

Date(s) Revised: January 1, 2024;

Policy No: 227
Policy Name: New Academic Units

I. Purpose

This policy establishes an approval process for new Academic Units at Tennessee Tech, consistent with all applicable policies, including the corresponding policy (A1.3) of the Tennessee Higher Education Commission (THEC).

II. Review

This policy will be reviewed at least every four years, and whenever circumstances require review, by the Senior Associate Provost or the Associate Provost, with recommendations for revision presented to the Academic Council, University Assembly, and the Board of Trustees (Board).

III. Scope

This policy applies to the creation of new Academic Units, which includes modification of existing Academic Units and name changes of existing Academic Units, at Tennessee Tech.

IV. Definition of Academic Units

Per THEC Policy A1.3, Academic Units include, but are not limited to, colleges, departments, institutes, schools, and other divisions that house at least one academic program including degrees, certificates, and minors.

V. Policy/Procedure

A. Tennessee Tech hereby incorporates by reference and will comply with THEC Policy A1.3: New Academic Units, as that policy may be amended from time to time.

B. The establishment of a new Academic Unit or modifications to an existing Academic Unit at Tennessee Tech must undergo the following institutional and Board approval processes:
1. The appropriate requestor of a new Academic Unit must seek initial approval from the Provost's Office, which may consult with the President before making a decision.
2. Following initial approval by the Provost's Office, the requestor must prepare a request for a new Academic Unit that complies with THEC Policy A1.3, Section 1.3.4A, and includes all required materials outlined in that policy's New Academic Units Checklist.
3. The requestor will submit the request to the following for review and approval or denial consistent with their applicable policies and procedures:
   a. Academic Council,
   b. Administrative Council, and
   c. President (for a new college), or Provost and Vice President for Academic Affairs (for all other types of Academic Units).
4. If the request is not fully approved by all entities in B.3.a-c above,

2

the requestor may either accept the disapproval decision or revise the request until all of those entities approve the final version.

5. The Provost's Office will send the approved request to the Board for review and approval. If the Board approves the request without any revisions, the Provost's Office will proceed to paragraph C below. If the Board disapproves the request, the requestor will proceed in accordance with direction from the Board.

C. The Provost's Office will then submit the institutional- and Board-approved request for a new Academic Unit (including all required materials as outlined in the New Academic Units Checklist and an Internal Cover Form) in writing to the THEC Executive Director for review and approval, in accordance with THEC Policy A1.3.

D. Renaming an existing academic unit requires appropriate institutional approvals and written notification to THEC prior to the name change taking effect.

VI. Interpretation

The Provost, in consultation with the President, has the final authority to interpret the terms of this policy.

VII. Citation of Authority for Policy

T.C.A. § 49-8-203(a)(1)(B); THEC Policy A1.3 New Academic Unit; New Academic Units Checklist.

Approved by:

Academic Council:	February 22, 2017, October 4, 2023
Administrative Council:	February 22, 2017, September 27, 2023
University Assembly:	April 19, 2017, November 15, 2023
Board of Trustees:	March 23, 2017, xxxx xx, 2023

3

Tennessee Technological University
Policy No. 227

New Academic Units

Effective Date: July 1, 2017

Policy No: 227
Policy Name: New Academic Units
Date Revised: January 1, 2024

I. Purpose

This policy establishes an approval process for new ~~A~~academic ~~U~~units at Tennessee Tech, consistent with all applicable policies, including the corresponding policy (A1.3) of the Tennessee Higher Education Commission (THEC).

II. Review

This policy will be reviewed at least every four years, and ~~or~~ whenever circumstances require review, ~~whichever is earlier,~~ by the Senior Associate Provost or the Associate Provost, with recommendations for revision presented to the Academic Council, University Assembly, and the Board of Trustees (Board).

III. Scope

~~For purposes of t~~This policy applies to the creation of new Academic Units, which includes modification of existing Academic Units and name changes of existing Academic Units, ~~new academic units subject to this policy include academic colleges, departments, and schools~~at Tennessee Tech.

IV. Definition of Academic Units

Per THEC Policy A1.3, Academic ~~U~~units include, but are not limited to, colleges, departments, institutes, schools, and other divisions that house at least one academic program including degrees, certificates, and minors.

V. Policy/Procedure

A. Tennessee Tech hereby incorporates by reference~~adopts~~ and will comply with THEC ~~P~~Policy A1.3: New Academic Units, as that policy may be amended from time to time.

B. The establishment of a new ~~department/school~~Academic Unit or modifications to an existing ~~A~~academic ~~U~~unit at Tennessee Tech must undergo the following institutional and ~~the Tennessee Tech Board of Trustees (~~Board~~)~~ -approval processes ~~at Tennessee Tech~~:
  1. ~~An academic college~~The appropriate request~~ing~~ of a new ~~department/school~~Academic Unit ~~shall~~ must seek initial approval from the Provost's Office, which may consult with the President before making a decision.
  2. Following initial approval by the Provost's Office, the ~~academic college requesting a new department/school~~requestor must prepare a request for a new Academic ~~U~~unit that ~~addresses all criteria indicated in~~complies with THEC ~~P~~policy A1.3, Section 1.3.4A, and includes all required materials ~~as~~ outlined in th~~at policy's~~e New Academic Units Checklist.
  3. The ~~academic college requesting a new department/school~~requestor will

2

submit the request to the following ~~offices/committees~~ for review and approval or denial consistent with their applicable policies and procedures:

    a. ~~the~~ Academic Council,

    b. ~~the~~ Administrative Council, and

    c. ~~the~~ President (for a new college), or ~~the~~ Provost and Vice President for Academic Affairs (for all other types of Academic Units).

4. If the request is not fully approved by all entities in B.3.a-c above, the requestor may either accept the disapproval decision or revise the request until all of those entities approve the final version.

~~4.~~5. The Provost's Office will send the approved request to the Board for review and approval. If the Board approves the request without any revisions, the Provost's Office will proceed to paragraph C below. If the Board disapproves the request, the requestor will proceed in accordance with direction from the Board.

~~C. The establishment of a new college must undergo the following institutional and Board approval process:~~

    ~~1. The Provost's Office shall seek initial approval from the President for the establishment of a new college.~~

    ~~2. The Provost's Office must prepare a request for a new unit that addresses all criteria indicated in THEC policy A1.3, Section 1.3.4A, and includes all required materials as outlined in the New Academic Units Checklist.~~

    ~~3. The Provost's Office will submit the request to following offices/committees for review and approval:~~

        ~~a. Academic Council~~

        ~~b. Administrative Council~~

        ~~c. President~~

    ~~4. The Provost's Office will send the approved request to the Board for review and approval.~~

~~D.~~**C.** ~~After the Board's approval, t~~The Provost's Office will submit the institutional- and Board-approved request for a new ~~A~~academic ~~U~~unit (including all required materials as outlined in the New Academic Units Checklist and an Internal Cover Form) in writing to the THEC Executive Director for review and approval, in accordance with THEC Policy A1.3.

~~E. Modifications to an existing academic unit, with the exception of a name change, requires THEC's review and approval.~~

~~F.~~**D.** Renaming an existing academic unit requires appropriate institutional approvals and a written notification to THEC prior to the name change taking effect.

VI.   Interpretation

The Provost, in consultation with the President, ~~or his/her designee~~ has the final authority to interpret the terms of this policy.

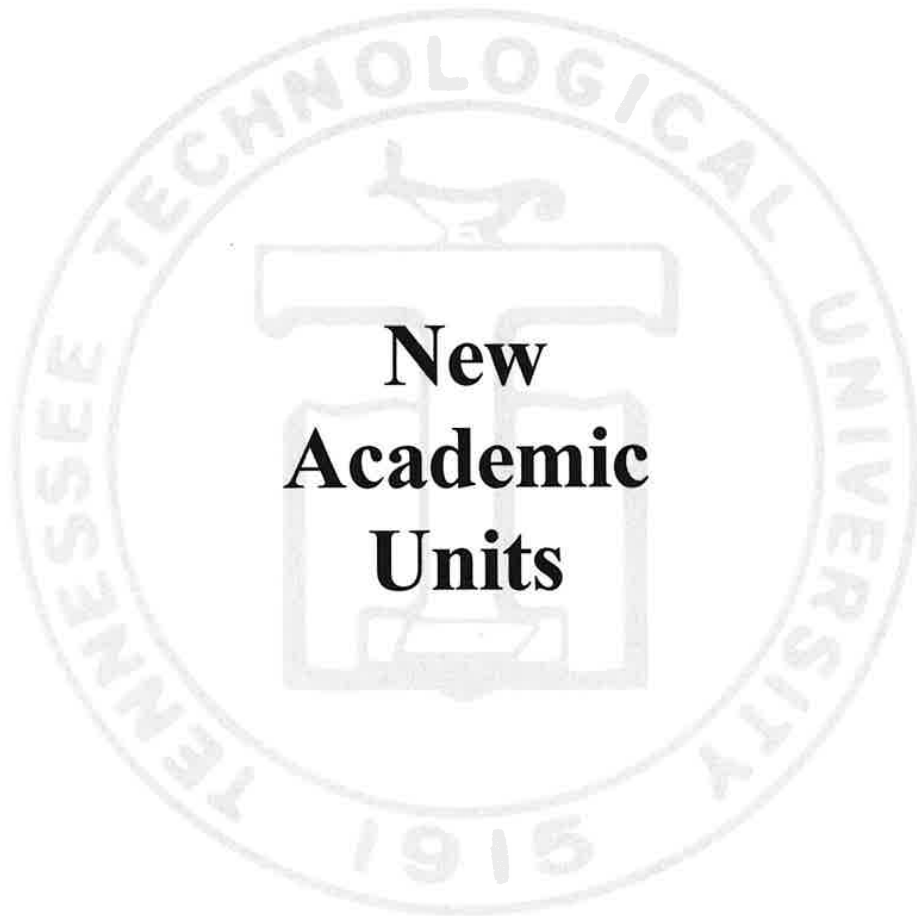## VII. Citation of Authority for Policy

T.C.A. § 49-8-203(a)(1)(B); THEC Policy A1.3 New Academic Unit; New Academic Units Checklist.

Approved by:

Academic Council:	February 22, 2017, xxxx xx, 2023
Administrative Council:	February 22, 2017, xxxx xx, 2023
University Assembly:	April 19, 2017, xxxx xx, 2023
Board of Trustees:	March 23, 2017, xxxx xx, 2023

4

Agenda Item Summary

Date: November 30, 2023

Agenda Item: FY2023-24 Revised Budget/Organizational Chart

	Review	☒	Action		No action required

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

PURPOSE & KEY POINTS: Review recommendation and approval of Tennessee Tech's 2023-24 Revised Budget and Organizational Chart.

Revised Budget reflects revenue based on fall semester actual enrollments. Special fees unspent from FY2022-23 and other encumbrances from FY2022-23 are included in the revised budget as one-time expense budget increase.

The revised budget includes budget line items for Educational & General (E & G) revenues and expenses for the University's major operations and Auxiliary Enterprise revenues and expenses. This budget also includes mandatory transfers which are resources set aside to service debt for the fiscal year. Non-mandatory transfers included in the budget are resources transferred to reserves and plant funds at the University's discretion.

Definitions for Budget Cycles, Revenue Categories, Expense Categories

Actuals FY2022-23: This data reflects how the FY2022-23 ended. This data is used for preparation of the University's financial statements. Unspent resources at end-of-year are either included in the beginning fund balance of the Revised Budget or, in the case of special fees and research related obligations, re-budgeted into the departments.

Proposed Budget FY2023-24: The Proposed Budget is our original budget (operating plan) to begin the new fiscal year. This budget includes only recurring revenue and expense items. The Proposed Budget revenues are based on estimated fall semester enrollments and generally include any new State appropriations the University expects to receive. New cost increases that create ongoing obligations are included in the Proposed Budget.

Revised Budget FY2023-24: This budget is the first revision to our Proposed Budget. The Revised Budget reflects revenue estimates based on actual fall enrollments. Expense budgets are increased for any unspent resources (carryforwards) from the prior fiscal year, FY2022-23.

Educational & General (E&G) Revenues: These are unrestricted resources that can be used for anything within the mission of the University.

E&G Expenses by Budget Category: Expenses are shown by functional classification. These categories show how expenses are budgeted for the different functions of the University.

E&G Expenses by Natural Classification: Expenses are shown by type of expenses, e.g., salaries and wages, fringe benefits, travel, etc.

Auxiliary Budget Summary: Budgets for activities such as housing, foodservices, recreation center, that must operate at a profit or at least breakeven point.

Mandatory Transfers: Transfers for annual debt service obligations.

Non-Mandatory Transfers: Transfers for University funded capital projects (Unexpended Plant) and renewal and replacement funds for major maintenance and equipment replacement including technology hardware and software.

Budget Summary and Budget Analysis

The complete Budget Summary and Budget Analysis documents can be viewed on the Budget, Planning, Reporting and Analysis website:

Direct Link to document – **Summary**:
https://www.tntech.edu/businessoffice/pdf/budget/Final-October-Summary-Book_FY2023-2024.pdf

Direct Link to document – **Analysis**:
https://www.tntech.edu/businessoffice/pdf/budget/Final-October-Analysis-Book_FY2023-2024.pdf

Historical Budget documents (FY2011 through FY2022):

Budget **Summary** and **Analysis**: https://www.tntech.edu/businessoffice/bpra/budgetary-info.php

E&G Revenues - Proposed Budget FY2023-24 & Revised Budget FY2023-24

	Proposed Budget FY2023-24	Revised Budget FY2023-24
Tuition and Fees	$ 105,062,800	$ 104,803,000
State Appropriations	$ 82,153,800	$ 85,439,700
Contracts and IDC	$ 1,559,300	$ 1,961,300
Sales and Services Educational	$ 913,700	$ 1,226,700
Other Activities (incl Athletic Student Fee)	$ 10,663,800	$ 10,428,500
Total Revenues	$ 200,353,400	$ 203,859,200

E&G Expenses by Budget Category - Proposed Budget FY2023-24 & Revised Budget FY2023-24

	Proposed Budget FY2023-24	Revised Budget FY2023-24
Instruction	$ 82,786,000	$ 92,840,800
Research	$ 3,162,900	$ 8,286,900
Public Service	$ 2,056,400	$ 3,768,800
Academic Service	$ 15,728,000	$ 19,422,600
Student Services	$ 24,140,900	$ 26,365,400
Institutional Support	$ 20,367,400	$ 21,560,300
Oper. & Maint. of Plant	$ 19,049,300	$ 22,299,700
Scholarships & Fellowships	$ 20,628,000	$ 21,393,100
Total Expenses	$ 187,918,900	$ 215,937,600

E&G Expenses by Natural Classification -Proposed Budget FY2023-24 & Revised Budget FY2023-24

	Proposed Budget FY2023-24	Revised Budget FY2023-24
Salaries and Wages	$ 91,107,575	$ 93,792,537
Fringe Benefits	$ 36,643,521	$ 38,283,477
Travel	$ 2,068,849	$ 2,403,354
Operating & Utilities	$ 36,582,106	$ 58,937,069
Scholarships & Fellowships	$ 21,185,287	$ 21,949,395
Capital	$ 331,500	$ 571,790
Total Expenses	$ 187,918,838	$ 215,937,622

E&G Unrestricted Budget Summary - Proposed Budget FY2023-24 & Revised Budget FY2023-24

	Proposed Budget FY2023-24	Revised Budget FY2023-24
Beginning Fund Balance	$ 7,801,051	$ 34,169,920
E&G Revenues	$ 200,353,400	$ 203,859,200
E&G Expenses	$ (187,918,900)	$ (215,937,600)
Mandatory Transfers	$ (3,668,700)	$ (3,668,700)
Non-mandatory Transfers	$ (8,373,600)	$ (11,762,700)
Ending Fund Balance	$ 8,193,251	$ 6,660,120

Auxiliary Budget Summary - Proposed Budget FY2023-24 & Revised Budget FY2023-24

	Proposed Budget FY2023-24	Revised Budget FY2023-24
Beginning Fund Balance	$ 1,724,798	$ 1,258,730
Aux Revenues	$ 20,140,100	$ 20,564,300
Aux Expenses	$ (10,106,600)	$ (10,313,300)
Mandatory Transfers	$ (6,812,000)	$ (7,032,200)
Non-mandatory Transfers	$ (3,220,800)	$ (2,025,200)
Ending Fund Balance	$ 1,725,498	$ 2,452,330

TOTAL Budget Summary - Proposed Budget FY2023-24 & Revised Budget FY2023-24

	Proposed Budget FY2023-24	Revised Budget FY2023-24
Beginning Fund Balance	$ 9,525,849	$ 35,428,650
Total Revenues	$ 220,493,500	$ 224,423,500
Total Expenses	$ (198,025,500)	$ (226,250,900)
Mandatory Transfers	$ (10,480,700)	$ (10,700,900)
Non-mandatory Transfers	$ (11,594,400)	$ (13,787,900)
Ending Fund Balance	$ 9,918,749	$ 9,112,450

Breakdown of E&G Fund Balance - Proposed Budget FY2023-24 & Revised Budget FY2023-24

	Proposed Budget FY2023-24	
	Beginning Fund Balance	**Ending Fund Balance**
Allocation for Encumbrances	$ -	$ -
Allocation for Working Capital	$ 3,786,177	$ 3,786,177
Special Allocations*	$ 4,014,874	$ 4,407,066
Unallocated Balance (due to rounding)	$ -	$ -
Total E&G Fund Balance	**$ 7,801,051**	**$ 8,193,243**
*2% to 5% Reserve of E&G Revenues	$ 4,014,874	$ 4,407,066
*Student Activity Fee	$ -	$ -
*Technology Access Fee	$ -	$ -
*Specialized Academic Fee	$ -	$ -
Total Special Allocations	$ 4,014,874	$ 4,407,066

	Revised Budget FY2023-24	
	Beginning Fund Balance	**Ending Fund Balance**
Allocation for Encumbrances	$ 680,066	$ -
Allocation for Working Capital	$ 2,569,881	$ 2,569,881
Special Allocations*	$ 30,919,925	$ 4,090,255
Unallocated Balance (due to rounding)	$ -	$ -
Total E&G Fund Balance	**$ 34,169,872**	**$ 6,660,136**
*2% to 5% Reserve of E&G Revenues	$ 27,455,362	$ 4,090,255
*Student Activity Fee	$ -	$ -
*Technology Access Fee	$ 2,878,038	$ -
*Specialized Academic Fee	$ 586,525	$ -
Total Special Allocations	$ 30,919,925	$ 4,090,255

E&G Transfers - Proposed Budget FY2023-24 & Revised Budget FY2023-24

	Proposed Budget FY2023-24	Revised Budget FY2023-24
Debt Service Perf Contract	$ 491,074	$ 491,074
Debt Service Fitness Center	$ 1,670,000	$ 1,670,000
Debt Service Parking	$ 860,935	$ 860,935
Debt Serice Lab Science Bldg	$ 646,673	$ 646,673
Debt Service Univ Center	$ -	$ -
Debt Service Eblen Center	$ -	$ -
Total Debt Service Transfers	$ 3,668,682	$ 3,668,682
Debt Service Fitness Center	$ 198,480	$ 198,480
Debt Service Univ Center	$ 89,460	$ 89,460
Debt Service Eblen Center	$ 196,810	$ 196,810
Debt Service Perf Contract	$ 121,000	$ 121,000
Facilities Development (fee)	$ 221,865	$ 628,365
Landscaping	$ 325,000	$ 325,000
Parking and Transportation	$ 560,943	$ 565,747
Various Academic Buildings	$ 345,890	$ 345,890
Extraordinary Maintenance	$ 650,000	$ 650,000
Utilites Project	$ -	$ -
Welcome Signs	$ -	$ -
ARC Greenhouse	$ -	$ 200,000
Softball Baseball Turf	$ -	$ 260,000
Foundation COB	$ -	$ -
Wind Tunnel	$ 2,948,000	$ 2,948,000
Craft Center Maintenance	$ -	$ -
Small Projects	$ -	$ -
Total Unexp Plant Transfers	$ 5,657,448	$ 6,528,752
IT Computer Equipment	$ 577,110	$ 577,110
Electronic Upgrades	$ 350,000	$ 350,000
Equipment - Departments	$ 280,320	$ 280,320
ERP Replacement	$ 476,465	$ 476,465
Athletics		$ -
Anticipated Early Graduation	$ -	$ -
Reserves	$ 1,032,242	$ 3,550,000
Total R&R Transfers	$ 2,716,137	$ 5,233,895
GRAND TOTAL All Transfers	**$ 12,042,267**	**$ 15,431,329**

Reserves - Revised Budget FY2023-24 (bal. at 6-30-23)

		Unexpended Plant
Land Purchases	$	2,391,598
Engineering building bid over budget plus required match	$	10,410,138
Innovation Residence Hall	$	13,310,136
Ag Technology Innovation Center	$	1,161,536
Residence halls roofing/HVAC	$	5,470,879
Facilities Service Complex	$	16,636,507
Parking and paving	$	4,689,206
Repairs/replacement of athletic facilities fields	$	3,070,225
Construction of new west stadium	$	6,652,194
Hooper Eblen Repairs	$	3,473,124
Crossville TAP Windtunnel	$	3,347,500
Craft Center Repairs	$	2,840,000
Repairs/major maintenance to academic buildings	$	1,488,574
Murphy Hall Elevator	$	2,090,000
HVAC/Infrastructure	$	4,206,872
Small projects	$	7,348,531
	$	88,587,020

		Renewal and Replacement
Auxiliary - Housing	$	8,467,188
Auxiliary - Other	$	10,538,772
Computer Center	$	4,104,693
Technology Update	$	1,975,294
Telecommunication	$	792,551
Printing & Photo Services	$	189,021
Motor Pool	$	452,446
Craft Center R&R	$	781,548
Athletics	$	1,320,508
Strat. Invest. Maintenance & Beautification	$	5,922,145
Anticipated Early Grad Change	$	3,567,972
HERFF	$	289,855
ERP Replacement	$	8,414,593
Departmental R&R	$	955,774
University Reserve	$	5,842,971
Total R&R	$	53,615,332
GRAND TOTAL All Reserves	**$**	**142,202,352**

Office of the President

TENNESSEE TECH

October 13, 2023

Submitting on behalf of Tennessee Tech University (TTU) a crosswalk of organizational changes/updates with a proposed implementation date of January 1, 2024, as follows:

Academic Affairs:

- Rename Cybersecurity Education, Research and Outreach Center to Center for Cybersecurity Education, Research and Outreach

- Rename Energy Systems Research Center to Center for Energy Systems Research

- Rename Manufacturing Research Center to Center for Manufacturing Research

- Rename Student Success Center to Hixson Student Success Center

- Remove Minority Engineering Programs as a direct report to College of Engineering

Planning & Finance

- Add Campus Safety and Emergency Management as a direct report to Planning & Finance

Student Affairs:

- Add Student Advocacy as a direct report to Strategic Initiatives and Dean of Students

- Add Cross-Cultural Engagement as a direct report to Intercultural Affairs

- Add Intergroup Dialogues as a direct report to Intercultural Affairs

- Rename Black Cultural Center to Leona Lusk Officer Black Cultural Center

Dr. Philip B. Oldham, President

BOARD OF TRUSTEES

PRESIDENT - - - - **Internal Audit**

Chief of Staff
- Board Secretary

Government Affairs

University Counsel

DIVERSITY & INCLUSION
- Community Engagement
- Diversity Champions
- Diversity Fundraising Initiative
- Student, Faculty & Staff Recruitment & Retention
- Training & Campus Climate Assessments

INTERCOLLEGIATE ATHLETICS - - - Faculty Athletics Representative
- - - - - - - - NCAA Certification & Compliance
- Academic Success/Student-Athlete Welfare
- Athletic Performance/Strength & Conditioning
  - Sports Nutrition
- Business/Personnel Management
- Development
- External Relations/Facilities/Game Management
- Golden Eagle Golf Club
- NCAA Compliance/Senior Woman Administrator
- Sports Information/Broadcasting
- Sports Medicine/Athletics Training

Women's Sports
- Basketball
- Beach Volleyball
- Cross Country
- Golf
- Soccer
- Softball
- Track & Field
- Volleyball

Men's Sports
- Baseball
- Basketball
- Cross Country
- Football
- Golf
- Tennis

Faculty Senate

Staff Advisory Committee

University Assembly
- Academic Council
  - University Standing Committees
- Administrative Council
  - University Standing Committees
- Information Technology Committee
- International Affairs Committee
- University Planning Committee

ENROLLMENT & COMMUNICATION
- Communications & Marketing
  - Brand Communication
    - Creative Services
    - Social Media
  - Interactive Media
  - Marketing
  - Printing Services
  - Web & Digital Media
- News & Public Relations
- Strategic Planning & Data
- Enrollment Management
  - Admissions
  - Enrollment Data & Systems
  - Financial Aid
    - Scholarships
  - International Education
  - Military & Veterans Affairs
  - Student Success
    - Career Development
    - Launchpad Student Success Center
    - New Student & Family Programs

PLANNING & FINANCE
- Information Technology Services
  - Academic & Client Technologies
    - Systems Integration & Architecture
    - Service Center
    - Client Technologies Analysts
  - Enterprise Application Systems
  - Information Security
  - Networking & Operations
  - Site Licenses/Contracts
  - Systems Support
- Auxiliaries
  - Dining Services
  - Mail Services
  - Parking & Transportation Services
  - University Bookstore
- Business Office
  - Budgeting, Planning, Reporting & Analysis
  - Financial Reporting & Accounting
  - Financial Services
  - Grant Accounting
  - Payroll
- Campus Safety and Emergency Management
- Compliance
  - Title IX & Clery Reporting
- Cookeville Higher Education Campus
- Facilities & Business Services
  - Capital Projects
  - Environmental Health & Safety
  - Telecommunications
- Human Resources
  - Diversity & Employee Relations
  - HR Services
  - Talent Management & Organizational Development
- Purchasing & Contracts
  - Facilities Use

RESEARCH & ECONOMIC DEVELOPMENT
- Economic Development
  - Technology Transfer
  - Tennessee Center for Rural Innovation
- Research Administration
  - Research Compliance
  - Sponsored Programs
- Research Foundation
- Water Resources Center

STUDENT AFFAIRS
- Health, Wellness & Well-Being
  - Accessible Education Center
  - Counseling Center
  - J.J. Oakley Health Services
  - Marc L. Burnett Student Recreation & Fitness Center
- Strategic Initiatives & Dean of Students
  - Assessment, Marketing & Technology
  - Eagle Card
  - Student Advocacy
  - Student Conduct
- Service Learning
- Student Engagement
  - Community Engagement/Volunteerism
  - Fraternity & Sorority Life
  - Intercultural Affairs
    - Cross-Cultural Engagement
    - Intergroup Dialogues
    - Leona Lusk Officer Black Cultural Center
    - LGBTQ & Ally Support Services
  - Off-Campus & Commuter Student Services
  - Roaden University Center Services
  - Student Activities & Campus Life
  - Student Government Association
- University Housing & Residential Life
- University Police

UNIVERSITY ADVANCEMENT
- Advancement Services
  - Gift & Financial Management
  - Records & Research
- Crawford Alumni Center
  - Alumni Engagement & Stewardship
  - Annual Giving
  - Events
- University Development
  - Corporate & Foundation Relations
  - Major Gifts
  - Planned Gifts

ACADEMIC AFFAIRS

Academics & Operations
- Academic Integrity
- Honors College
- Military Science
- Space Utilization
- Student Success
- Study Abroad

Institutional Support
- Accreditation
- Institutional Assessment, Research & Effectiveness
- Quality Assurance Funding
- Quality Enhancement Program
- Undergraduate Education
  - General Education
- Women's Center

Online Education & Faculty Development
- Center for Advancing Faculty Excellence
  - Center for Innovation in Teaching & Learning
  - Diversity & Inclusion
  - Faculty Development & Awards
- Online Education
- TN eCampus

Angelo & Jennette Volpe Library
- Library & Learning Assistance

Records & Registration

College of Agriculture & Human Ecology
- School of Agriculture
- School of Human Ecology
- Student Success Center

College of Arts & Sciences
- Biology
  - Co-op Fisheries Unit
- Chemistry
- Earth Sciences
- English
- Foreign Languages
- History
- Mathematics
- Physics
- Sociology & Political Science
- Student Success Center

College of Business
- Accounting
- Decision Sciences & Management
- Economics, Finance & Marketing
- Graduate Office
- iCube
- Student Success Center

College of Education
- Child Development Lab
- Counseling & Psychology
- Curriculum & Instruction
- Exercise Science
- Millard Oakley STEM Center
- Student Success Center
- Teacher Education

College of Engineering
- Center for Cybersecurity Education, Research and Outreach
- Center for Energy Systems Research
- Center for Manufacturing Research
- Chemical Engineering
- Civil & Environmental Engineering
- Computer Science
- Electrical & Computer Engineering
- General & Basic Engineering
- Hixson Student Success Center
- Manufacturing & Engineering Technology
- Mechanical Engineering

College of Fine Arts
- Joe L. Evins Appalachian Center for Craft
- Center Stage
- School of Art, Craft & Design
- School of Music
- Student Success Center

College of Graduate Studies

College of Interdisciplinary Studies
- Communication
  - Oracle/WTTU
- Non-Credit Programs
- Off-Campus Programs
- School of Environmental Studies
- School of Interdisciplinary Studies
- School of Professional Studies
- Student Success Center

Whitson-Hester School of Nursing
- Student Success Center

Jan. 1, 2024

Agenda Item Summary

Date: November 30, 2023

Agenda Item: Tuition Transparency Act Report (T.C.A. § 49-7-1604)

☐ **Review**   ☒ **Action**   ☐ **No action required**

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

PURPOSE & KEY POINTS: By February 1 of each year, the Board is required to provide a report to the General Assembly with information regarding expenditures of revenues derived from any tuition and fees increase in the previous full academic year. The report must include how revenues were used, the effect on student financial aid, and the effect on the average total cost of attendance per student.

State of Tennessee
2018 Public Acts, Chapter 614
T.C.A § 49-7-1604

By February 1 of each year, each governing board shall provide a report to the office of legislative budget analysis, for distribution to the general assembly, with information regarding expenditures of revenues derived from any tuition and fees increase in the previous full academic year. The report shall include how revenues were used, the effect on student financial aid, and the effect on the average total cost of attendance per student.

Report Based on FY 2022-23 Financial Data

Tuition increase of 0% = $0	
Effect on Average Cost of Attendance per student = $0 per semester	
Effect on Student Financial Aid = None	
Use of Revenues	**Dollars**
No increase recommended for tuition for FY22-23	$0

Mandatory Fees increase of 0% = $0	
Effect on Average Cost of Attendance per student = $0 per semester	
Effect on Student Financial Aid = None	
No increase recommended for mandatory fees for FY22-23	$0

State of Tennessee

PUBLIC CHAPTER NO. 614

SENATE BILL NO. 1665

By Dickerson, Gresham, Yarbro

Substituted for: House Bill No. 1684

By Smith, Ragan, Daniel, Moody, Hardaway, Terry, Towns

AN ACT to amend Tennessee Code Annotated, Title 49, Chapter 11; Title 49, Chapter 7; Title 49, Chapter 8 and Title 49, Chapter 9, relative to higher education.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Tennessee Code Annotated, Title 49, Chapter 7, is amended by adding the following language as a new part:

49-7-1601.

This part shall be known and may be cited as the "Tuition Transparency and Accountability Act."

49-7-1602.

As used in this part:

(1) "Board" means the trustees of the University of Tennessee or a state university board, as applicable;

(2) "Cost of attendance" means the combined cost of tuition, mandatory fees, room and board, books, and other educational expenses as determined by the financial aid office of the postsecondary institution;

(3) "Predictive cost estimate" means a non-binding estimated cost of attending an undergraduate program at the postsecondary institution based on a student's chosen field of study over a four-year period. A predictive cost estimate may include, but is not limited to, potential tuition and mandatory fee increases, projected increases in tuition based on a student's chosen field of study, and historical trend data; and

(4) "Tuition and mandatory fees" means the charges imposed to attend the relevant institution of higher education as an in-state undergraduate student and all fees required as a condition of enrollment as determined by the board. "Tuition and mandatory fees" does not include fees charged to out-of-state students by institutions of higher education, room and board, or other non-mandatory fees and charges.

49-7-1603.

(a) At least fifteen (15) days prior to holding a meeting to adopt an increase in tuition and mandatory fees, a board shall give public notice of the proposed tuition and mandatory fee increase as an action item on the board's meeting agenda. Individuals shall be permitted to provide comments during the fifteen-day period. The public notice of the proposed tuition and mandatory fee increase shall, at a minimum, include:

(1) An explanation for the proposed tuition and mandatory fee increase;

(2) A statement specifying the purposes for which revenue derived from the tuition and mandatory fee increase will be used; and

SB 1665

(3) A description of the efforts to mitigate the effect of the tuition and mandatory fee increase on students.

(b)(1) By January 1, 2019, each board shall develop a list of factors that shall be considered when developing recommendations to increase tuition and mandatory fees. The factors shall include, at a minimum, the level of state support; total cost of attendance; and efforts to mitigate the financial effect on students.

(2) Each state university and each campus in the University of Tennessee system shall post on its website a summary of the recommendations pursuant to subdivision (b)(1).

49-7-1604.

By February 1 of each year, each governing board shall provide a report to the office of legislative budget analysis, for distribution to the general assembly, with information regarding expenditures of revenues derived from any tuition and fees increase in the previous full academic year. The report shall include how revenues were used, the effect on student financial aid, and the effect on the average total cost of attendance per student.

49-7-1605.

Beginning August 1, 2019, each state university and each campus in the University of Tennessee system shall provide, with a student's letter of acceptance, a predictive cost estimate for students applying for undergraduate degree programs for the 2020-2021 academic year and for academic years thereafter.

SECTION 2. This act shall take effect July 1, 2018, the public welfare requiring it.

2

SENATE BILL NO.   __1665__

PASSED: __March 19, 2018__

___Randy McNally___
RANDY McNALLY
SPEAKER OF THE SENATE

___Beth Harwell___
BETH HARWELL, *SPEAKER*
HOUSE OF REPRESENTATIVES

APPROVED this __2ⁿᵈ__ day of ___April___ __ 2018

___Bill Haslam___
BILL HASLAM, *GOVERNOR*