

MIDDLE TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

MINUTES

The Middle Tennessee State University Board of Trustees met on June 14, 2022, in the Miller Education Center Meeting Room at Middle Tennessee State University.

Call to Order and Pledge of Allegiance

Board Chair Steve Smith called the meeting to order at 1:00 p.m. Lt. Gen. (Ret.) Keith Huber led the Pledge of Allegiance.

Introduction of Student Veteran

Gen. Huber introduced U.S. Army 2nd Lt. Caleb Watts. Lt. Watts initially enrolled at MTSU in 2016 and graduated with a bachelor's degree in Economics in 2020. He then decided to pursue a career in the military, but first explored the graduate school options available through ROTC. He was awarded an MTSU ROTC scholarship and earned his master of arts in Economics in May 2022 along with a commission as a Second Lieutenant in the active-duty U.S. Army. Lt. Watts's family has a number of recent MTSU alums, including his mother. Lt. Watts has been accepted as an Economics PhD candidate and will deploy to Korea in the beginning of 2023. Lt. Watts thanked MTSU for its support of veterans and highlighted the competency of the military science program.

Roll Call

Board Secretary James Floyd called the roll. The following trustees were in attendance: Tom Boyd, Rick Cottle, Pete DeLay (REMOTE-VERIFIED), Darrell Freeman, Joey Jacobs, Chris Karbowski (REMOTE-VERIFIED), Stephen Smith, and Pam Wright (REMOTE-VERIFIED). A quorum was declared.

Mark Byrnes, University Provost; Joe Bales, Vice President for University Advancement; Yvette Clark, Interim Vice President for Information Technology and Chief Information Officer; Deb Sells, Vice President for Student Affairs and Vice Provost for Enrollment and Academic Services; Alan Thomas, Vice President for Business and Finance; Andrew Oppmann, Vice President for Marketing and Communications; James Floyd, University Counsel and Board Secretary; and Kim Edgar, Executive Assistant to the President and Chief of Staff, were also in attendance.

Approval of April 5, 2022, Meeting Minutes – Action

Trustee Jacobs made the motion to approve the minutes from the April 5, 2022, meeting, and Trustee Boyd seconded the motion. A roll call vote was taken, and the motion was approved unanimously.

Committee Report: Academic Affairs, Student Life, and Athletics

Committee Chair Pam Wright reported that the Academic Affairs, Student Life, and Athletics Committee met on May 24, 2022. The Committee approved the minutes from the March 15, 2022, meeting. The Committee report contained three action items, which were unanimously approved for the Board’s consideration. Information items included a report on applications and enrollment activity and a presentation on Open Education Resources. Materials outlining these actions were made available for review prior to the Board meeting and are contained in the Board notebooks.

Tenure and Promotion Candidates – Action

Provost Byrnes reported to the Committee that faculty members applied for tenure and/or promotion in September 2021. They have been reviewed by their department chair/school director, department/school committee, college committee, college dean, provost, and president as stipulated by MTSU Policies 204 Tenure and 205 Promotion of Tenured and Tenurable Faculty along with their respective college and department policies. The president and university provost recommended that these faculty be granted tenure and/or promotion

effective August 1, 2022. This Committee unanimously approved the 28 candidates recommended for tenure and 29 candidates for promotion.

Approval of the Joey A. Jacobs Chair of Excellence in Accounting Chairholder – Action
MTSU Policy 800 General Personnel requires the approval of the president and Board of Trustees for appointments of Chairs of Excellence. Mr. Jarrett Decker was recommended as the Chairholder by the Dean, Provost, and President and was approved unanimously by the Committee. His academic-year salary will be \$200,000.00.

Chairman Smith recognized Trustee Jacobs for his one-million-dollar donation which created the Joey A. Jacobs Chair of Excellence in Accounting.

Academic Degree Program, Bachelor of Science in Cybersecurity – Action

In accordance with MTSU Policy 251 Approval of Academic Programs, Units, and Modifications, all academic actions that require review and approval by THEC must be approved by the Board of Trustees. This Committee unanimously approved the new degree program.

Motion

Trustee Freeman made the motion to approve the action items recommended by the Committee and Trustee Boyd seconded the motion. A roll call vote was taken and the motion to approve the action items carried unanimously.

Committee Report: Audit and Compliance Committee

Committee Chair Pete DeLay reported that the Audit and Compliance Committee met on May 24, 2022. The Committee approved the minutes from its March 15, 2022, meeting. The Committee report contained no action items. Information items presented included a report of independence of the Chief Audit Executive; results of external reviews – Tennessee Department of Health, Compliance and Ethics Office Monitoring Review Report issued on March 1, 2022;

and the quarterly report – results of internal audit reports. There were no audit findings or reportable issues.

During the closing remarks, Provost Byrnes announced that Brenda Burkhart, Chief Audit Executive, was retiring on June 30 after a 35+ year career at MTSU. Brenda was thanked for her service to the university.

The public meeting of the Committee was adjourned, and the Committee went into executive session to discuss audits and investigations.

Materials outlining this information were made available for review prior to the Board meeting and are contained in the Board notebooks.

Committee Report: Finance and Personnel Committee

Trustee Jacobs reported that the Finance and Personnel Committee met on May 24, 2022. The Committee approved the minutes from its March 15, 2022, meeting. The Committee report contained seven action items, which were unanimously approved for consideration by the Board. Materials outlining these actions were made available for review prior to the Board meeting and were contained in the Board notebooks.

Approval of Revisions to Policies 641 Student Fees, Incidental Charges, and Refunds and 730 Campus Crisis and Emergency Management – Action

Revisions to Policy 641 related to updating the corporate partnership rate previously approved by the Board of Trustees and setting the tuition rate for dual enrollment to the maximum grant amount stipulated by the Tennessee Student Assistance Corporation (TSAC). Revisions to Policy 730 reflected various changes to the university's emergency operations plan, including the movement of responsibility to the University Police Department.

Capital Outlay Project Submittal – Action

Bill Waits, Assistant Vice President for Campus Planning, presented the proposed MTSU capital outlay request for FY 2023-2024, which includes the new academic building project that will provide academic classrooms, class labs, faculty and staff offices, and support space for selected Liberal Arts departments and the associated Center for Innovation and Leadership, History Museum, and MTSU archives and exhibit spaces. A 300-seat lecture hall is included in the scope of work to host public lectures and other community events. The deadline for submitting Capital Outlay projects to THEC is August 26, 2022.

Capital Disclosures – Action

Mr. Waits also presented plans to submit five projects as part of the 2023-2024 Capital Budget Request, which includes two new athletic projects and the re-disclosure of three previously disclosed projects.

Capital Maintenance Projects Submittal – Action

Joe Whitefield, Assistant Vice President for Facilities Services, presented the request submittal to THEC which includes capital maintenance requests for seven projects for FY 2023-2024 totaling \$15,807,000.00 and a summary of capital maintenance project requests for an additional four years, FY 2024-2025 through FY 2027-2028.

Approval of Proposed Tuition, Fees, and Housing Rates – Action

Alan Thomas, Vice President for Business and Finance, presented this report. For 2022-2023, THEC approved binding ranges for undergraduate in-state tuition and the combined undergraduate in-state tuition plus mandatory fees at 0% in alignment with the Governor's Budget. The Committee approved the recommendation for a 0% increase in undergraduate tuition and fees as well as a 0% increase in graduate and out-of-state tuition. A 3% increase in housing rates for next year was approved.

Compensation Plan – Action

The compensation plan was presented by Kathy Musselman, Assistant Vice President for Human Resources. The Governor’s Budget provided partial funding of \$4.6 million in recurring funding for a 4% salary pool. The estimated cost to fully fund a 4% salary pool for the university was \$7.2 million. The following recommendations, along with full funding of the salary pool, were presented for approval:

- Increase salaries for employees below the 2022 poverty level.
- Provide a 2.0% Cost of Living Allowance (COLA) increase with a \$1,000 minimum.
- Update current salary ranges from 2014-2015 CUPA data to 2020-2021 CUPA data and provide market adjustments.

Trustee Jacobs commended Alan Thomas and his team for their dedicated work on the compensation plan.

Operating Budgets – Action

The estimated budget is the final budget for the fiscal year and reflects adjustments needed for spring enrollment, additional funding provided through state appropriations, and other miscellaneous adjustments. The July budget is a base budget for the upcoming fiscal year and is based on a 0% tuition increase, no mandatory fee increases, and a stable enrollment. Salary and operating appropriation increases approved by the General Assembly for 2022-2023 have been reflected in the July budget. Vice President Thomas presented in detail both the 2021-2022 estimated budget and the 2022-2023 proposed budget.

Motion

Trustee Freeman made the motion to approve the action items recommended by the Committee and Trustee Boyd seconded the motion. A roll call vote was taken and the motion to approve the action items carried unanimously.

Student Trustee - Action

Chairman Smith recognized Gabrielle Jaimes, who was not able to attend the meeting, for her service as the 5th MTSU Student Trustee.

Article 4.5 of the Board bylaws notes that the appointment of student representatives will be for a term of one-year. Provost Byrnes, on behalf of President McPhee, gave a summary of the selection process for Student Trustee. The process is managed by the Office of the Vice President for Student Affairs and the Student Government Association. Applications are submitted to the Student Government Association (SGA) Office. The SGA Executive Board reviews the applications and selects applicants to be interviewed. After interviews are conducted of the selected candidates, the three finalists' applications are sent to the Office of the President. President McPhee then personally interviews the top three applicants and makes a recommendation for the Board.

Provost Byrnes recommended Mr. Andrew "Drew" Carpenter as the next Student Trustee. Drew completed his undergraduate degree in May 2021 with a major in Community and Public Health and a minor in Music. He is currently pursuing his graduate degree in Business Administration with a concentration in Healthcare Administration with an anticipated graduation date of August 2023. Academically, Drew is a high achieving student, excelling in the classroom. He has also been highly active with his fraternity and in leadership roles including President of the Greek Honor Society, President of MTSU Red Cross Club, President of the MTSU Ambassador Program, and he served as a Blue Elite tour guide. He will be a terrific representative of our student body in his work with the Trustees.

Chairman Smith recognized Mr. Andrew Carpenter. He also invited him to join any committee he is interested in joining.

Trustee Freeman made the motion to accept the recommendation of Mr. Andrew "Drew" Carpenter as the student representative for the MTSU Board of Trustees and Trustee Jacobs

seconded the motion. A roll call vote was taken and the motion to approve the action item carried unanimously.

Report of the President

Provost Mark Byrnes, on behalf of Dr. McPhee, thanked the Board for the opportunity to give updates on matters at the University relative to Fall 2022.

Provost Byrnes expressed that our goal for total new freshmen enrollment is ambitious. In order to return to the freshmen enrollment of Fall 2020, we would need to enroll 3,075 freshmen. To achieve that goal this fall will require an increase in the freshman class of 12.3%. While that is extraordinarily ambitious, getting to that number is driving our efforts this summer. So far this summer we have completed our first six freshman CUSTOMS sessions, and the numbers are very strong. Last year we averaged 172 freshmen students per CUSTOMS session. So far this summer, we are averaging 190 students per session. If this trend continues, we would be on track for a freshman class of about 3,000 students.

With regards to transfer students, Provost Byrnes shared that our numbers continue to reflect the reduction in enrollments experienced by the Community Colleges since 2019. However, we are pleased that our transfer CUSTOMS numbers are somewhat stronger than we had anticipated at this time. Our current CUSTOMS numbers show a decrease of just -2.2%, which is much better than projected.

Finally, Retention is up across most categories of students who will be returning in the fall. This is another incredibly positive sign. Dual enrollments are currently holding even to last year, but we are expecting those numbers to increase substantially as we get closer to the opening of high schools in August. A major focus area as we continue our summer work will be in the graduate college, where we are seeing declines in both new graduate students and returning graduate students. In addition, we have a number of new initiatives are underway in every enrollment area to drive numbers for August. Our Admissions Office will be working with

Marketing and Communications to roll out communication to students admitted for fall who have not registered for CUSTOMS yet who have sufficient federal aid, scholarship aid, and HOPE scholarships to essentially cover all or most of their tuition and fees. There are currently 137 freshmen who fall into this category. We are going to heavily work with them to encourage them to enroll now while they can essentially attend for free. Also, there are currently 147 additional students who have one of our guaranteed scholarships and HOPE scholarships which brings them within \$600 of completely paying for tuition and fees. We are also considering a similar program to target incoming transfer students who receive both the HOPE and our MTSU Transfer scholarship. In closing, Provost Byrnes observed that Vice President Sells and her staff, along with the deans, department chairs, and advisors, are working every day to recruit and enroll students.

Closing

In closing, Chairman Smith thanked staff and faculty for their efforts.

Adjournment

Chairman Smith adjourned the meeting at 1:37 p.m.

Respectfully submitted,


James C. Floyd, Board Secretary