

**MIDDLE TENNESSEE STATE UNIVERSITY**  
**BOARD OF TRUSTEES**  
**MINUTES**

The Middle Tennessee State University Board of Trustees met on June 18, 2019, 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. Keith Huber was asked to lead the Pledge of Allegiance.

**Introduction of Student Veteran**

Gen. Huber introduced Marine Corps Sgt. Kwantisha Avila who served for 4 ½ years at San Diego. Her responsibility while there was to write and present award citations which require great attention to detail. These awards impact recipients' lives and advancements, as well as, providing recognition for duties well performed. She then was selected to go to the headquarters of the Inspector General of the Marine Corps, dealing with hotline complaints and inquiries from members of Congress. She continues to serve our nation as a Marine spouse; her husband is an active duty Marine. She serves in the Daniels Center as a student worker where she counsels, directs, and assists our veterans and their family members with the benefits they have earned and deserve. She is currently a sophomore at MTSU, majoring in Criminal Justice.

**Welcome and Opening Remarks**

Chairman Smith welcomed those present to the meeting of the Board of Trustees. He welcomed Dr. Mary Martin as the newest and second-ever Faculty Trustee. He invited her to become a member on any or all Board Committees. Dr. Sidney A. McPhee, President, also welcomed Professor Martin as the new Faculty Trustee.

### **Roll Call**

The following trustees were in attendance: Andy Adams, J.B. Baker, Pete DeLay, Darrell Freeman, Sr., Joey Jacobs, Mary Martin, Stephen Smith, and Pamela Wright. A quorum was declared. Trustees Chris Karbowskiak and Peyton Tracy were unable to attend. President Sidney A. McPhee; Alan Thomas, Vice President for Business and Finance; Mark Byrnes, University Provost; Joe Bales, Vice President for University Advancement; Andrew Oppmann, Vice President for Marketing and Communications; Bruce Petryshak, Vice President for Information Technology and Chief Information Officer; Deb Sells, Vice President for Student Affairs and Vice Provost for Enrollment and Academic Success; Brenda Burkhart, Chief Audit Executive; Heidi Zimmerman, University Counsel and Board Secretary; and, Kim Edgar, Assistant to the President and Chief of Staff were also in attendance.

### **Approval of Minutes**

The first agenda item was approval of minutes from the April 3, 2019 Board meeting. Trustee Delay made the motion to approve these minutes and Trustee Jacobs seconded the motion. A voice vote on the motion to approve the minutes of the April 3, 2019 Board meeting was taken and the motion carried unanimously.

### **Committee Report: Academic Affairs, Student Life, and Athletics**

Committee Chair Pamela Wright gave the report from the May 29, 2019 meeting of the Academic Affairs, Student Life, and Athletics Committee. The meeting began with approval of the minutes from the March 18, 2019 Committee meeting. The Committee report contained three (3) action items to be considered and voted on by the Board, along with two (2) information items. Materials outlining the action items were made available for review prior to the Board meeting and were contained in the Board notebooks.

### **Approval of Tenure and/or Promotion – Action**

Faculty members applied for tenure and/or promotion in September 2018 and were reviewed by their department chair/school director, department/school committee, college committee, and

college dean according to MTSU Policies 204 and 205, and their respective college and department policies. The President and University Provost recommended thirty-nine (39) faculty be granted tenure and seventy-five (75) faculty be promoted effective August 1, 2019. All recommended candidates were unanimously approved by the Committee, and were congratulated for their accomplishments.

### **Approval of Academic Degree under Consideration: Bachelor of Science (B.S.) in Public Writing and Rhetoric – Action**

The Committee next considered a new academic degree program. This program would be a four-year interdisciplinary degree housed in the College of Liberal Arts. The degree will provide students with in-depth training in writing and rhetorical studies, preparing them for a range of writing-focused careers that involve analysis, creation, and editing of texts, as well as for graduate study. No such degree programs currently exist in Middle Tennessee. The program of study is designed to allow students to pursue electives, minors, and second majors in other departments and disciplines. It will be particularly attractive to students in disciplines that require strong writing skills such as the sciences, business, and more. The major would draw on the expertise of current faculty in departments such as English, Communication Studies, and Journalism. This new program was approved unanimously by the Committee.

### **Free Speech Center - Information**

Ken Paulson, Dean of the College of Media and Entertainment, provided an overview of the establishment of the Free Speech Center. The Center's primary mission is one of public service, educating students and the public about the value of the First Amendment in a free society. The Center will be integrated into campus life and academics, fulfilling the University's stated mission to educate students so that they "understand the proper role of free expression and civic engagement in our society."

### **Student Complaints about Athletics Staff – Information**

Student complaints concerning Athletics staff was the subject of public comment before the Board at its April 3, 2019, meeting. Dr. Sells reported that Dr. McPhee convened a committee of

Athletics, Student Affairs, and Legal staff to review the concerns brought before the Board. Dr. Sells said the committee has met twice and has determined deliverables for the end of August to address Athletics staff behavior and student athlete complaints. Dr. McPhee added that this is a proactive step, allowing for self-examination and for making improvements.

**Rule Promulgation and Related Policy Revision: Rule 0240-07-05 Student Conduct and Policy 540 Student Conduct – Action**

At the Committee meeting held on September 18, 2018, there was unanimous approval of proposed Rule 0240-07-05 Student Conduct and revisions to Policy 540 Student Conduct. The proposed rule and policy revisions require a separate motion and a roll call vote.

**Motions**

Chairman Smith asked for a motion to accept the proposed rule and policy revisions. The motion to approve Rule 0240-07-05 Student Conduct and revisions to Policy 540 Student Conduct was made by Trustee Freeman and seconded by Trustee Wright. A roll call vote was taken with eight aye votes; unanimous approval to approve Rule 0240-07-05 Student Conduct and revisions to Policy 540 Student Conduct.

A motion to approve all other action items recommended by the Committee was made by Trustee Freeman, seconded by Trustee Delay. A voice vote was taken and the remaining Committee action items were unanimously approved.

**Committee Report: Audit and Compliance Committee**

Trustee Adams provided the report for the Audit and Compliance Committee, which met on May 29, 2019. The only action item on the agenda was approval of the minutes from the Committee meeting held on April 3, 2019. The Committee report contained three (3) informational items.

### **Follow-up Review of President's Statement of Disclosure - Information**

Information was provided that, for future reporting, the Tennessee Ethics Commission form concerning the President's annual statement of disclosure and confirmation would include an option that reads, "President-University governed by Board of Trustees"

### **Tennessee Small Business Development Center External Review - Information**

An external review of the TNSBDC indicated that the Center is in compliance with the federal objectives of the SBDC program. There were no findings requiring attention.

### **Internal Audit Report - Information**

A quarterly report was given with the results of the internal audit report. The public meeting of the Committee adjourned and the Committee went into executive session to discuss audits and investigations.

### **Committee Report: Finance and Personnel Committee**

Committee Chair Joey Jacobs provided the report for the Finance and Personnel Committee, which met on May 29, 2019. The meeting began with approval of the minutes from the March 18, 2019 Committee meeting. The Committee report contained six (6) action items to be considered and voted on by the Board, along with one (1) information item. Materials outlining the action items were made available for review prior to the Board meeting and were contained in the Board notebooks.

### **MTSU Foundation Agreement - Action**

At the previous Committee meeting, this item was deferred and a request was made for Mr. Bales to provide an overview of the relationship between the Foundation and the University. On April 3, 2019, Mr. Bales made a thorough presentation regarding this matter and on May 29, 2019, the Agreement was approved by the Committee.

### **Capital Outlay Project Submittal - Action**

Bill Waits, Assistant Vice President for Campus Planning, shared information concerning the capital outlay project submittal. The proposed MTSU project for Fiscal Year 2020-2021 is the Applied Engineering Building. This building will provide labs, classroom, office space, and common space for the degree areas of Mechatronics Engineering and Engineering Technology.

### **Capital Disclosures Submittal – Information**

Mr. Waits explained that MTSU plans to submit five (5) capital projects for disclosing, including improvements to the campus quadrangle, food service improvements, Floyd stadium stairs, tennis improvements, and renovations to the Smith Baseball club.

### **Capital Maintenance Projects Submittal - Action**

Mr. Joe Whitefield, Assistant Vice President for Facilities Services, presented the capital maintenance project requests for the Fiscal Year 2020-2021. Capital maintenance requests for six projects for Fiscal Year 2020-21 total \$10,050,000.

### **Tuition, Fees, and Housing Rates - Action**

Mr. Thomas, provided a detailed overview of the proposals concerning tuition, fees, and housing rates for the upcoming academic year. In summary, the total impact of the combined increase in undergraduate tuition and mandatory fees is a 2.37% increase on students taking 15 hours, which complies with THEC's total guidance for a range between 0% to 2.5%. In evaluating the proposal, the Finance Committee reviewed materials containing tuition rates of other Tennessee public institutions, as well as, peer institutions and found that even with the proposed fee increase, MTSU ranked as very affordable in comparison. The Committee approved the increase.

T.C.A. § 49-7-1603 requires that public notice of proposed increases to tuition and mandatory fees charged to in-state undergraduate students be given at least fifteen (15) days prior to holding a public meeting to adopt the increases. A link from the University's homepage was made available on May 30 for individuals to provide comments during the 15-day period which ran

from May 30 to June 13 at 4:30 p.m. All public comments received were collected and included in the Board notebook for review and consideration. Committee Chair Jacobs expressed appreciation for the perspectives provided in the comments. He indicated that the Board has given careful consideration to the impact that any increase will have on students' affordability.

#### **Operating Budgets: Estimated 2018-19 Budget and Proposed 2019-20 Budget - Action**

Under the FOCUS Act, the Board is charged with approving the operating budget and setting the fiscal policies for the University. Mr. Thomas provided materials that showed the 2018-19 estimated budget and the 2019-20 proposed budget. The budgets were approved as presented.

#### **Compensation - Action**

The final item before the Committee was the request for approval to implement a 1% cost of living increase, effective July 1, 2019, from the 2% salary pool created from operating appropriations. A proposal for implementing market adjustments will be brought to the Committee at the August meeting. The proposal will include the remaining funds from the salary pool after the 1% cost of living increase, along with any additional funds provided from an increase in enrollment, in an attempt to substantially close the gap between actual employee salaries and 2014-15 CUPA salaries. The 1% cost of living increase, effective July 1, 2019, was approved by the Committee.

Chairman Smith asked Mr. Bales about the Board inquiry concerning an MTSU Board of Trustees member serving as an ex officio member on the Foundation Board. Mr. Bales responded that AGB and other peer institutions have similar programs that allow institutional board members to serve as ex-officio members of the institution's foundation board. He explained that this would require the MTSU Foundation Board to change its Bylaws, which they will discuss at their next meeting in September.

## **Motions**

Trustee Delay made a motion to accept the Finance and Personnel Committee action items. Trustee Jacobs seconded the motion. A voice vote was taken and the motion to approve all action items from the Finance and Personnel Committee passed unanimously.

Ms. Zimmerman stated that it might be appropriate for the Board to make a formal motion concerning its request to the Foundation Board. Trustee Freeman made the motion that the Foundation Board consider a request to provide an ex officio spot on its board for one of the MTSU Board of Trustees, to be appointed by the institution board. Trustee Delay seconded this motion. A voice vote was taken and the motion passed.

## **Report of the Board Secretary**

Ms. Zimmerman reported on one policy with a minor revision as shown on Page 253 of the materials. She further stated that the Public Records rule the Board approved at a prior meeting became effective June 2, and that the three rules approved at the last meeting of the Board are scheduled to become effective on August 15.

Chairman Smith asked if anyone asked to make public comment at today's meeting. Ms. Zimmerman responded that no one had made such a request.

## **Report of the President**

### **Applications, Admissions, and Enrollment Update**

Dr. McPhee reported that as of June 1, new freshman and new transfer enrollment and application numbers continue to be very strong. CUSTOMS orientation sessions are not only filled to capacity, but are literally overflowing. This summer, there will be 10 two-day CUSTOMS sessions for freshman and 8 one-day sessions for transfer students. New freshman applications have now topped 11,000 applications for the Fall of 2019, quickly approaching a record-breaking number. Nineteen percent (19%) more new freshmen have been admitted than at the same time last year. Transfer applications are up 6%, and just over 8% more new transfer students have been admitted than last year at this time. With CUSTOMS orientations underway, actual enrollment can now be tracked.



THEC recently released information regarding the first cohort of Tennessee Promise students transferring to four-year universities. Of all the LGI's and the UT system, MTSU is the number one choice of Tennessee Promise students transferring to a four-year institution. This is consistent with MTSU being the number one choice for students. Again, it appears that with new freshman enrollment, MTSU is on track for a significant increase in new freshman enrollment, perhaps as much as 8%. Dr. McPhee acknowledged the wonderful job being done by Dr. Sells and her staff with new freshman and new transfer student enrollment.

The new transfer student enrollment increased approximately 2% to 3%. Dr. McPhee explained that enrollment has two parts to it: incoming new freshman students being the lifeline of the University, but also the retention of students being a very significant part of the total enrollment at the University. He stated that there are many factors involved with retention and the staff is working very hard on that. There has been some improvement with retention rates, but life happens to many of the first-generation college students, particularly concerning financial and family issues. While there is only so much that can be controlled regarding retention, all of the academic units under the leadership of the Provost are working on retaining students.

### **Food Service Provider Contract**

Recently, the process to seek a new contract for a campus food service provider was completed and the contract was awarded to Aramark. As part of the contract with Aramark, renovations are underway and will include major projects in two locations. A sushi location and an all-you-care-to-eat, locally-sourced fresh market venue will be added to the Student Union. Food service operations in the James Union Building will be enhanced by creating a new grill for students. There will also be a multi-use facility that will accommodate athletic training table meals. These are enhanced meals and pre-game meals for student-athletes during the academic year. This area can also be used as a study table location at night.

### **Multifactor Authentication and Increased Security System**

In the area of information technology, in an effort to provide increased protection to students, faculty, and staff, MTSU is the first public university in Tennessee to require all students, faculty, and staff use a multifactor authentication to logon for access to internet and email. This is one of several initiatives in the area of cybersecurity being implemented by the University.

Work continues with increasing security camera coverage and capabilities. The server used for the security camera system is being upgraded. The campus security system now contains over 700 security cameras, some with very high definition capabilities, able to pick up license plate identification. Dr. McPhee stated that campus security is such an important area that for the past three years, the State has allocated additional appropriations for public universities to enhance the security of their campuses. MTSU has been a beneficiary of that support.

### **University Advancement**

A total of \$5.2 million in commitments has been secured for the new Concrete and Construction Management building that was designated as the number one LGI project in the 2019-2020 state budget. The project has been approved by the legislature and work will begin very shortly on that new building. Work is currently being completed on the new Academic Building that will house the Social Work, Psychology, and Criminal Justice departments.

A total of \$2.2 million has been secured in new geo-mapping technologies and software for the Geosciences department.

### **Summer Reading Program and Convocation**

The MTSU summer reading program uses the practice of a common reading to create a unifying intellectual experience for the entering class of freshmen. Dr. McPhee explained that the program was implemented during his second year as president. Since 2002, a committee of faculty and staff have chosen a single book with an exceptional message to share with incoming students, faculty, staff, and also, with great participation with the high schools and the Murfreesboro community. This tradition communicates the importance of reading and intellectual discussion as the basis for the academic community. This year, the book is, "Educated:

A Memoir" by Tara Westover. Each trustee was presented a copy of the book. Dr. McPhee stated that the book is an autobiography of a young woman raised in an isolated, survivalist family in Idaho. As a child, she never set foot in a school classroom, but worked hard to educate herself at home. At age 17, she made the decision to leave her family to enroll in college. Dr. McPhee shared that the book truly is an amazing story of how education transforms lives and he expressed the hope that the trustees will be part of the campus community reading experience. He also invited the trustees to the opening Convocation to be held on Saturday, August 24 at 5:00 p.m. All incoming freshmen, their parents and family members are invited to Convocation during which the author of the summer reading book speaks. Dr. McPhee stated that Convocation is one of the most important traditions on campus as it is the formal academic ceremony that welcomes students to campus. The Band of Blue will play, new students will take the True Blue pledge, and the keynote speaker will also be there to make a presentation. Student athletes representing all 17 sports, representatives of student organizations and student leadership also attend.

### **President's Report**

Copies of the President's Report were provided to the trustees. The Report focuses on events occurring on campus and contains easy-to-read facts and updates.

### **Recognition of Faye Johnson**

Dr. McPhee recognized Prof. Faye Johnson as an outstanding employee who made significant contributions to the University. Prof. Johnson is the Associate Professor for Strategic Planning and Partnership in the Provost's Office and is retiring from MTSU after 50 years of exemplary service. Prof. Johnson managed SACS accreditation for the University. Dr. McPhee noted that two years ago MTSU was one of the few universities that got through SACS review with zero recommendations or suggestions. Many of the programs and initiatives were highlighted at SACS' national meeting as examples for other institutions. Dr. McPhee thanked Prof. Johnson for her many years of excellent service.

**Concluding Remarks**

Chairman Smith thanked Trustee Baker for the suggestion of an MTSU Trustee lapel pin which Dr. McPhee implemented.

Chairman Smith announced he will host a half-day retreat and a meal with University officials on August 1 at his home.

Chairman Smith expressed his thanks to everyone who assisted in putting on the meeting. He indicated that the next Board meeting would be held September 18.

**Adjournment**

Chairman Smith adjourned the meeting at 1:43 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Heidi Zimmerman". The signature is written in black ink and is positioned above the printed name.

Heidi Zimmerman

Board Secretary