MIDDLE TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

MINUTES

June 12, 2018

Call to Order and Pledge of Allegiance

The Middle Tennessee State University Board of Trustees met in regular session on Tuesday, June 12, 2018, on the Middle Tennessee State University campus. Chairman Steve Smith called the meeting to order at 1:00 p.m. and requested retired Lt. Gen. Keith Huber lead the Pledge of Allegiance.

Introduction of Student Veteran

Gen. Huber introduced student veteran Emily Steinway. In 2012 Ms. Steinway enlisted in the United States Navy where she served for four years as a Petty Officer, Second Class. During that time she had nine overseas deployments serving as an Interior Communications Electrician on ships called "submarine tenders." She also served as the Orientation Director for all newly arriving sailors. In 2016, she became an academic advisor at MTSU in the Charlie and Hazel Daniels Veterans and Military Families Center and has since become its Transition Manager. Ms. Steinway meets with every student veteran who arrives at MTSU to go over their benefits and to help them navigate the higher education system. She is on course to obtain her Masters degree next year. Chairman Smith expressed his thanks to her for her service.

Roll Call

Board Secretary Heidi Zimmerman called the roll. Trustees present were Andy Adams, J.B. Baker, Pete DeLay, Darrell Freeman, Sr., Joey Jacobs, Tony Johnston, Christine Karbowiak, Stephen Smith, Lindsey Weaver and Pamela Wright. A quorum was declared.

Welcome and Opening Remarks

Chairman Smith welcomed those present to the meeting of the Board of Trustees. Dr. Sidney A. McPhee, President, also welcomed those attending the meeting and recognized special guest, Senator Bill Ketron, indicating he would later make a significant announcement along with Jimmy Davis, Ricky Davis and Judith Belk with Siemens.

Approval of the Minutes

Chairman Smith indicated that the next order of business concerned approval of the minutes of the March 27, 2018 Board of Trustees meeting. Trustee Freeman moved to approve these minutes; Trustee Baker seconded the motion. A voice vote on the motion to approve the minutes of the March 27, 2018 Board meeting was taken and carried unanimously.

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

Chairwoman Pamela Wright gave the report from the May 30, 2018, meeting of the Academic Affairs, Student Life, and Athletics Committee. Materials from the committee meeting were provided to the Board in its meeting materials. The committee report contained two (2) informational items and one (1) recommendation to be considered and voted on by the Board.

Consideration of New Programs: Bachelor of Arts and Master of Arts in Art Therapy – Information

Provost Mark Byrnes informed the committee of new programs currently under consideration. Pending the results of feasibility studies, the University may submit Letters of Notification to THEC for the Bachelor of Arts and Master of Arts in Art Therapy programs.

Report of Application and Enrollment Activity - Information

Vice President Deb Sells presented a report on application and enrollment activity. For the first time since 2011, freshman applications have exceeded 10,000. Registration for orientation sessions for freshmen are up 10% and for transfer students, up 3%. 779 students have accepted their guaranteed freshman scholarships as compared to 700 freshman at the same time last year. New undergraduate freshman enrollment is up 5.6% from last year and transfers

are up 6.49%. Undergraduate returnees are currently down by 3%. Graduate enrollment is down slightly; however, graduate students tend to enroll closer to the beginning of the fall semester. In summary, Dr. Sells stated that it is still early, but it looks as though fall enrollment will remain stable and even be up slightly.

Tenure and Promotion – Recommendation

Recommendations for tenure for 29 faculty members and promotions of 40 faculty members were approved unanimously by the committee.

Motion to Approve Committee Recommendation – Tenure and Promotion

Trustee Freeman made a motion to approve the recommendation of faculty members for tenure and/or promotion. Trustee Karbowiak provided a second. A voice vote was taken and the motion to approve faculty members for tenure and/or promotion passed unanimously.

Committee Report: Finance and Personnel Committee

Chairman Joey Jacobs provided the report for the Finance and Personnel Committee and stated that this committee met on May 30, 2018. Materials from the meetings were provided to the Board in its meeting materials. The committee report contained seven (7) recommendations to be considered and voted on by the Board.

Policy Revisions due to Severance from Tennessee Board of Regents - Recommendation

Vice President for Business and Finance, Alan Thomas, explained the need for MTSU policies to reflect the new processes and procedures required with the forthcoming July 1 severance of MTSU from the Tennessee Board of Regents in the areas of procurement and capital management. The policies the Board must approve are Policies 620 and 622. Policies 621, 623 and 631 are recommended to be delegated to the president for approval.

FY 2019-20 Capital Outlay Project Submittal – Recommendation

Mr. Bill Wates, Interim Director of Campus Planning, presented the recommendation for the FY 2019-20 Capital Outlay Project Submittal. The proposed capital outlay project for FY 2019-20 includes a new facility to house the School of Concrete and Construction Management.

Capital Maintenance Requests – Recommendation

Mr. Joe Whitefield, Assistant Vice President for Facilities, shared a summary of the Capital Maintenance potential project requests for the next five years, FY 2019-20 through FY 2023-24. Mr. Whitefield also spoke of Capital Maintenance requests for five (5) projects for FY 2019-20 totaling $8.1 million.

Tuition, Fees and Housing Rates – Recommendation

Mr. Thomas provided recommendations to the committee for 2018-19 tuition, fees, and housing rates. An increase of 2.84% in the in-state maintenance fee and out-of-state tuition for both undergraduate and graduate students is being recommended. The combined increase for the in-state maintenance fee and mandatory fees is 2.88%. This proposed increase complies with THEC's binding range of 0 – 3%.

Estimated 2017-18 Budget and 2018-19 Proposed Budget – Recommendation

Mr. Thomas also presented the 2017-2018 Estimated Budget and the 2018-19 Proposed Budget.

University's Compensation Plan – Recommendation

The recommended revisions to the University's compensation plan provide a 6% salary increase or the minimum of the new pay range for an employee whose position has been reclassified to a higher pay grade. For employees whose positions are reclassified more than one pay range, the recommended increase in their salary would be 9%. Current employees selected for another position on campus would be given the greater of 6% of current salary or a salary based on relevant experience, up to midpoint. These revisions would be effective July 1, 2018.

Allocation of $6.1 Million Salary Pool – Recommendation

The committee recommends a cost of living allowing of 1.5% or $500, whichever is greater, for regular employees, both full and part-time, on the payroll as of June 30, 2018, effective July 1, 2018. The cost of this salary increase is $2.4 million, including benefits. The committee also approved allocation of the remaining $1.7 million from the state-mandated salary pool, along with an additional $2.0 million, for market adjustments and related benefits based on the University's compensation plan for employees on the payroll as of June 30, 2018, effective October 1, 2018.

Motion to Approve – Finance and Personnel Committee

A motion to approve actions taken by the Finance and Personnel Committee was made by Trustee DeLay and seconded by Trustee Karbowiak. A voice vote was taken; the motion to approve passed unanimously.

Committee Report: Audit and Compliance Committee

Committee Chair Chris Karbowiak provided the report for the Audit and Compliance Committee which met on May 30, 2018. The committee report contained two (2) informational items and one (1) recommendation to be considered and voted on by the Board.

Summary Report of the 2017 Conflict of Interest Disclosures – Information

The committee reviewed a summary report from the MTSU Conflict of Interest Committee to Dr. McPhee concerning conflict of interest disclosures reviewed during 2017. No conflicts were identified as violations of federal or state law.

Internal Audit Plan – Information

Ms. Brenda Burkhart, Chief Audit Executive, shared a quarterly status report of the Internal Audit Plan.

Revision to Policy 100 Use of Campus Property and Facilities Scheduling – Recommendation

Revisions to this policy were recommended in order to, among other revisions, comply with the "Campus Free Speech Protection Act," Public Chapter 336. The committee approved the policy revisions unanimously.

Non-Public Executive Session - Information

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

Motion to Approve - Audit and Compliance Committee

A motion to approve actions taken by the Audit and Compliance Committee was made by Trustee Freeman and seconded by Trustee Wright. A voice vote was taken; the motion passed unanimously.

Report of the Board Secretary

Ms. Zimmerman reviewed minor formatting revisions made to policies since the last Board meeting.

Report of the President

Spring Commencement

Dr. McPhee indicated that a record 2,641 graduates received their degrees at the Spring Commencement ceremonies in May.

Summer Activities on Campus

Dr. McPhee informed the Board of some of the numerous activities that will take place on campus during the summer. From May through August there will be ten (10) freshman and eight (8) transfer student orientation sessions for approximately 4,000 students and more than 5,000 family members. A variety of athletic and academic activities and events are available for school-aged children across campus. Recruiting tours will take place throughout the summer

for prospective students and their families. The Tennessee Governor's School of the Arts celebrates its 33rd year at MTSU. The three-week camp has enrolled 327 students who will reside on campus and study with faculty from across the country. Approximately 125 cadets from the Tennessee Wing of Civil Air Patrol will attend the annual cadet training encampment. This is the third year for this weeklong event during which the cadets will spend time in the Aerospace department and with our Army ROTC detachment.

Forrest Hall

After discussion with the State Attorney General and key stakeholders, Dr. McPhee decided it would not be prudent to appeal the Tennessee Historical Commission's denial of the Petition for Waiver to rename Forrest Hall. He stressed that he continues to believe that renaming the building is the right thing to do. However, the cost of an appeal would be significant and there is a real possibility that the appeal would not be successful. The money that would have gone for payment to retain outside counsel to litigate this matter is better spent toward our mission of supporting student success, resulting in degree completion. Efforts to ensure that MTSU will remain an inclusive place where all students and staff feel welcome will continue unabated.

Dr. Sam Ingram, President Emeritus

Dr. Sam Ingram, a former president of MTSU, has decided to retire as President Emeritus effective June 30, 2018. Dr. Ingram provided leadership to the campus from 1979 to 1990. As President Emeritus he provided legislative insight in advising Dr. McPhee, and helped forge relationships with community colleges

College Overview: Honors College

Dr. McPhee introduced Dr. John Vile, Dean of University Honors College. Dr. Vile began his presentation by explaining that the Honors College building was made possible through contributions from the College's first graduate, Paul Martin, and his brother, Lee, along with other contributors such as Bridgestone Firestone. The goal of the College is to provide the equivalent of a small liberal arts experience with all the benefits of being part of a larger,

comprehensive university. Students are eligible to be part of the college if they come with at least a 3.5 GPA and an ACT score of 25 or higher. There are currently about 800 students in the College. One advantage of being an Honors student is that class size is smaller and the best faculty are used to teach courses. There are two signature programs at the College. The first is the Buchanan Scholarship through which 20 students attend tuition-free and receive $500 as a book allowance, plus extra funds to study abroad or engage in other scholarly activities. This is a competitive program and students must have a minimum ACT of 29 (1360 SAT) and a 3.5 GPA to apply. The second is the Transfer Honors Fellowship though which 30 students are provided $3500 for four semesters of study. These students must have a minimum 3.5 GPA and have completed 60 hours prior to enrollment at MTSU in order to be eligible. Overall enrollment in the College, including minority enrollment, has increased in the last several years. Honors students, who are undergraduates, may engage in thesis writing and Dr. Vile highlighted some recent theses. Honor students are frequently recipients of university, state and national academic awards including the Goldwater Scholarship, the Harold Love Award, the Fulbright Award and Rhodes Scholar. Dr. Vile stated that about 70% of their graduating Honors students go on to graduate or professional schools.

Siemens Industry Donation

Dr. McPhee informed the Board that Siemens Industry, a global leader in digital controls, has awarded a significant academic gift/grant to our Mechatronics Engineering program – the largest in-kind gift in the history of our University having a potential commercial value of $278 million. This will allow for 325 seat licenses for the most advanced software for computer-aided design, modeling and systems simulation. MTSU Alumni, Ms. Judith Bell, Siemens executive, presented information about the software donation. She explained that the Digital Factory Division of Siemens helps companies make products that optimize life cycle processes from the design, planning and development through manufacturing, support and disposal. The software encompasses computer-aided design, computer-aided manufacturing, product data management and all the software components of digital manufacturing. These tools are ideally suited for engineering, engineering technology, manufacturing and industrial design. Very few

institutions of higher education have received similar awards, and this is one of the largest grants of its kind. It will benefit the MTSU Mechatronics program, one of the fastest growing programs at the University.

Recognition of Lindsey Weaver, Student Trustee

Chairman Smith thanked Lindsey Weaver who served as the first MTSU Student Trustee. He stated that she has done a remarkable job in representing the students the past 12 months as Trustee, and prior to that, through her service to the Student Government Association. Chairman Smith wished Lindsey the very best as she pursues a new career as Assistant Director of Student Leadership and Engagement at Union University in Jackson, Tennessee.

Appointment of Student Trustee - Recommendation

Pursuant to Article 4.5 of the Board of Trustees Bylaws, a one-year appointment of a Student Representative was presented. The process for selection of the nominee for Student Trustee is managed by the Office of the Vice President for Student Affairs and the Student Government Association. Applications were submitted to the Student Government Association office; that Executive Board reviewed the applications and selected applicants to be interviewed. After interviews were conducted, the three finalists' applications were sent to the Office of the President. Dr. McPhee then interviewed the top three applicants. Dr. McPhee recommended Mr. Peyton Tracy to serve a one (1) year term as the next Student Trustee. Peyton served as a Student Government Association Senator and Representative, and has engaged in many organizations and activities both on campus and in the community. Peyton received a Bachelor of Science degree in Organizational Communication, with a minor in Business Administration in May. Peyton plans to continue as a graduate student at MTSU in the fall. Peyton thanked the Board for the opportunity to serve as the next student trustee.

Motion to Approve Recommendation of Student Trustee

A motion to approve the recommendation of Mr. Peyton Tracy as the student representative for the MTSU Board of Trustees was made by Trustee Freeman and seconded by Trustee DeLay. A voice vote was taken; the motion passed unanimously.

Concluding Remarks

President McPhee expressed his thanks to the numerous people who help put on the meeting and who support the work of the Board. He also thanked the members of the Board for their service.

Chairman Smith adjourned the meeting at 2:10 p.m.

The next scheduled board meeting is September 18, 2018.

Respectfully Submitted,

Heidi Zimmerman
Board Secretary