Middle Tennessee State University

Board of Trustees

Summer Quarterly Board Meeting

Tuesday, June 16, 2026
1:00 p.m.

MEC Meeting Room – 2nd Floor
Miller Education Center
503 East Bell Street
Murfreesboro, Tennessee 37130

Middle Tennessee State University
Board of Trustees

Summer Quarterly Board Meeting

Tuesday, June 16, 2026
1:00 p.m.

AGENDA

Call to Order

Pledge of Allegiance

Introduction of Student-Veteran

Welcome and Opening Remarks

Roll Call

Request to Address the Board

Minutes..... Tab 1
March 17, 2026 Spring Board Meeting

Permanent Appointment of the Vice President for Student Affairs and Dean of Students ..... Tab 2

Permanent Appointment of the Chief Audit Executive ..... Tab 3

Academic Affairs, Student Life, and Athletics Committee Report and Recommendations ..... Tab 4

1) Tenure and Promotion
2) Policy Revision – 204 Tenure
3) Policy Revision – 541 Residential Life and Housing

Audit and Compliance Committee Meeting Report

Executive and Governance Committee Meeting Report and Recommendations..... Tab 5

1) Institutional Mission Profile
2) Policy Revision – 103 Free Speech on Campus

Finance and Personnel Committee Meeting Report and Recommendations .....Tab 6

1) Capital Outlay Project Submittal
2) Capital Disclosures
3) Capital Maintenance Projects Submittal
4) Tuition, Fees, and Housing Rates
5) Operating Budgets

New Policy 618 – Out-of-State Tuition ..... Tab 7

Introduction of Student Trustee ..... Tab 8

Presidential Search Update

President's Report

New Business

Closing Remarks

Executive Session – Discussion of Matters Deemed Confidential Under State Law

Adjournment

Middle Tennessee State University
Board of Trustees

MEETING:	Summer Quarterly Board Meeting
SUBJECT:	**Minutes of March 17, 2026 Spring Quarterly Board Meeting**
PRESENTER:	Chairman Stephen Smith

Background Information

- Approval of minutes of March 17, 2026 Spring Quarterly Board Meeting

MIDDLE TENNESSEE STATE UNIVERSITY

BOARD OF TRUSTEES

MINUTES

The Middle Tennessee State University Board of Trustees met on March 17, 2026, 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 1:08 p.m. Lt. Gen. (Ret.) Keith Huber led the Pledge of Allegiance.

Introduction of Student Veteran

General Huber introduced United States Army Veteran Madalynne Dobbs. Born in Germany, both her father and grandfather served in the United States Airforce as air traffic controllers. Following her high school graduation in 2020, Ms. Dobbs enlisted in the Tennessee National Guard as an air traffic controller. Two years later, she joined Middle Tennessee State University's Aerospace and ROTC programs, where she met her future husband, who is currently serving as a UH-60 Black Hawk MEDEVAC Pilot. This May, Ms. Dobbs will graduate from MTSU and be commissioned as a Second Lieutenant in the Tennessee National Guard, specializing in Military Intelligence.

Ms. Dobbs expressed her utmost gratitude for the opportunity to speak before the Board. She thanked General Huber, Dr. Miller, and the Board for their time and effort in making the campus what it is today and for fostering a wonderful support system for veterans with the Charlie and Hazel Daniels Center. Noting that when choosing a college, she was unsure of where she wanted to go, Ms. Dobbs decided she wanted to further advance in the aerospace field but hadn't found an institution that provided everything she was looking for until she found MTSU. Unexpectedly, she decided to enter the ROTC program to pursue her leadership, discipline, and teamwork skills, and praised both programs as outstanding. Ms. Dobbs noted that as a military

DRAFT

spouse, a ROTC cadet, and a service member, she could not have asked for better mentors, giving special thanks to Mr. Chris Rochelle and Dr. Miller, who have fostered a community of inclusions amongst veterans and cadets alike.

Roll Call

Board Secretary James Floyd called the roll. The following trustees were in attendance: J.B. Baker, Tom Boyd, Pete DeLay, John Floyd, Jimmy Granbery, Bill Jones, Steve Smith, Christine K. Vanek, Michael Wade, Chad White, and Michai Mosby. A quorum was declared. Trustee Kari Neely was absent.

President Sidney A. McPhee; Joe Bales, Vice President for University Advancement; Mark Byrnes, University Provost; Andrew Oppmann, Vice President for Marketing and Communications; Yvette Clark, Vice President for Information Technology and Chief Information Officer; Danny Kelley, Interim Vice President for Student Affairs and Dean of Students; Drew Harpool, Interim Vice President for Business and Finance; Brenda Burkhart, Chief Audit Executive; Chris Massaro, Director of Athletics; Lt. Gen. Keith Huber, Senior Advisor for Veterans and Leadership Initiatives; Kim Edgar, Executive Assistant to the President and Chief of Staff; and James Floyd, University Counsel and Board Secretary were also in attendance.

Approval of December 3, 2025, and December 15, 2025, Meeting Minutes – Action

The first agenda item was the approval of the meeting minutes from December 3, 2025, and December 15, 2025. Trustee DeLay motioned to approve the December 3, 2025, and December 15, 2025, meeting minutes, and Trustee Granbery seconded the motion. A voice vote was taken, and the motion was approved unanimously.

Approval of Permanent Appointment of the Vice President for Business and Finance – Action

President McPhee requested a title change and a compensation adjustment for Drew Harpool, Interim Vice President for Business and Finance. Harpool has been employed within the Division

DRAFT

of Business and Finance at MTSU since November 2021. Prior to his arrival here, he held leadership roles in the Tennessee Department of Education.

Mr. Harpool has served as interim vice president since Alan Thomas' retirement in June 2025 and is a key member of the university's executive team. After consultation with and support from Chairman Smith, President McPhee stated that he is seeking the Board's approval to appoint Drew Harpool as Vice President of Business and Finance and to adjust his salary to $280,210, an increase of $22,192, equal to that of the previous vice president, effective retroactive to January 1, 2026.

Motion

Trustee Boyd motioned to approve the action item recommended by the President, and Trustee Baker seconded the motion. A voice vote was taken, and the motion to approve the action item carried unanimously.

Approval of Change in Title and Compensation for the University Counsel and Board Secretary – Action

President McPhee requested a title change and a compensation adjustment for James Floyd, University Counsel and Board Secretary. Requesting a change of James Floyd's title to Vice President for Legal Affairs, General Counsel, and Secretary to the Board of Trustees, President McPhee noted that his current title does not fully reflect Floyd's contributions and impact on University pursuits.

Mr. Floyd serves as the chief legal advisor to the president, the Board of Trustees, and the University administration, advancing our mission by leading the office's collaboration on academic/business initiatives and providing sound legal counsel. This name change better reflects his duties and aligns with higher education title norms for those obligations. Equally important, he is a peer to Dr. McPhee's direct reports, who have the title of Vice President. Additionally, Mr. Floyd serves in a dual capacity as chief legal officer and board secretary. No

DRAFT

other LGI (locally governed institution) legal counsel performs both of these responsibilities except for TSU, which pays a considerable amount more than Mr. Floyd's salary.

Moreover, MTSU's legal office serves the highest combined student and employee count per attorney amongst the LGs.

Based on this background and Mr. Floyd's accomplishments, President McPhee requested the Board's approval to appoint him as Vice President for Legal Affairs, General Counsel, and Secretary to the Board of Trustees and adjust his salary to $281,394, an increase of $30,000 annually, effective retroactive to January 1, 2026.

Motion

Trustee Jones motioned to approve the action item recommended by the President, and Trustee Wade seconded the motion. A voice vote was taken, and the motion to approve the action item carried unanimously.

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

Committee Chair Wade reported that the Academic Affairs, Student Life, and Athletics Committee met on February 24, 2026. The Committee approved the minutes from its November 11, 2025, meeting. The Committee report contained one (1) action item, unanimously approved by the Committee, and two (2) information items to be considered 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 a New Academic Program: A Master of Science in Mechatronics Systems Engineering – Action

The interdisciplinary graduate program will provide advanced instruction in robotics, autonomous systems, artificial intelligence, advanced control, reinforcement learning, and systems modeling.

DRAFT

Motion

Trustee Wade motioned to approve the action item recommended by the Committee, and Trustee Boyd seconded the motion. A voice vote was taken, and the motion to approve the action item carried unanimously.

Committee Report: The Audit and Compliance Committee

Committee Chair Boyd reported that the Audit and Compliance Committee met on February 24, 2026. The Committee approved the minutes from its meeting on November 11, 2025. The Committee report contained no action items for the Board's consideration, and five (5) information items to be considered by the Board. Materials outlining this information were made available for review prior to the Board meeting and were contained in the Board notebooks.

Committee Report: The Finance and Personnel Committee

Committee Chair DeLay reported that the Finance and Personnel Committee met on February 26, 2026. The committee approved the minutes from its November 11, 2025, meeting. The Committee report contained no action items for the Board's consideration, and one (1) information item to be considered by the Board. Materials outlining this information were made available for review prior to the Board meeting and were contained in the Board notebooks.

The Board Secretary's Report

Discussion of Board Objectives Identified in the 2025 Self-Evaluation Results, Action for Improvement – Information

The MTSU accreditation body, SACSCOC, requires a governing board to define and regularly evaluate its responsibilities and expectations. Standard 4.2.g. As evidence of compliance with that standard, SACSCOC recommends a regular board self-evaluation. After completion of the 2025 self-evaluation survey, the trustees completed an additional survey to identify the top four (4) objectives for the Board. Board Secretary Floyd presented the results for discussion and consideration of any potential action steps for improvement. Items included:

DRAFT

- Work with University leadership to consummate the Nashville School of Law merger;
- Work with University leadership to increase the capacity of University programs where student demand exceeds capacity;
- Continued efforts of the Lighting Zone and Shelbyville Airport Ad Hoc Committees;
- Continue to be very active at the state government level to make the case for additional support for the University; and
- Work with University leadership to maintain and improve the University's ratings in the Princeton Review, Forbes Magazine, U.S. News & World Report, and the Wall Street Journal;

The President's Report

President McPhee thanked the Board for the opportunity to give updates on matters and activities at the University since the last Board meeting.

Recruitment, Enrollment, and Admissions

President McPhee stated that the university has two sources of revenue that support its mission: tuition and fees and state appropriations. Noting the decline in state appropriations, President McPhee emphasized the importance of recruitment in the growth of the university.

Undergraduate recruitment for Fall 2026 is focused on increasing both applications and enrollment, with spring efforts dedicated to yield. Building on last year's successful inaugural Admitted Student Day (1,469 attendees), the University expanded to two February sessions this year, welcoming 1,901 admitted students—a nearly 30% increase. Strong participation from families contributed to high campus engagement and visibility, supported by a well-attended presidential reception and over $30,000 in bookstore sales.

The post-event meet-and-greet at the President's residence drew strong engagement, with attendees arriving early and staying beyond the scheduled time. President McPhee, joined by Trustee Mosby, noted the excellent turnout and positive atmosphere. Students received

DRAFT

graduation lanyards and “MTSU Bound” yard signs, which are now increasingly visible in the community.

With more than 9,500 freshmen admitted to date, upcoming True Blue Orientation sessions will support class registration and continued enrollment momentum. President McPhee commended Dr. Laurie Witherow and Enrollment Services for their strong leadership and preparation efforts.

Conflict in the Middle East

In the wake of the conflict in the Middle East, the university has reached out to offer our support to students from the affected area, and the staff in Counseling Services are prepared to help if needed. President McPhee thanked Dr. Danny Kelley and his staff for providing their support and services.

SACSCOC

The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) site review committee is scheduled to be on campus from March 23 through March 26. During their visit, reviewers will meet with campus administrators, faculty, staff, and students to follow up on standards identified in the off-site review and to verify compliance with the standards related to the United States Department of Education.

Stressing the importance of the committee’s visit and review, President McPhee explained that federal funding - student loans and Pell grants - depends heavily on their stamp of approval. At the conclusion of their visit, the committee will share its findings with the university leadership in a formal report. Following the on-campus visit, the Committee on Compliance and Reports of the SACSCOC Board of Trustees will review the On-Site Reaffirmation Committee's Report. The Executive Council and the full SACSCOC Board of Trustees will then determine MTSU’s accreditation status, and the final decision will be announced to the College Delegate Assembly during the December 2026 Annual Meeting.

DRAFT

President McPhee noted that under the extraordinary leadership of Dr. Mary Hoffschwelle and her team, he is confident that the university is prepared for next week.

Search for Vice President of Student Affairs and Dean of Students

In the search for the new Vice President of Student Affairs and the Dean of Students, the search committee met with the top four (4) candidates during the last week of February. President McPhee also met with each candidate and, last week, with the Chair of the search committee, Dr. Peter Grandjean, Dean of the College of Behavioral Health and Sciences, to review feedback collected after each candidate's interview.

Based on that feedback and any necessary follow-up, the university should be in a position to pursue a preferred candidate very shortly.

Faculty Reception

President McPhee reminded everyone that immediately following the meeting, the Faculty Showcase will be held in the Miller Education Center (MEC) atrium and will feature research exhibits from various departments. He encouraged everyone to attend and support the event.

Retirement Announcement

President McPhee announced his retirement, effective December 2026. Expressing that it has been one of the greatest professional honors of his life to serve as the tenth (10^{th}) president of this remarkable institution for more than a quarter century. The past twenty-five (25) years have afforded him and his colleagues the opportunity to provide leadership and guide the university through an era of incredible progress and success.

Reflecting on his time as president, he expressed his pride in the institution that MTSU has become – a nationally recognized comprehensive institution. It has expanded its capabilities with new and innovative academic programs, a growing research agenda that led to an R2 research designation, and educational partnerships across the United States and around the world. Building a service-centered educational model that focuses on each student's success,

DRAFT

providing them with a high-quality education and the skills they need to prosper in their chosen field.

The campus footprint has been enhanced with over $2 billion dollars in state-of-the-art new and renovated facilities. Many of our student-athletes have graduated with a championship ring in one hand and a diploma in the other. While achieving these successes, the university has done so with the highest level of efficiency among its higher education peers in the state of Tennessee.

These accomplishments would not have been possible without the many administrators, faculty, staff, and colleagues who have given their time and their talents over the years to strengthen and sustain our institution. Our work speaks for itself.

President McPhee expressed his deep gratitude to his executive team for their leadership and their wise counsel during his tenure. He honored the dedication and commitment of all our employees, the tireless support of our alumni, and the amazing students across campus who have made these an incredible twenty-five (25) years.

Announcing his official retirement at the end of the year, President McPhee noted that he will be a tenured professor in the College of Education after a two-semester sabbatical to retool. However, the work will continue each of his remaining days as president until the end of December to ensure that our progress and success continue, as there is still much to be done.

Thanking the Board for their continued support and hard work as trustees, President McPhee concluded his announcement and provided his letter of retirement to Chairman Smith. A deep sense of gratitude filled the room, and a standing ovation followed.

Chairman Smith extended his deepest thanks and appreciation on behalf of the Board and the entire university, remarking that President McPhee's list of accomplishments is so extensive that it would take all afternoon to name each one. Highlighting one major accomplishment,

DRAFT

however, Chairman Smith recalled the huge budget challenge the president addressed approximately a decade ago and how gracefully he handled it.

As MTSU's longest-serving president, McPhee has overseen more than $2 billion in campus construction and improvements, including the $150 million Science Corridor of Innovation. Additional projects totaling nearly $100 million are planned, including the Shelbyville aerospace campus and Womack Commons, a new student housing complex with 554 beds.

During his tenure, the university has added nearly fifty (50) undergraduate programs, two (2) colleges, and more than twenty (20) institutes and centers. He led the university through major challenges, including the COVID-19 pandemic, where his decision to leave the dorms open for students was the first in the nation. Furthermore, President McPhee realigned priorities to address challenges posed by declining appropriations.

MTSU is recognized for strong return on investment, remains the largest locally governed institution in Tennessee, and is a leading provider of graduates in the Nashville region. We are the top choice for first-generation college students, transfer students, adult learners, and military-connected students. The university has earned national recognition for student success and athletic graduation rates.

Chairman Smith also acknowledged the lasting contributions of President McPhee and his late wife, Liz, whose dedication over more than 25 years has helped shape the university into what it is today. The campus continues to reflect the vision, leadership, and perseverance of President McPhee and his team.

The Board will begin a presidential search with a goal of naming a successor by January 1, 2027.

Conclusion

Chairman Smith reconvened the meeting after a brief non-public executive session.

DRAFT

Approval of President McPhee's Decision to Retire as President of MTSU and Acceptance of his Role as a Tenured Professor – Action

Vice Chair Vanek stated that she would like to recognize the extraordinary efforts of President McPhee's twenty-five (25) year tenure at MTSU and acknowledge that the university is what it is today because of all the hard work, energy, and effort of the president and his team

As specified in his letter dated March 17, 2026, and submitted to the board, President McPhee plans to retire in December 2026 and become a faculty member in the College of Education as a tenured professor following a two-semester sabbatical.

Motion

Vice Chair Vanek motioned to approve the action item, and Trustee DeLay seconded the motion. A voice vote was taken, and the motion to approve the action item carried unanimously.

Approval of the Executive and Governance Committee to Initiate the Presidential Search Process – Action

The Executive and Governance Committee will initiate the presidential search process through the selection of an executive search firm.

Motion

Vice Chair Vanek motioned to approve the action item, and Trustee Granbery seconded the motion. A voice vote was taken, and the motion to approve the action item carried unanimously.

Red Cross Hero Award

Trustee Baker noted that Trustee Floyd was a recipient of the Red Cross Hero award. His steadfast commitment to helping others was recognized at the 2026 American Red Cross Heart of Tennessee Chapter "Heroes Luncheon" held on Thursday, March 12, on campus at MTSU. Trustee Floyd has donated over $5 million dollars to organizations that support children and

DRAFT

families, most recently through the John D. Floyd Charitable Foundation, which he established in 2023.

MTSU Women's Basketball

Trustee Granberry commended the Lady Raiders, who qualified for the Women's National Invitational Tournament.

Adjournment

Chairman Smith adjourned the meeting at 2:37 p.m.

Respectfully submitted,



James C. Floyd, Board Secretary

DRAFT

Middle Tennessee State University
Board of Trustees

MEETING:	Summer Quarterly Board Meeting
SUBJECT:	**New Business**
DATE:	June 16, 2026
PRESENTER:	Dr. Sidney A. McPhee President

- Permanent Appointment of the Vice President for Student Affairs and Dean of Students

Middle Tennessee State University
Board of Trustees

Action Item

MEETING:	Summer Quarterly Board Meeting
DATE:	June 16, 2026
SUBJECT:	**Permanent Appointment of the Vice President for Student Affairs and Dean of Students**

BACKGROUND INFORMATION:

Policy 808 – Compensation Reporting and Approvals – requires the appointment and salary recommendation of Vice Presidents or other executives reporting directly to the President be approved by the Board of Trustees.

The attached recommendation for the permanent appointment of Dr. James Bridgeforth as Vice President of Student Affairs and Dean of Students, along with the salary request, falls under this approval requirement and is therefore being presented to the board.

Office of the President
Middle Tennessee State University
204 Cope Administration Building
Murfreesboro, Tennessee 37132
615-898-2622
FAX: 615-898-2507

MIDDLE TENNESSEE STATE UNIVERSITY

To: Mr. Steve Smith, Chairman, Middle Tennessee State University Board of Trustees
Mr. Pete Delay, Committee Chairman of the Finance and Personnel Committee

From: Sidney A. McPhee, President

Subject: Vice President of Student Affairs and Dean of Students

Date: May 19, 2026

I wish to recommend to the Board the appointment of Dr. James Bridgeforth as Vice President of Student Affairs and Dean of Students and a tenure-track appointment at the rank of Assistant Professor in the College of Education.

After an extensive search, I believe Dr. Bridgeforth's knowledge and breadth of experience relative to the requirements and responsibilities of the position by far make him the most qualified candidate for the position. I have included a copy of his resume for your review. I am recommending the appointment of Dr. Bridgeforth to the MTSU Board of Trustees with an annual salary of $235,000 beginning July 1, 2026, and a moving allowance not to exceed $5,000.

If you have any questions or concerns, please let me know.

c: Dr. Christy Sigler, Assistant to the President for Civil Rights Compliance
Mr. Drew Harpool, Vice President for Business and Finance
Ms. Laura Jent, Assistant Vice President for Human Resources

Middle Tennessee State University does not discriminate against students, employees, or applicants for admission or employment on the basis of race, color, religious, creed, national origin, sex, sexual orientation, gender identity/expression, disability, and status as a protected veteran, genetic information, or any other legally protected class with respect to all employment programs and activities sponsored by MTSU. The Assistant to the President for Institutional Equity and Compliance has been designated to handle inquiries regarding the non-discrimination policies and can be reached at Cope Administration Building 116, 1301 East Main Street, Murfreesboro, TN 37132, Christy.Sigler@mtsu.edu, or 615-898-2185. The MTSU policy on non-discrimination can be found at www.mtsu.edu/iec

Office of the President
Middle Tennessee State University
204 Cope Administration Building
Murfreesboro, Tennessee 37132
615-898-2622
FAX: 615-898-2507

MIDDLE TENNESSEE STATE UNIVERSITY

April 20, 2026

Dr. James Bridgeforth
[redacted]

Dear Dr. Bridgeforth:

It is my intent to recommend to the MTSU Board of Trustees Finance and Personnel Committee your appointment as Vice President of Student Affairs and Dean of Students and a tenure-track appointment at the rank of Assistant Professor in the College of Education.

The MTSU Board of Trustees Finance and Personnel Committee meeting will be held on May 19, 2026, and in anticipation of the committee's approval, the recommendation will be made to the full board at its meeting on June 16, 2026.

After an extensive national search, I believe your knowledge and breadth of experience relative to the requirements and responsibilities of the position by far make you the most qualified candidate for the position. I am recommending your appointment as Vice President of Student Affairs and Dean of Students to the MTSU Board of Trustees with an annual salary of $235,000 beginning July 1,2026 and a moving allowance not to exceed $5,000 with documented receipts, i.e., moving company, truck rental, packing materials, etc.

If you have any questions or concerns, please let me know.

Sincerely,

Sidney A. McPhee
President

c: Christy Sigler, Assistant to the President for Civil Rights Compliance
Drew Harpool, Vice President for Business and Finance
Laura Jent, Assistant Vice President for Human Resources

Middle Tennessee State University does not discriminate against students, employees, or applications for admission or employment on the basis of race, color, religion, creed, national origin, sex, sexual orientation, gender identity/expression, disability, age, status as a protected veteran, genetic information, or any other legally protected class with respect to all employment, programs, and activities sponsored by MTSU. The Assistant to the President for Institutional Equity and Compliance has been designated to handle inquiries regarding the non-discrimination policies and can be reached at Cope Administration Building 116, 1301 East Main Street, Murfreesboro, TN 37132, Christy Sigler@mtsu.edu, or 615-898-2185. The MTSU policy on non-discrimination can be found at www.mtsu.edu/titleix.

James S. Bridgeforth, Ph.D.

[redacted]

LinkedIn • [redacted]

December 1, 2025

Dear Mr. Gaffney, President McPhee & Members of the Search Committee:

I am writing to express my enthusiastic interest in the role of Vice President for Student Affairs/Dean of Students at Middle Tennessee State University. With more than twenty-five years of progressively responsible leadership in student affairs, auxiliary administration, academic partnerships, crisis management, and large-scale institutional operations, I have built a career dedicated to expanding student success, elevating cross-divisional collaboration, and strengthening campus climate at complex public research universities. I am inspired by MTSU's mission, values, commitment to student engagement, and reputation as Tennessee's top destination for undergraduate education. I believe my experience aligns deeply with the University's priorities and vision for its next chief student affairs officer.

In my current role as Assistant Vice President for Student Affairs & ExperienceVT at Virginia Tech, I lead one of the nation's most robust student affairs portfolios—having experience overseeing housing services, dining services, student engagement, student unions, living-learning programs, international student services, cultural and community centers, and campus-wide student experience programs for more than **38,000 students**. I provided executive oversight of a **$155M auxiliary enterprise** and a workforce of more than **2,500 employees**, including **twelve Directors, a Deputy Director, and a Senior Director**. This experience has uniquely prepared me to serve as MTSU's next VPSA, a role that requires strong operational stewardship, broad divisional leadership, cross-campus partnership, and the ability to enrich the quality of student life at scale.

A core responsibility of the MTSU VPSA role is leadership of a comprehensive student affairs division that "complements and enhances the academic mission of the university".

At Virginia Tech, my leadership has been defined by this exact commitment. I co-led the planning of the $350M Student Life Village, an ambitious multi-phase project poised to become the largest construction effort in university history. Phase I alone advanced a 5,000-bed, multi-facility living and learning community integrating residential life, recreation, wellness, dining, student engagement, and academic collaboration. I also directed the launch of the Office of Living-Learning Programs, **expanding communities by 75%** (from 16 to 28 programs) and elevating them to a **Top 20 national ranking**. These efforts demonstrate my ability to lead major capital improvements, design facilities that shape student experience, and articulate the mission and role of student life in clear partnership with academic leaders.

I also co-led the planning and implementation of the University's Residential Wellbeing Department, integrating mental health, care, crisis response, academic support, and retention-focused interventions into a holistic and research-driven approach that strengthened student belonging and campus wellbeing. This work directly aligns with MTSU's commitment to community engagement, non-violence, personal responsibility, and academic achievement. MTSU's values of honesty and integrity, peaceful conflict resolution, and engaged citizenship mirror the standards I have upheld in my leadership across multiple institutions.

Before Virginia Tech, I served as Director of University Housing & Dining and Associate Director for Housing & Residence Life at the University of South Alabama, where I provided senior leadership for a 2,500-student housing and dining enterprise and managed annual budgets ranging from $12M to $40M. I oversaw 110 employees, led crisis response, developed campus protocols, and strengthened systems of student care and emergency preparedness. I partnered closely with Academic Affairs, Student Affairs, Enrollment Management, USA Health, and the President's Cabinet on retention strategies, DEI initiatives, pandemic response, and student success interventions. South's mission to promote research, excellence, health, and community engagement provided a powerful training ground for executive leadership, and the work deeply prepared me for the scale and scope of MTSU's student affairs division.

Earlier, as the inaugural Executive Director for Housing & Residence Life at Kennesaw State University, Georgia's third-largest university with more than **48,000 students**, I merged the housing operations of Kennesaw State and Southern Polytechnic State University into one seamless, unified program **serving 5,200** students. I held matrix reporting relationships to the Vice President for Student Affairs, the Vice President for Business and Finance, and a Housing Foundation Board that owned more than half of the University's residential portfolio. I provided executive leadership for a **$50M housing enterprise**, served on both divisional leadership teams, and partnered with the Georgia Board of Regents on major construction and renovation projects. This experience strengthened my ability to lead through change, navigate complex governance structures, steward large enterprises, and deliver unified student-centered outcomes across institutional lines.

Foundationally, my professional leadership began at the University of Southern Mississippi, an R1 research institution enrolling 14,000 students, where I served as Assistant Director for Residence Life & First-Year Experience, Doctoral Research Fellow, and Teaching Assistant. I co-designed learning communities, led first-year experience initiatives, and taught undergraduate and graduate courses in research methods, multiculturalism, student development, and diversity in higher education. My doctoral research examined the intersections of race, gender, tenure, and faculty advancement—an inquiry that continues to inform my leadership philosophy and my commitment to equitable student success. These academic appointments have equipped me with a deep appreciation for the faculty experience, shared governance, and the centrality of academic mission in student affairs leadership.

Across all these roles, several themes have defined my leadership practice: I lead through collaboration, I steward resources responsibly, I strengthen community, and I elevate the student voice as well as the student experience. MTSU's student affairs division includes critical program areas such as Fraternity & Sorority Life, Counseling Services, Disability & Access, Housing, Student Government, Student Conduct, Campus Recreation, Career Development, Student Health, and First-Year & Nontraditional Experience—services I have overseen, built, partnered or transformed at scale across multiple institutions. I am particularly drawn to MTSU's commitment to integrity, engagement, and non-violence. Values I have advanced through cultural centers, wellbeing programs, crisis response, diversity initiatives, and shared governance partnerships throughout my career.

I would bring to MTSU a leadership style rooted in transparency, accountability, student-centered planning, and a strong belief in the power of community. I lead with steadiness and empathy, paired with operational rigor and a bias for action. I strive to be a visible, accessible campus presence—someone who listens deeply, acts decisively, supports staff, partners with faculty, and engages intentionally with students. I believe in building structures that allow students not only to persist but to thrive academically, socially, emotionally, and personally.

It would be an honor to contribute my experience and leadership to Middle Tennessee State University and to serve a campus community that is deeply committed to learning, growth, service, and community values. I would welcome the opportunity to further discuss how my background and vision align with MTSU's aspirations and the expectations for its next Vice President for Student Affairs/Dean of Students.

Thank you for your consideration.

Sincerely,
James S. Bridgeforth
James S. Bridgeforth, Ph.D.

James S. Bridgeforth, Ph.D.

Senior Executive for Student and Academic Affairs

Virginia Polytechnic Institute and State University

[redacted]

Executive Profile

Transformational senior student affairs leader with more than 25 years of progressively responsible experience at large public research universities. Currently serve as Assistant Vice President for Student Affairs & ExperienceVT at Virginia Tech, overseeing one of the nation's largest and most comprehensive student affairs portfolios, including housing, residential life, dining, student unions, student engagement, cultural and community centers, international student services, and living-learning programs for more than 38,000 students. Provided executive leadership for a **$155M auxiliary budget and more than 2,500 employees** while driving strategic initiatives that enhance student success, wellbeing, and campus climate.

Recognized as an AGB Institute for Leadership & Governance Fellow (2025–26) and Millennium Leadership Initiative Fellow (2025), I bring a strong track record in crisis management, organizational culture, shared governance, and cross-divisional collaboration with Academic Affairs. Co-led a $350M Student Life Village capital project, advanced nationally ranked living-learning communities, and expanded fraternity and sorority life participation. I am prepared to serve Middle Tennessee State University as Vice President of Student Affairs/Dean of Students, providing vision and stewardship for a comprehensive division that supports student learning, wellbeing, and engagement in alignment with MTSU's mission, values, and commitment to integrity, community engagement, and non-violence.

Education

Doctor of Philosophy in Higher Education Administration & Institutional Research
University of Southern Mississippi, Hattiesburg, MS
Dissertation: Race, Gender, Tenure & Faculty Advancement in American Colleges and Universities

Master of Education in Higher Education Administration
The University of Massachusetts, Amherst, MA

Bachelor of Arts in Sociology
Catawba College, Salisbury, NC

Leadership Experience

Virginia Polytechnic Institute and State University: 2020 – Present Assistant Vice President for Student Affairs & ExperienceVT

Virginia Tech is the Commonwealth of Virginia's largest public research university, enrolling more than 38,000 students and managing a $600M research portfolio. In this senior leadership role, I serve on the Vice President for Student Affairs Council and provide executive oversight of a comprehensive student affairs portfolio that complements and enhances the academic mission of the university. Throughout my five-year tenure at Virginia Tech, I provided executive oversight for a **$155M auxiliary enterprise** and led a workforce of more than **2,500 employees** through 12 Directors, one Deputy Director, and one Senior Director.

Major Responsibilities and Initiatives:

- Lead **ten departments** and **six cultural and community centers** within a nationally recognized Division of Student Affairs, including Student Engagement & Campus Life, Fraternity & Sorority Life, Living-Learning Programs, Housing Services, Dining Services, Student Affairs Facilities, The Center for Leadership & Service Learning, The Cranwell International Center for international student services, three student centers, The Office for Learning Partnerships, and the Undergraduate Student Senate.
- Provide executive oversight for a **$155M auxiliary operating budget**, ensuring strong financial stewardship, strategic resource allocation, and long-term sustainability across housing, dining, facilities, and student engagement operations.
- Supervise, evaluate and develop a senior leadership team of **12 Directors, one Deputy Director, and one Senior Director**, fostering a culture of accountability, collaboration, and student-centered service across more than **2,500 faculty, staff, and student employees**.
- Co-led planning of the **$350M Student Life Village**, the largest construction and capital project in university history, to establish a 5,000-bed residential community that integrates student unions, wellness spaces, campus recreation, and two new dining centers.
- Oversee operations across **48 residence halls**, **seven dining centers**, and **three student centers**, ensuring operational excellence, facilities quality, emergency preparedness, and a safe, engaging student experience.
- Developed and implemented a **campus-wide active shooter protocol** and emergency response procedures for all residence halls, in collaboration with University Police and Emergency Management, to enhance student safety and crisis readiness.
- Drove a **25% increase in fraternity and sorority life participation**, increasing involvement from 4,800 to 6,000 students over three years through strategic advising, risk management, and values-based community building.
- **Created the Undergraduate Student Senate**, now one of the largest student government organizations in the United States, to elevate student voice in institutional decision-making.
- Directed the formation of **Housing Services**, overseeing on-campus housing for 10,000 students in 48 residence halls and managing a **$75M housing budget**.
- Pioneered and led the launch of the **Office of Living-Learning Programs**, growing living-learning communities by **75%** (from 16 to 28 programs) and elevating the program to a **Top 20 U.S. News & World Report** ranking.
- Co-led the creation of the **Residential Wellbeing Department** to integrate mental health, care, and crisis response into the residential experience, advancing a holistic model of student wellbeing.
- Guided an **$85M Dining Services program** serving 30,000 students daily across seven dining centers, consistently ranked in the **Top 5 nationally for four consecutive years**.
- Oversaw **five cultural and community centers** (Atl: Wa:oki Indigenous Community Center, APIDA+ Center, Black Cultural Center, El Centro Hispanic & Latinx Cultural Center, and Pride Center), advancing institutional diversity, equity, inclusion, and belonging priorities.

The University of South Alabama 2010-2020 Director of University Housing & Dining (2015-2020); Associate Director for Housing & Residence Life (2010-2015)

The University of South Alabama (South) is a comprehensive public research institution enrolling more than 14,000 students across 115 academic programs. Located on a 1,200-acre Gulf Coast campus and supported by USA Health, the region's leading academic health system. During my decade of service at South, I provided senior leadership for a comprehensive housing and dining enterprise serving over 2,500 residential students. I managed 110 faculty, staff, and student employees and administered budgets ranging from $12M–$40M across Housing and Dining operations. I led program design for Housing & Residence Life, including learning partnerships, international student support, fraternity/sorority housing, and major engagement initiatives. I served on the Provost's Student Success Team, Retention Strategy Committee, and President's Pandemic Response Team, advancing institution-wide priorities in enrollment, retention, and student wellbeing. I also co-developed the University's online orientation program and led the execution of a strategic plan focused on student engagement, program effectiveness, and persistence.

Major Responsibilities and Initiatives:

- Led crisis management efforts for 2,500 students, authored campus protocols, and developed strategies to handle emergencies.
- Oversaw the maintenance and renovation of 33 residence halls and 10 fraternity/sorority houses for efficient facilities management and high-quality student living environments.
- Co-designed the first Week of Welcome (WoW) program and created co-curricular initiatives that connected students to campus life, promoting diversity, inclusion, and overall well-being.
- Led the housing leadership team of four assistant directors and two assistant managers as well as achieved recognition as the Division of Student Affairs' Most Outstanding Department in 2015.
- Directed financial oversight for self-supporting auxiliary units, including dining services and housing services, while managing budgets of $40M and $12M respectively as well as overseeing contracts totaling over $300,000.

Kennesaw State University: 2017 – 2018 Executive Director for Housing & Residence Life

Kennesaw State University, Georgia's third-largest public university with more than 48,000 students, appointed me as the inaugural Executive Director for Housing & Residence Life to unify the housing operations of KSU and Southern Polytechnic State University into a seamless residential program serving 5,200 students. I provided executive leadership for a $50M housing enterprise through a matrix reporting line to Student Affairs, Business and Finance, and the University's Housing Foundation Board, and partnered with the Georgia Board of Regents on major construction and renovation initiatives.

Major Responsibilities and Initiatives:

- Provided senior leadership for one of Georgia's largest university housing systems, overseeing a $50M operating budget and more than 270 employees across residence life, housing operations, facilities, and business services.
- Directed large-scale housing modernization efforts, long-range master planning, and market feasibility analyses to support institutional growth and student demand.
- Strengthened crisis response and student support systems, ensuring operational readiness and continuity across a rapidly expanding student population.
- Built strong cross-divisional partnerships with Student Affairs, Enrollment Management, and Academic Affairs to support retention, first-year success, and inclusive community development.

The University of Southern Mississippi: 2006-2010 Assistant Director for Residence Life & First Year Experience (2006-2008); Doctoral Research Fellowship (2008-2010)

The University of Southern Mississippi (Southern Miss) is a public R1 research university enrolling more than 14,000 students across a 1,090-acre campus. A nationally recognized institution with Division I athletics and a vibrant, research-intensive academic community. At Southern Miss, I directed the design and implementation of learning partnerships and living-learning programs for first-year students to foster academic engagement and student success. Contributed to the Residence Life leadership team and oversaw housing of 3,800 students for high-quality campus living experiences. Led and mentored a team of 150 professional, graduate, and student employees to enhance departmental effectiveness. Participated as a member of the Behavioral Threat Assessment Team for a safe and supportive campus environment. Advised the Residence Hall Association and served as the State Advisor for the Mississippi Residence Hall Association to foster leadership development and student advocacy. Addressed racism and cultivated a sense of diversity and belonging among students for an inclusive campus environment. Implemented a servant-leadership model for Resident

Assistants to transform campus impact and enhance student support within the residential community. Served on the Homecoming Committee and contributed to the planning and execution of major university-wide events.

Major Responsibilities and Initiatives:

- Delivered graduate and undergraduate courses in the College of Education and Human Sciences, specializing in research methods, statistics, and institutional research as tools to investigate racism in higher education.
- Co-taught the Multiculturalism & Diversity in Higher Education course as part of the Student Affairs Administration Master's Program to enhance students' understanding of diversity challenges in academic institutions.
- Managed annual budget of $1M and ensured efficient resource allocation and financial oversight for residential and student services.
- Developed multiple theme-based communities and increased student involvement by creating collaborative partnerships between student life and residential programs.
- Provided leadership for Residence Life programs, Student Conduct, Orientation, and Sorority Housing to enhance student engagement and community development.
- Recognized as the Residence Hall Association Advisor of the Year in 2007 and received Alpha Kappa Alpha Community Leadership Award in 2009.

Early Professional Experience

The Catholic University of America:
Assistant Director for Business Services & Facilities Management (2006). Provided operational management for residential facilities, business services, and front-desk operations. Supported housing assignments, occupancy management, contract administration, and facility logistics for a residential system serving a diverse student community.

George Mason University:
Area Coordinator (2004–2006). Led residential operations, crisis response, and student engagement for a multi-building residential area. Supervised professional and student staff, coordinated conduct processes, and strengthened academic partnerships to enhance community development.

Westfield State University:
Residence Hall Director (2001–2003). Managed a residential community focused on student learning, retention, and engagement. Directed hall programming, conduct, crisis response, and staff supervision while supporting first-year success initiatives and campus-wide student life efforts.

Morgan State University
Resident Director (2000–2001). Oversaw daily operations, student support, and crisis response for a residence hall at Maryland's largest HBCU. Promoted academic success, inclusion, and community standards through advising, programming, and student leadership development.

Academic Appointments

Graduate Faculty Instructor, Higher Education & Student Affairs, Virginia Tech
Graduate Faculty Instructor, Higher Education Administration, University of South Alabama
Teaching Assistant, Educational Studies & Research, University of Southern Mississippi
Instructor, Lucky Day Scholars Leadership Program, University of Southern Mississippi
Instructor, General Studies, Westfield State University

Graduate Courses Taught

EDHE 5304 – Introduction to the Student Affairs Profession (VT)
EDL 562 – Student Development Theory in Higher Education (USA)
EDL 603 – Current Problems in Higher Education (USA)
EDL 611 – Human Resources in Higher Education (USA)
EDL 702 – Higher Education Finance (USA)
CSP 619 – Multiculturalism & Diversity in Higher Education (USM)

Undergraduate Courses Taught

CAS 100 – First-Year Experience Seminar (USA)
REF 400 – Research Foundations in Education (USM)
UNV 122 – Lucky Day Scholars Leadership Course (USM)
GEN 100 – First-Year Experience Course (Westfield State University)

Dissertation Committee Service (Selected)

Darby, L. (2017). Factors Influencing Persistence and Retention of Adult Female African American Undergraduate Students (Unpublished doctoral dissertation). University of South Alabama, Mobile, Alabama.

Maryam, R. (2016). Instructor Learning Style, Teaching Style, and Student Learning Style in Online (Unpublished doctoral dissertation). University of South Alabama, Mobile, Alabama.

Johnson, R. (2017). A Case Study of the Impact of First-Year Experience on Post-Secondary Retention for First Generation Students (Unpublished doctoral dissertation). University of South Alabama, Mobile, Alabama.

Book Chapters:

"Multicultural Leadership in Higher Education" (IGI Global, 2020; 2016)
"Examining the Campus Culture for African American Males" (MSU Press, 2018)

Peer-Review Articles and Op-Ed:

Bridgeforth, J. & Roshioru, E. (2025, September 18). *From rhetoric to renewal: How we heal America together. Washington Blade*. Retrieved from https://www.washingtonblade.com/2025/09/18/opinion-rhetoric-to-renewal-heal-america/

Bridgeforth, J. (2025, July 8). *Trump is changing the political paradigm. Washington Examiner*. Retrieved from https://www.washingtonexaminer.com/opinion/3464011/president-trump-is-changing-the-political-paradigm/

Bridgeforth, J. S., & Efird, A. (2025, May 15). *Paulette Granberry Russell on the fight for DEI, free speech, and the future of higher education. The Chicago Defender*. Retrieved from https://chicagodefender.com/paulette-granberry-russell-on-the-fight-for-dei-free-speech-and-the-future-of-higher-education/

Bridgeforth, J. S., & Efird, A. (2025, February 27). *Exclusive: Rev. Al Sharpton on Trump's agenda, DEI rollbacks, and the fight for democracy. Chicago Defender*. Retrieved from https://chicagodefender.com/exclusive-rev-al-sharpton-on-trumps-agenda-dei-rollbacks-and-the-fight-for-democracy/

Bridgeforth, J. S. (2024). *Depression* [Digital artwork]. *New Plains Review*, Fall 2024, 165–166

Scholarly Presentations (Selected)

"Supporting African American Students in Campus Housing," ACUHO-I Annual Conference
"Race, Gender, & Faculty Advancement," Mid-South Educational Research Association

Professional Development

The AGB Institute for Leadership & Governance in Higher Education, 2025-26 Cohort
Millennium Leadership Initiative, 2025 Cohort
The Constructive Dialogue Leadership Institute, 2024 Cohort
NASPA Institute for Aspiring Vice President, 2024 Cohort
Harvard University Institute for Management & Leadership in Education, 2023
EAB Future Presidents Intensive, 2023 Cohort
Hampton University Executive Leadership Summit, 2016 Cohort Certified

Professional Service (Selected)

ACUHO-I

Executive Board, Director of Facilities & Physical Environments (2018 – 2020)
Chair, Housing Facilities & Services Committee (2014–2016)
Faculty, SEAHO Entry Level Institute, Emory University (2015)

Virginia Tech

Co-Chair, Student Life Village Project (2024–Present)
Co-Chair, Residential Wellbeing & DEI Working Groups (2020–2023)
Access & Affordability Student Experience Working Group, 2023-Present
Student Experience, Diversity, Equity & Inclusion Working Group, Co-chair, 2020-2021 Student Government Task Force, 2020-2021

University of South Alabama

Chair, Sustainability Committee (2012–2020) Title IX,
Diversity, and Wellness Committees
Chair, Search Committee for Multicultural Affairs

Kennesaw State University

Committee Member: Master Planning, Feasibility, Chief of Police Search

University of Southern Mississippi

Behavioral Threat Assessment, Campus Safety, and Appeals Committees

Affiliations

Association of College & University Housing Officers-International (2011–2021)
American College Student Personnel Association (2006–2008)
National Association of Student Personnel Administrators (2012–2017)
Association of Higher Education Facilities Officers (2012–2020)
National Association of College & University Food Services (2013–2015)
Mid-South Educational Research Association (2014–2016)
Alpha Phi Alpha Fraternity, Inc.
100 Black Men of America

Middle Tennessee State University
Board of Trustees

MEETING:	Summer Quarterly Board Meeting
SUBJECT:	**New Business**
DATE:	June 16, 2026
PRESENTER:	Dr. Sidney A. McPhee President

- Permanent Appointment of the Chief Audit Executive

Middle Tennessee State University
Board of Trustees

Action Item

MEETING:	Summer Quarterly Board Meeting
DATE:	June 16, 2026
SUBJECT:	**Permanent Appointment of the Chief Audit Executive, Audit Services**

BACKGROUND INFORMATION:

Policy 808 – Compensation Reporting and Approvals – requires the appointment and salary recommendation of Vice Presidents or other executives reporting directly to the President be approved by the Board of Trustees.

The attached recommendation for the permanent appointment of Ms. Cynthia Ray as Chief Audit Executive, Audit Services, as well as the salary request, falls under this approval requirement and is therefore being presented to the board.

Office of the President
Middle Tennessee State University
204 Cope Administration Building
Murfreesboro, Tennessee 37132
615-898-2622
FAX: 615-898-2507

MIDDLE TENNESSEE STATE UNIVERSITY

To: Mr. Steve Smith, Chairman, Middle Tennessee State University Board of Trustees
Mr. Pete Delay, Committee Chairman of the Finance and Personnel Committee

From: Sidney A. McPhee, President

Subject: Chief Audit Executive, Audit Services

Date: May 19, 2026

I wish to recommend to the Board the appointment of Ms. Cynthia Ray as Chief Audit Executive, Audit Services.

I believe Ms. Ray's knowledge and breadth of experience relative to the requirements and responsibilities of the position by far make her the most qualified candidate for the position. I have included a copy of her resume for your review. I am recommending the appointment of Ms. Ray to the MTSU Board of Trustees with an annual salary of $178,000 beginning July 1, 2026.

If you have any questions or concerns, please let me know.

c: Dr. Christy Sigler, Assistant to the President for Civil Rights Compliance
Mr. Drew Harpool, Vice President for Business and Finance
Ms. Laura Jent, Assistant Vice President for Human Resources

Middle Tennessee State University does not discriminate against students, employees, or applicants for admission or employment on the basis of race, color, religion, creed, national origin, sex, sexual orientation, gender identity/expression, disability, age, status as a protected veteran, genetic information, or any other legally protected class with respect to all employment, programs, and activities sponsored by MTSU. The Assistant to the President for Institutional Equity and Compliance has been designated to handle inquiries regarding the non-discrimination policies and can be reached at Cope Administration Building 116, 1301 East Main Street, Murfreesboro, TN 37132, Christy.Sigler@mtsu.edu, or 615-898-2185. The MTSU policy on non-discrimination can be found at www.mtsu.edu/titleix.

Office of the President
Middle Tennessee State University
204 Cope Administration Building
Murfreesboro, Tennessee 37132
615-898-2622
FAX: 615-898-2507

MIDDLE TENNESSEE STATE UNIVERSITY

April 20, 2026

Ms. Cynthia Ray
[redacted]

Dear Ms. Ray:

I am pleased to offer you the position of Chief Audit Executive, Audit Services at Middle Tennessee State University.

The MTSU Board of Trustees Finance and Personnel Committee meeting will be held on May 19, 2026, and in anticipation of the committee's approval, the recommendation will be made to the full board at its meeting on June 16, 2026.

This appointment is to be effective July 1, 2026. This offer includes a salary of $178,000 per year, payable monthly.

This is an exciting time at MTSU. I am confident that you will bring leadership to this very important position. I look forward to receiving your letter of acceptance.

Sincerely,

Sidney A. McPhee
President

c: Christy Sigler, Assistant to the President for Civil Rights Compliance
Drew Harpool, Vice President for Business and Finance
Laura Jent, Assistant Vice President for Human Resources

Middle Tennessee State University does not discriminate against students, employees, or applications for admission or employment on the basis of race, color, religion, creed, national origin, sex, sexual orientation, gender identity/expression, disability, age, status as a protected veteran, genetic information, or any other legally protected class with respect to all employment, programs, and activities sponsored by MTSU. The Assistant to the President for Institutional Equity and Compliance has been designated to handle inquiries regarding the non-discrimination policies and can be reached at Cope Administration Building 116, 1301 East Main Street, Murfreesboro, TN 37132, Christy.Sigler@mtsu.edu, or 615-898-2185. The MTSU policy on non-discrimination can be found at www.mtsu.edu/titleix.

CYNTHIA A. RAY

[redacted]

OBJECTIVE

Experienced and certified internal audit professional with over 17 years in higher education, currently serving as Director of Internal Audit at Motlow State Community College. Known for integrity, reliability, and a strong commitment to audit quality and institutional improvement. I am seeking to contribute my audit expertise and higher education experience to support Middle Tennessee State University's internal audit objectives and institutional success.

EDUCATION

David Lipscomb University, Nashville, TN
Bachelor of Science in Accounting, 2007

Middle Tennessee State University, Murfreesboro, TN
Bachelor of Science in Animal Science, 1999

PROFESSIONAL CERTIFICATIONS

Certified Internal Auditor, The Institute of Internal Auditors – July 2024

Certified Fraud Examiner, Association of Certified Fraud Examiners – July 2022

PROFESSIONAL AFFILIATIONS

- Association of College and University Auditors (ACUA)
- The Institute of Internal Auditors (IIA)
- IIA Nashville Chapter
- Association of Certified Fraud Examiners (ACFE)
- Middle Tennessee Chapter, ACFE

PROFESSIONAL EXPERIENCE

Motlow State Community College – Smyrna, TN
Director of Internal Audit | September 2025 – Current

- Direct the institution's comprehensive internal audit program and report audit results, risk exposures, and governance matters to the Audit Committee through the Tennessee Board of Regents Chief Audit Executive.
- Prepare annual audit plans based on discussions with the president and senior leadership as well as audit risk assessment.
- Serve as the institution's sole internal audit professional, developing and executing audit programs, procedures, working papers, and audit reports in accordance with professional

standards.

- Maintain audit working papers according to records retention requirements.
- Examine college records and assess compliance with TBR requirements, college policies, and applicable state and federal laws and regulations.
- Conduct audit follow-up work as required or needed, including follow-up audits for Comptroller of Treasury.
- Assist and coordinate with the Tennessee Comptroller of Treasury and other external auditors as necessary
- Coordinate special assignments from the president and develop suggestions for enhancements.
- Conduct institution-wide fraud, waste, and abuse investigations as required and provide recommendations for improvement in internal controls, operating procedures, account records, and system designs.
- Prepare monthly, quarterly, and annual reports to the Audit Committee through the TBR Chief Audit Executive, including audit plan updates, engagement status, management corrective actions, and audit reports.
- Meet regularly with the president and other senior management to discuss college strategic initiatives, risk, internal controls, audit planning and status, and other management issues.
- Plan and manage the internal audit budget to align with the institutional goals, college initiatives, and approved audit plan.
- Establish and maintain effective relationships with college leadership, TBR System-wide Internal audit staff, and external stakeholders.
- Serve on President's Cabinet, Institution Oversight Committee, and Athletic Oversight Committee.
- Attend TBR Internal Auditor Directors meetings and trainings.
- Maintain professional certifications through ongoing continuing education in accordance with position requirements and professional standards.

Middle Tennessee State University — Murfreesboro, TN
Senior Internal Auditor | November 2024 – August 2025
Internal Auditor I | September 2008 – October 2024

- Provided informal leadership and support during the transition following the Chief Audit Executive's (CAE) retirement, assisting the interim CAE by leading audits, reviewing workpapers, managing office operations, and coordinating with university personnel and the Tennessee Comptroller's Office.
- Lead fraud investigations initiated by the Tennessee Comptroller's Office, internal audit hotline, and other credible sources.
- Managed an accurate and up-to-date investigation log, tracking newly initiated, ongoing, and completed cases on a monthly or as-needed basis.
- Assisted the Chief Audit Executive in creating annual audit plans based on institutional risk assessments and strategic priorities.
- Prepared quarterly Audit and Compliance Committee meeting materials by summarizing key information from external audit reports and managing an Excel-based tracking log.

- Performed financial, performance, and compliance audits to evaluate internal controls, ensure regulatory compliance, and promote improvement.
- Prepared detailed audit reports highlighting control weaknesses, risks, and improvement recommendations.
- Established effective working relationships with university personnel to support audit activities, clarify processes, and communicate results in a clear and professional manner.
- Supported audit strategy development by researching regulations and enhancing procedures.
- Contributed significantly to the department's transition from manual workpapers to electronic audit management software, improving efficiency and reporting accuracy.
- Applied Excel-based data review techniques to enhance audit testing and documentation.

Vanderbilt University Medical Center — Nashville, TN
Staff Accountant| March 2006 – September 2008

- Managed post-award functions for sponsored research programs, ensured financial compliance and accurate close-out of grant awards in accordance with A-21 guidelines.
- Reviewed budgets and expenditures, resolved discrepancies through journal entries, and coordinated with principal investigators and departments.
- Managed month-end close processes and prepared documentation for award notices, terminations, and grant relinquishments.

TECHNICAL SKILLS

- Audit Software: Played a key role in the implementation and use of K10 Vision.
- ERP Systems: Extensive experience with Banner Finance system.
- Microsoft Office Suite: Proficient in Excel, Word, PowerPoint, and Outlook.
- Data Analytics:
    - Expanded technical skills through the *IIA Fraud Analytics for Internal Auditors Certificate* course, Certificate completed September 2025.
    - Currently apply basic Excel functions to support audit testing and data review.

Ms. Cynthia Ray
[redacted]

April 23, 2026

Office of the President
Middle Tennessee State University
204 Cope Administration Building
Murfreesboro, TN 37132

Dear Dr. McPhee:

Thank you for offering me the position of Chief Audit Executive, Audit Services at Middle Tennessee State University. I am pleased to formally accept this offer.

I understand that the appointment is contingent upon approval by the MTSU Board of Trustees Finance and Personnel Committee on May 19, 2026, and final consideration by the full Board of Trustees on June 16, 2026.

I acknowledge and agree to the proposed start date of July 1, 2026, along with the annual salary of $178,000.00 per year, payable monthly.

Having spent many years serving the University within Audit Services, I am grateful for the opportunity to return in this new capacity. I look forward to building on my prior experience to lead a strong, effective audit function that adds value across the University and contributes to its continued success and True Blue values.

Thank you again for this opportunity. I am truly excited to rejoin the MTSU community.

Sincerely,

Cynthia Ray

Cynthia Ray

Middle Tennessee State University
Board of Trustees

MEETING:	Summer Quarterly Board Meeting
SUBJECT:	**Academic Affairs, Student Life, and Athletics Committee**
DATE:	June 16, 2026
PRESENTER:	Michael Wade Committee Chair

- Tenure and Promotion
- Policy Revision – 204 Tenure
- Policy Revision – 541 Residential Life and Housing

Middle Tennessee State University
Board of Trustees

Action Item

MEETING:	Summer Quarterly Board Meeting
DATE:	June 16, 2026
SUBJECT:	**Tenure and Promotion**

BACKGROUND INFORMATION:

The following faculty members have been reviewed for tenure and/or promotion by their department chair/school director, department/school committee, college committee, college dean, provost, and president, as stipulated by MTSU Policies 204 Tenure, 205 Promotion of Tenured and Tenurable Faculty, and their respective college and department policies. The president and provost recommend they be granted tenure and/or promotion effective August 1, 2026.

Faculty Tenure Recommendations for 2026-27

	Name	Department
1	Arbour, Jessica	Biology
2	Bailey, Mandi	Political and Global Affairs
3	Donnelly, Bridget	English
4	Eley, Peter	Teaching, Learning, and Innovation
5	Fergurson, John "Ricky"	Marketing
6	Gibson-Young, Linda	Nursing
7	Gohel, Hardik	Computer Science
8	Hinnenkamp, Jay	Psychology
9	McLeod, Mark	Art and Design
10	Momon, Tiffany	History
11	O'Brien, Keely	Agriculture
12	Oldham, C. Rebecca	Leadership, Development, and Educational Systems
13	Potter, Kristine	Media Arts
14	Rimal, Ramchandra	Mathematical Sciences
15	Rogers, Tiffany	Psychology
16	Rosser, Timothy	Aerospace
17	Rost, James	Leadership, Development, and Educational Systems
18	Rountree, Wendy	English
19	Schoonover, Ciera	Psychology
20	Yang, Xin	Computer Science

Faculty Promotion Recommendations for 2026-27

	Name	Department	Proposed Rank
1	Abernathy, Michele	University Studies	Senior Instructor
2	Abston, Kristie	Management	Professor
3	Allen-Weeks, Melissa	Nursing	Clinical Associate Professor
4	Arbour, Jessica	Biology	Associate Professor
5	Belcher, Donald	Kinesiology and Sports Medicine	Professor
6	Billings, Sandra	Information Systems and Analytics	Senior Instructor
7	Bradley, Susan	Accounting	Master Instructor
8	Brooks, Stoney	Information Systems and Analytics	Professor
9	Brown, Danielle	Biology	Master Instructor
10	Chaney, James	Political and Global Affairs	Professor
11	Detweiler, Eric	English	Professor
12	Donham, Tammy	Recording Industry	Professor
13	Donnelly, Bridget	English	Associate Professor
14	El Kadiri, Racha	Geosciences	Professor
15	Eubanks, Paul	Sociology and Anthropology	Professor
16	Fergurson, John "Ricky"	Marketing	Associate Professor
17	Green, Gloria	Recording Industry	Professor
18	Hidayati, Siti	Biology	Master Instructor
19	Hinnenkamp, Jay	Psychology	Associate Professor
20	Jones, Ryan	Teaching, Learning, and Innovation	Professor
21	Lovett, Jennifer	Mathematical Sciences	Professor
22	Lynn, Alyson Muenzer	English	Master Instructor
23	McLeod, Mark	Art and Design	Professor
24	Miller, Justin	Chemistry	Professor
25	Mueller, Brian	Music	Senior Instructor
26	Nielsen, Jordan	User Services	Professor
27	O'Brien, Keely	Agriculture	Associate Professor
28	Oldham, Cary (Rebecca)	Leadership, Development, and Educational Systems	Associate Professor
29	Potter, Kristine	Media Arts	Associate Professor
30	Rimal, Ramchandra	Mathematical Sciences	Associate Professor
31	Rogers, Tiffany	Psychology	Associate Professor

32	Rost, James	Leadership, Development, and Educational Systems	Associate Professor
33	Schoonover, Ciera	Psychology	Associate Professor
34	Schrodt, Katie	Teaching, Learning, and Innovation	Professor
35	Shanine, Kristen	Management	Professor
36	Shapiro, Aaron	English	Master Instructor
37	Shirley, Sara	Economics and Finance	Professor
38	Stark, Jeffrey	Economics and Finance	Professor
39	Swart, Lisa	History	Master Instructor
40	Terletska, Hanna	Physics and Astronomy	Professor
41	Vickrey, Todd	Nursing	Clinical Associate Professor
42	Weir, Samantha	Leadership, Development, and Educational Systems	Master Instructor
43	Yang, Xin	Computer Science	Associate Professor

Middle Tennessee State University
Board of Trustees

Action Item

MEETING:	Summer Quarterly Board Meeting
DATE:	June 16, 2026
SUBJECT:	**Policy Revision – 204 Tenure**

BACKGROUND INFORMATION:

Recently enacted 2026 Public Acts, Chapter 761 requires the University to distinguish between faculty tenure decisions and disciplinary actions. In compliance, MTSU Policy 204 retains the legislative acknowledgment that academic tenure is an important safeguard for academic freedom and intellectual independence. Consistent with this new legal framework, the proposed revisions to MTSU Policy 204 explain the procedures for disciplining faculty (up to and including termination) for adequate cause related to misconduct and/or unsatisfactory performance. The President or Provost will decide on sanctions for faculty misconduct without any recommendation or vote by another faculty member at the University. The President is also the final arbiter in instances of unsatisfactory performance, with performance assessments provided by the direct and one-up supervisors and the Provost to inform the President's deliberations. Revisions also account for instances where a faculty member pursues an internal University hearing (only available for instances of unsatisfactory performance) or, alternatively, elects the contested hearing provisions of the Uniform Administrative Procedures Act (UAPA) to review a termination or suspension without pay decision.

204 Tenure

Approved by Board of Trustees
Effective Date: June X, 2026
Responsible Division: Academic Affairs
Responsible Office: University Provost
Responsible Officer: University Provost

I. Purpose

This policy establishes criteria and procedures relating to academic tenure at Middle Tennessee State University (MTSU or University).

The criteria listed represent minimum University standards for tenure. College and/or department policies relating to the tenure process must meet the criteria as specified herein, but may exceed and be more specific than University standards. All college and department policies will be reviewed for consistency with this policy by the Provost and approved by the President. Approved college and department policies will be made available online. Materials are submitted using the institution's digital faculty activity software of record, unless the Provost has approved an exception.

II. Definitions

The following general definitions of words and terms used in this policy are subject to further qualification and definition in the subsequent sections of this policy or those of colleges and departments.

A. Academic Tenure. A personnel designation that guarantees holders of continuing employment at the University until such status is abandoned or removed for adequate cause, for financial exigency, or for curricular reasons. Tenure may be awarded only by positive action of the Board of Trustees (Board).

B. Adequate Cause. A basis upon which a faculty member, either with academic tenure or, as required in this policy, a tenure-track appointment, may be terminated. The specific grounds that constitute adequate cause are set forth in Section VIII.

C. Financial Exigency. The Board's formal declaration that the University faces an imminent financial crisis requiring the University to resort to extraordinary means, including the termination of existing and continuing academic and non-academic appointments, to balance the budget.

D. Tenurable Faculty Member. A full-time employee who holds academic rank as assistant professor, associate professor, or professor and is potentially eligible for

tenure. Although full-time non-tenurable faculty appointments are recognized by the University, e.g., temporary, instructor-/coordinator-/clinical-/professional practice-/research-track, "faculty member" in this policy applies only to tenurable faculty positions (assistant professor, associate professor, professor). See Policy 202 Faculty Definition, Roles, Responsibilities, and Appointments Types.

E. Probationary Employment. Period of full-time professional service by tenure-track faculty members before they have been granted tenure. During this time, they are evaluated by the University to determine whether they are making progress toward a recommendation for tenure. Probationary employment provides an opportunity for faculty members to demonstrate their commitment to the University and for the University to determine whether they meet its stated criteria of quality.

F. Tenure Clock. Metaphor used to describe the passage of time during the probationary period, between the date specified in the letter of appointment and the date of the tenure decision.

G. Department. Academic unit (Department or School)

H. Chair. Departmental officer, which includes School Director.

I. Academic Year. The period of time consisting of the Fall and Spring semesters.

J. Teaching. Any activity that fosters and facilitates student learning, including, but not limited to, instruction, student advising and/or mentoring, assessment, and the development of course materials and courseware.

K. Research/Scholarship/Creative Activity. Research/scholarship/creative activity encompasses the studious inquiry, examination, or discovery that contributes to disciplinary and interdisciplinary bodies of knowledge and is disseminated to an appropriate audience. Research/scholarship/creative activity may include, but is not limited to, disciplinary and interdisciplinary activities that focus on the boundaries of knowledge, field-based scholarship, creative activities (e.g., media production, performances, or other artistic creations), the scholarship of teaching and learning, born-digital scholarship (e.g., digital tools, software for teaching and research, websites, public humanities projects, and grant-writing to support such activities).

L. Service. Service encompasses University service, professional service, and public service.

    1. University service refers to work other than teaching and research/scholarship/creative activity done at the department, college,

and/or University level. Participation in University service is expected of every faculty member.

2. Professional service refers to work done for disciplinary professional organizations or for the teaching profession generally.

3. Public service refers to the University's outreach to the community and society, involves sharing professional expertise and should directly support the goals and mission of the University.

M. Rebuttal. A candidate for tenure may add a letter of rebuttal, addressing and providing evidence of errors of fact, within ten (10) business days of the posting date of the letters from the department promotion and tenure committee, Chair, college tenure and promotion committee, and/or the Dean, as recorded by the faculty activity software.

III. Tenure Appointments

A. Tenure appointments are guarantees of continued employment during the academic year subject to abandonment or termination as outlined in Section VIII.

B. Tenure is awarded only to faculty members with tenure-track contracts following the rigorous vetting described below in Section IV. and to faculty and/or administrators who are recommended for tenure when the contract is issued.

C. Tenure resides in the academic departments and recommendations for or against tenure originate with the faculty member's department.

D. In general, candidates for tenure must have earned the doctorate or other specified terminal degree in the faculty member's discipline. The Provost, in consultation with the Dean, Chair, and department faculty, may grant exceptions based upon a candidate's extraordinary professional qualifications.

E. Failure to give timely notice of non-renewal of a tenure-track contract will result in the right of the faculty member to a terminal year of service, not in the awarding of tenure. (See Section VIII. A. 1.)

IV. Tenure Process

A. Tenure is awarded only by positive action of the Board, pursuant to the requirements and procedures of this policy.

B. Tenure-track faculty members in years one, two, four, and five will be evaluated annually by their Chair and department tenure and promotion committee. Copies of

these letters will be uploaded to the faculty activity software for review by the appropriate Dean and the Provost.

C. Tenure-track faculty entering with zero or one year of credit for prior service will receive a pre-tenure review in the third year of their probationary appointment. Pre-tenure review follows the process of tenure review through the department and college levels as outlined in Section V. Tenure-track faculty entering with two or three years of credit for prior service will receive a pre-tenure review in the fourth year of their probationary appointment. Exceptions must be approved by the Provost.

D. Tenure-track faculty members in year six will receive a full tenure review, to include recommendations by the Provost and President to the Board.

E. Candidates choosing to apply for early tenure may forward their candidacy before their sixth year; however, if their application is denied, they may remain at the University for a subsequent academic year, which will be a terminal year.

F. Applicants may withdraw from the tenure review process at any point. In doing so, they forfeit claim to future tenure at MTSU.

V. Procedures for Tenure Recommendations

A. General Guidelines

1. Consideration for tenure originates in the department to which the faculty member has been assigned. Candidates for tenure submit the Outline of Faculty Data (OFD) and other supporting materials detailed below using the University's faculty activity software, unless the Provost has approved an exception.

2. After submission of the OFD, the only materials that may be added to the file are letters from the department committee, Chair, college committee, Dean, and Provost and any rebuttals, due within ten (10) business days of the posting date of the letters of recommendation at each level.

3. Members of department and college tenure and promotion review committees may not make individual recommendations concerning candidates to administrators or other review committees.

4. Each spring semester, the Office of the Provost will issue the dates for faculty review and evaluation for the upcoming academic year; and department and

college committees will be provisionally elected pending the Board's awarding of tenure and promotion.

5. Policy 816 Nepotism will apply to all levels of the tenure process.
6. Qualified Privilege of Academic Confidentiality for Tenure Review Committees
    a. All those serving on committees that make evaluations are expected to observe the highest appropriate standards of confidentiality concerning deliberations. Tenure and promotion review committees have qualified privilege of academic confidentiality against disclosure of individual tenure votes unless evidence casts doubt upon the integrity of the committee. This policy will be interpreted in a manner consistent with the Tennessee Public Records Act, as recorded in T.C.A. § 10-7-101 et seq.
    b. In general, no qualified privilege of academic confidentiality is recognized for proceedings outside of the University. The records created during the tenure process are subject to disclosure pursuant to T.C.A. § 10-7-503 et seq., and information regarding the process may be sought by subpoena or court order.

B. Probationary Employment

1. The probationary period starts on the date specified in the letter of appointment.
2. The probationary period of six (6) years may include credit for prior service. Credit toward completion of the probationary period may, at the discretion of the Provost, be given for a maximum of three (3) years of previous full-time service at colleges, universities, or institutes provided that the prior service is relevant to the University's needs and criteria. Any credit for prior service must be confirmed in writing in the appointment letter.
3. A period of approved leave of absence will be excluded from the requisite period for completion of the probationary period unless the President specified in writing prior to the leave of absence that it will be included in the probationary period. Leaves of absence may not be granted retroactively. During the probationary period, a faculty member may apply for a maximum of two (2) extensions in one (1) year increments.

4. Faculty members in a tenure-track appointment may request to stop the tenure clock during their probationary period when circumstances interrupt normal progress toward building a case for tenure. Only the President, with the recommendation of the Chair, Dean, and Provost, may grant a request to stop the tenure clock. Faculty members may request to stop the tenure clock for one (1) year if they demonstrate circumstances warranting such interruption. Examples may include personal or family situations requiring time, energy, or attention normally directed to faculty duties and professional development, such as childbirth or adoption, care of dependents, medical conditions or obligations, physical disasters or disruptions, or similar circumstances that require a fundamental alteration of one's professional life. Once approved, the stop-the-tenure clock year is not counted in the probationary period.

5. A faculty member who is appointed to an administrative position prior to a tenure award remains eligible for tenure. They must qualify for tenure under department, college, and University guidelines. The time (or prorated portion of time) spent in the administrative position may be credited toward completion of the probationary period.

6. If a faculty member is serving a probationary period in a department and is subsequently transferred to another department, the faculty member may, with the approval of the Provost, elect to begin a new probationary period on the date of the transfer. If they do not so elect (and confirm in writing to the Provost), time spent in the first appointment will count toward establishing the probationary period.

7. Faculty members whose tenure-track appointments begin in January may negotiate at the time of hire whether the spring semester is included in their probationary period, subject to approval by the Dean and Provost.

8. Tenure-track faculty in their sixth year must submit the completed tenure application in accordance with the established calendar unless otherwise stipulated in the employment contract or the tenure clock has been stopped. A faculty member who fails to apply for tenure by the prescribed date will automatically be denied tenure.

C. Department Review

1. All departments will use approved policies that cover the structure, annual election of committee members, and operating procedures of the

department tenure and promotion review committee. A copy of these policies will be available online. At a minimum, these policies will include the following:

a. Committee members must be tenured;

b. All full-time tenured and tenure-track faculty members in the department may vote on committee membership;

c. Non-tenure-track faculty may not vote on committee membership;

d. Candidates for tenure and the Chair may not be members;

e. A committee chair will be elected by the members of the committee;

f. Academic rank requirements for committee membership must be stated in department tenure and promotion policy.

   If the staffing requirements described in the department policy cannot be met (as in the case of an inadequate number of tenured faculty or of specified academic rank), an alternate committee composition may be proposed by the department subject to approval by the Dean and Provost prior to review of the candidate application(s).

g. The review process for tenure recommendations at the department level consists of separate and independent considerations by the department tenure and promotion review committee and the Chair.

    a. The department tenure and promotion review committee considers each candidate's qualifications for tenure using the approved department, college, and University criteria and shares their recommendation with the Chair.

    b. The Chair considers each candidate's qualifications for tenure using the approved department, college, and University criteria and shares their recommendation with the department tenure and promotion committee.

       If the two recommendations differ, the Chair and committee will meet to discuss, later submitting independent recommendations to award or deny tenure, copying the candidate.

D. College Review

1. All colleges will use approved policies that cover the structure, election of members to terms of three (3) years, and the operating procedures for the college tenure and promotion review committee. A copy of these policies will be available online. At a minimum, these policies will include the following:

    a. Colleges with six (6) or more departments will elect one (1) faculty member from each department to the committee; colleges with five (5) or fewer will elect two (2) faculty members from each department to the committee. (To provide for committee rotation, those tenured faculty elected to serve on the first college tenure and promotion review committee will draw numbers to determine whether they serve for periods of one (1), two (2), or three (3) years; one-third of the members will rotate off the committee each year.)

    b. Committee members must be tenured;

    c. All full-time tenured and tenure-track faculty members in the department may vote on committee membership;

    d. Non-tenure-track faculty may not vote on committee membership;

    e. Chairs may not be members;

    f. A committee chair will be elected annually by the members of the committee;

    g. Each college's policy must state rank requirements for faculty members serving on the college committee.

    If staffing requirements described in the college policy cannot be met (as in the case of an inadequate number of tenured faculty or of a specified academic rank in a department), an alternate committee composition may be proposed subject to approval by the Provost and Faculty Senate president prior to review of the candidate applications.

    Each Dean will provide the Faculty Senate president with the names of those elected to the college tenure and promotion review committee according to the timetable specified in the Tenure and Promotion Calendar. The Faculty Senate president, in consultation with the Faculty Senate Steering Committee, may appoint up to two

(2) additional faculty members to each college tenure and promotion review committee to ensure diversity and appropriate representation.

2. The review process for tenure recommendations at the college level consists of separate and independent considerations by the college tenure and promotion review committee and the Dean.

    a. Upon receipt of the recommendations and other materials from the department tenure and promotion review committee and Chair, the college tenure and promotion review committee will consider each candidate's qualifications for tenure using the approved department, college, and University criteria. Following its review, the college committee shares their recommendation with the Dean.

    b. The Dean considers each candidate's qualifications for tenure using the approved department, college, and University criteria and shares their recommendation with the college tenure and promotion committee.

    If the two recommendations differ, the Dean and committee will meet to discuss, later submitting independent recommendations to award or deny tenure, copying the candidate.

E. Provost's Review

1. The Provost considers each candidate's qualifications using approved department, college, and University criteria; reviews the recommendations of the department tenure and promotion review committees, the Chair, college tenure and promotion review committees, and Dean; and forwards all materials, along with their recommendation to the President, copying the Dean, Chair, and faculty member.

2. The appeals process, outlined in Policy 206 Tenure and Promotion Appeals, may begin after the Provost has notified the candidate of their recommendation. The President's letter with the tenure recommendation will be sent after the appeals process is completed.

F. President's Review

The President considers each candidate's qualifications using approved department, college, and University criteria; reviews the recommendations of Chair, department tenure and promotion review committee, college tenure and promotion

review committee, Dean, and Provost for each candidate; and makes recommendations to the Board. The President will notify candidates, Chairs, Deans, and Provost of their recommendations. When notified of official action by the Board, the President will provide written confirmation of the Board's award of tenure to the candidates, Chairs, Deans, and Provost.

VI. Criteria to Be Considered in Tenure Recommendations

A. General Tenure Criteria

1. Faculty members being considered for tenure must demonstrate commitment to the goals of MTSU. As institutional citizens, they will adhere to high ethical standards.

2. Candidates will be evaluated with respect to their performance in (a) teaching, (b) research/scholarship/creative activity, and (c) service. They must demonstrate high-quality performance in teaching, high-quality performance in either research/scholarship/creative activity or service, and quality performance in the remaining area. College and department criteria, however, may require high-quality performance in both teaching and research/scholarship/creative activity, in which case those requirements will supersede the University's requirements.

3. In all categories of evaluation, documentation of quality as evaluated by peers will be stressed over quantity. Within the context of teaching, research/scholarship/creative activity, and service, the faculty member must demonstrate willingness to support the mission and goals of the department, the college, and University.

B. Outline of Faculty Data and Supporting Materials

Candidates for tenure will submit their OFD (including Workload Part A) and all appropriate materials to support activities in teaching, research/scholarship/creative activity, and service.

C. Teaching

Because effective teaching is an essential qualification for tenure, tenure should not be granted in the absence of clear evidence of a candidate's teaching ability and potential for continued development.

1. Candidates for tenure must demonstrate high-quality performance in teaching. Departments may assign varying degrees of significance to the following activities:
    a. Performance in teaching as evaluated by students and peers;
    b. Performance in advising and mentoring;
    c. Performance in assessment activities;
    d. Improvement of their own courses and the larger curriculum;
    e. Effectiveness in teaching methods, including efforts to improve pedagogy;
    f. Supervision of specialized instructional activities (student research/scholarship/creative activity, service learning, experiential learning, thesis and dissertation direction, internships, student teaching, etc.);
    g. Honors received and recognition for teaching;
    h. Internal and external funding for instructional activities;
    i. Contributions to teaching, e.g., textbooks, articles, workshops, presentations, instructional technology resources.
2. Documentation
    a. Supporting materials will include the candidate's summary of activities and accomplishments in teaching, syllabi for each unique course, evidence of evaluation by faculty peers, and the one-page quantitative summaries of student evaluations for each course section evaluated during the probationary period.
    b. Other supporting materials may include selected course documents, assessment materials and reports, grant proposals, additional student input, results of alumni surveys and/or student exit interviews, and textbooks or published contributions to pedagogy.

D. Research/Scholarship/Creative Activity

1. To be awarded tenure, candidates must present evidence of, at minimum, quality research/scholarship/creative activity. Departments and/or colleges

may assign varying degrees of significance to the following activities, based upon their policies:

a. Participation in research/scholarship/creative activity, which may include collaboration with undergraduate and/or graduate students.

b. Submission of internal and external funding proposals for research/scholarship/creative activity.

2. Documentation

    a. Summary of activities and accomplishments in Research/Scholarship/Creative Activity.

    b. Supporting materials may include, but will not be limited to, the following:

        1. Reputable, high-quality peer-reviewed publications, including articles, monographs, books, electronic media, and other published works, as well as juried and/or peer-reviewed born-digital scholarly objects. Non-peer-reviewed publications may be submitted and will be evaluated accordingly.

        2. Funded external or internal grants, with weight given to grants from external agencies and organizations;

        3. Written reviews and evaluations by qualified peers of performances, compositions, and other creative activities;

        4. Published programs or reviews of public performance or public display;

        5. Presentations to one's professional peers at regional, national, or international meetings/conferences;

        6. The scholarship of teaching and learning (SOTL), including textbooks, educational articles, instructional technology resources, and innovative contributions to teaching;

        7. Unfunded proposals for external grants, where the documentation supports the quality of the proposal.

    c. Documentation must be included to support a designation of accepted and/or in press.

E. Service

1. To be tenured, candidates must demonstrate, at minimum, quality service. Departments and/or colleges may assign varying degrees of significance to the following activities based upon their policies:

    a. University service refers to work other than teaching and research/scholarship/creative activity performed at the department, college, and/or University level. University service includes, but is not limited to, meaningful participation on department, college, and University committees. University service also includes taking a role in shared governance, such as service as a Faculty Senator, on a specially appointed task force, and/or on a University search committee. It also includes activities that contribute to the professional development of faculty, as well as to the recruitment, retention, progression, graduation, and post-graduation career placement of students.

    b. Professional service refers to the work done for disciplinary professional organizations or for the teaching profession generally. Service to the profession includes, but is not limited to, association leadership, accreditation review, journal editorship, article/manuscript/grant proposal review, guest lecturing on other campuses, and other appropriate activities. Examples of significant service would be that done by an officer of a professional organization or a member of the editorial staff of a journal.

    c. Public service, the University's outreach to the community and society, involves sharing professional expertise and should directly support the goals and mission of the University.

2. Documentation

    a. Summary of activities and accomplishments in service.

    b. Supporting materials may include, but will not be limited to, the following:

        1. An evaluation of the effectiveness of the candidate's service, as judged by its impact. This should include indices of the success of the service activities, in terms of improvement of communities, programs, operating agencies, production

processes, or management practices; of satisfaction with the service provided by the candidate; and of the magnitude and complexity of the work.

2. An external appraisal of the candidate's local, regional, national, and/or international stature.

3. Evidence of submission of applications seeking internal and external funding for service activities, funded internal and external grants, and University submitted proposals.

VII. Expedited Tenure Review

The University may find it necessary to expedite tenure review in order to recruit high-quality faculty for administrative positions. Departmental input regarding tenure for an administrator is necessary since tenure is awarded in a specific department.

The request for expedited tenure review for candidates who have been selected as finalists will originate with the search committee. The Chair and the department tenure and promotion review committees for the finalists will review application materials and make a recommendation to the college committee and dean within 10 business days of the search committee's request. The dean will forward these recommendations along with their own recommendation and the recommendation of the college committee to the Provost before a contract offer discussing tenure may be extended to a candidate. Following the completion of these steps, the President will request approval for tenure from the Board as soon as possible. The candidate will be notified of the results after the Board vote.

VIII. Changes in Tenure/Tenure-Track Status

A. Negative evaluations of tenure-track faculty

1. A negative annual evaluation for tenure-track faculty in years 1 and 2 of their service requires the President to notify them by April 15 that they will not receive a contract for the next academic year. If the year 3 pre-tenure review, the annual evaluation in years 4 or 5, or tenure review is negative, these faculty receive notification by May 30 from the President that the subsequent academic year will be their terminal year. Their employment will end on the Monday following Spring Commencement of the following academic year. A faculty member's rights in such instances where timely notice is not given are described in Section III.E.

2. Notice of non-renewal, a negative pre-tenure review, or a negative tenure review will be provided via email to the faculty member's MTSU email

address and a hard copy will be provided by one of the following: (1) personal delivery by the faculty member's Chair, (2) certified mail, return receipt requested, postage prepaid, or (3) overnight courier. Any notification or document sent as specified above will be effective on the date that it is sent via any of the means set forth above.

3. Tenure-track faculty members will not be terminated during the contract year except for adequate cause. See Section VIII.G. below.
4. Non-renewal of a tenure-track faculty appointment is not subject to appeal to the Board except as provided in Policy 206 Tenure and Promotion Appeals.

B. Transfer of Tenure

Faculty members tenured in a department who are transferred to another department will retain tenure. In no instance must the faculty member abandon tenure as a condition of the transfer.

C. Abandonment or Expiration of Tenure

1. A faculty member abandons or waives their right to tenure if one of the following occurs. Notwithstanding the above, tenure is not abandoned during periods of approved leaves of absence or during administrative assignments at the University.
    a. They resign from the University.
    b. They fail to report for service on the first day of classes of any academic term without notice. Such failure to report will be deemed to be a resignation unless the Provost believes that the faculty member has shown good cause for such failure to report.
    c. They are absent from work without approved leave for five consecutive days. Such absences will be deemed a resignation unless the Provost believes that the faculty member has shown good cause for such absence.
2. Expiration of Tenure. Tenure will expire in the event of the permanent physical or mental inability of a faculty member as established by an appropriate medical authority, to continue to perform their assigned duties.

D. Termination of Tenure for Reasons of Financial Exigency

A tenured faculty member may be terminated as a result of financial exigency subject to declaration by the Board that such financial conditions exist. Personnel recommendations (including those pertaining to tenured faculty) resulting from a declaration of financial exigency will comply with Policy 40 Financial Exigency; also see definition of financial exigency in Section II.

E. Termination of Tenure for Curricular Reasons

A tenured faculty member's employment may be terminated when an academic program is deleted from the curriculum by the Board as a result of decreased student enrollment in the field or discipline, thus reducing the requirement to employ qualified faculty in the field. Substantive and continuing reduction of student enrollment is measured over a period of at least three (3) years and results in a faculty-student ratio that cannot be warranted in the opinion of the President.

Before terminating a program for curricular reasons, the President will present a written report of the curricular reasons warranting the termination of tenured faculty to the Faculty Senate. The Faculty Senate will have the opportunity to respond in writing before any action is initiated. Such drastic proposed reductions in faculty must be substantially greater than any shifts in staffing that are accommodated annually to address shifting enrollment patterns.

F. Procedures for Termination of Tenure for Curricular Reasons

Before terminating tenured faculty, the President shall not rehire part-time, temporary, promotable track, and tenure-track faculty.

1. After determining that curricular reasons warrant termination of tenured faculty, the President will consult with the Chairs and Deans of affected departments to understand which terminations would least jeopardize their programs. This assessment will drive the President's decisions regarding faculty termination. The President will also consider overall staffing patterns at the University and at peer institutions.

   While it is within the President's purview to make exceptions, the following considerations should guide the President in determining the order of faculty reductions:

   a. Among tenured faculty, those with higher rank should have priority in retaining their positions over those with lower rank;

b. Among tenured faculty of comparable rank, those with appropriate terminal academic degrees should have priority in retaining their positions over those without appropriate terminal degrees;

c. Among tenured faculty of comparable rank and degrees, those with more seniority at the University should have priority in retaining their positions over those with less seniority.

The President will furnish each faculty member to be terminated with a written statement of reasons for the termination and how the decision to terminate was reached. The statement will also indicate that the faculty member may respond in writing to state objections to the decision.

When a tenured faculty member is to be terminated for curricular reasons, the President will make every possible effort to reassign the tenured faculty member to an existing vacant position for which they are qualified. If the President believes that relocation within the University is possible, the University is obliged to make a significant effort to relocate the faculty member, including the bearing of reasonable retraining costs. The final decision to relocate is within the President's discretion.

2. If a faculty member to be terminated objects to the President's statement and requests a review, the President will appoint a faculty committee of a minimum of five (5) tenured faculty members from a slate of ten (10) tenured faculty members proposed by the Faculty Senate. The committee will conduct a review hearing and report its findings and recommendations to the President, who makes a decision and informs the faculty member(s) in writing of the decision.

3. The President's decision to terminate a tenured faculty member for curricular reasons is subject to appeal to the Board only as provided in Policy 60 Appeals and Appearances before the Board.

4. When a tenured faculty member is terminated for curricular reasons, the position will not be filled by a new hire with the same fields of specialization for a period of at least three years unless the faculty member has been offered in writing reappointment to the position at the previous rank and with

tenure, and at the previous or higher salary if raises have been awarded during the period of unemployment.

G. Termination for Adequate Cause

If the University determines that the faculty member's presence on campus during the disciplinary process poses a danger to persons or property or a threat to the academic or operational processes of the University, the faculty member may be reassigned or suspended.

If the University determines that it is in the institution's best interest to reassign a faculty member pending resolution of the disciplinary process, the University may reassign a faculty member to responsibilities for which they are qualified.

Faculty members and administrators will avoid public discussion of disciplinary proceedings until they are complete. Failure to do so may result in disciplinary action.

Pursuant to T.C.A. §§ 49-8-301(b)(3) and 49-8-302, a tenured or tenure-track faculty member may be terminated for adequate cause. Adequate cause includes ~~the following:~~ *misconduct* and/or *unsatisfactory performance*.

~~1. Incompetence or dishonesty in teaching or research;~~

~~2. Willful failure to perform the duties and responsibilities for which the faculty member was employed or refusal or continued failure to comply with the policies of the University, or to carry out specific assignments, when such policies or assignments are reasonable and non-discriminatory;~~

~~3. Conviction of a felony or a crime involving moral turpitude;~~

~~4. Improper use of narcotics or intoxicants that substantially impairs the faculty member's fulfillment of departmental and institutional duties and responsibilities;~~

~~5. Capricious disregard of accepted standards of professional conduct;~~

~~6. Falsification of information on an employment application or other information concerning qualifications for a position; and/or~~

~~7. Failure to maintain the level of professional excellence and ability demonstrated by other members of the faculty in the department of the University.~~

1. Misconduct includes, but is not limited to, the following and similar types of misconduct:

    a. Failure, refusal, and/or persistent neglect to comply with University policies, procedures, rules, or other regulations;

    b. Capricious disregard of accepted standards of professional conduct;

    c. Conduct that adversely affects University's ability to operate;

    d. Any conduct directly related to the fitness of the faculty to perform the duties and responsibilities for which the faculty member was employed, or failure to carry out specific assignments when such assignments are reasonable and non-discriminatory;

    e. Admission of guilt or conviction of a felony or a non-felony involving moral turpitude and/or related to fitness for institutional duties;

    f. Improper use of narcotics or intoxicants that substantially impairs the faculty member's fulfillment of departmental and institutional duties and responsibilities;

    g. Theft or misappropriation of University funds, property, services, or other resources; and/or

    h. Falsification of information on an employment application or other information concerning qualifications for a position.

2. Unsatisfactory performance includes, but is not limited to, the following and similar performance-related issues:

    a. Persistent failure to demonstrate professional competence in teaching, research, creative activities, and/or service;

    b. Persistent failure to satisfactorily perform the assigned duties for a tenure-track or tenured faculty member, including failure to meet or exceed the required elements of a performance improvement plan;

    c. Dishonesty or other serious violation of professional ethics or responsibility in teaching, research, creative activities, or service, or in interactions with students, employees, and/or members of the University community; and/or

    d. Prolonged or frequent absence from duties without appropriate approvals and/or authorized leave.

H. Procedures for Termination for Adequate Cause

1. Except for announcements such as those concerning scheduling of proceedings, public discussions about such proceedings by either the faculty member or administrators will be avoided pending completion of this process.

2. Termination for adequate cause may be initiated upon a recommendation by the Provost to the President or a decision by the President.

3. If the University determines that the faculty member's presence on campus during the termination process poses a danger to persons or property or a threat to the academic or operational processes of the University, the faculty member may be reassigned or suspended.

    a. If the University determines that it is in the institution's best interest to reassign a faculty member pending resolution of the termination for adequate cause process, the University may reassign a faculty member to responsibilities for which they are qualified.

    b. If the faculty member is suspended, they may contest the suspension and be provided the opportunity for a hearing within five (5) days of being notified of the suspension, at which time the faculty member may cross-examine witnesses testifying against him/her, present witnesses on their behalf, and be represented by an attorney.

4. In advance of forming a Termination Hearing Committee (Committee), appropriate administrators will meet with the faculty member to attempt to reach a mutually acceptable resolution of the problems giving rise to the proposed termination proceedings. If a solution is reached, the proceedings end. If a resolution is not reached, the faculty member will be given a statement of the specific charges that constitute grounds for termination and a notice of hearing specifying the time, date, and place. The statement and notice must be provided at least twenty (20) days prior to the hearing. The faculty member will respond to the charges in writing at least five (5) days prior to the hearing. The faculty member may accept the charges and agree not to contest the termination by waiving the hearing in writing.

5. A Committee of tenured faculty will be appointed to determine if adequate cause for termination exists. Nominations for service on this Committee are provided to the President by the Faculty Senate, with one tenured faculty

~~member at the rank of professor representing each of the following colleges: Basic and Applied Sciences, Behavioral and Health Sciences, Business, Education, Liberal Arts, Library, Media and Entertainment, and University College. Members deeming themselves disqualified for bias or interest will remove themselves from the case, either at the request of a party or on their own initiative. Members of the Committee will not discuss the case outside Committee deliberations and will report any ex-parte communication pertaining to the hearing to the President, who will notify all parties of the communication.~~

~~6. The Committee will elect a chair to direct the proceedings and rule on procedural matters, including the granting of reasonable extensions of time at the request of any party and upon the showing of good cause for the extension.~~

~~7. The Office of University Counsel will represent the University in the hearing.~~

~~8. The chair of the Committee may in their discretion require a joint pre-hearing conference with the parties, either in person or by a conference telephone call or videoconference. The pre-hearing conference may include:~~

~~a. Notification as to procedure for conduct of the hearing;~~

~~b. Exchange of witness lists, documentary evidence, and affidavits;~~

~~c. Definition and clarification of issues;~~

~~d. Stipulations of fact; and~~

~~e. Any other appropriate preliminary matters.~~

~~A written memorandum of the pre-hearing conference will be prepared and provided to each party.~~

~~9. A hearing will be conducted by the Committee to determine whether adequate cause for termination exists, as defined above. The hearing will be conducted according to the procedures below and will not be open to the public.~~

~~a. During the hearing, the faculty member may be accompanied by a University employee and may be represented by legal counsel of his/her choice.~~

b. A verbatim record of the hearing will be taken, and a written copy will be made available to the faculty member upon request.

c. The burden of proof of adequate cause rests with the University and will be satisfied only by clear and convincing evidence in the record considered as a whole.

d. The faculty member will be afforded an opportunity to obtain necessary witnesses and documentary or other evidence. The administration will cooperate with the Committee in making every effort to secure witnesses and make available documentary and other evidence.

e. The faculty member and the University will have the right to confront and cross-examine all witnesses. Where the Committee determines that the interests of justice require admission of statements of witnesses who cannot or will not appear, the Committee will identify the witnesses, disclose their statements, and, if possible, provide for interrogatories. An affidavit may be submitted in lieu of the personal appearance of a witness, if the party offering the affidavit has provided a copy to the opposing party at least ten (10) days prior to the hearing and the opposing party has not objected to the admission of the affidavit in writing within seven (7) days after delivery of the affidavit, or if the Committee chair determines that the admission of the affidavit is necessary to ensure a just and fair recommendation.

f. In a hearing on charges of incompetence, the testimony will include that of qualified faculty members from the University and/or other universities.

g. The Committee will not be bound by strict rules of legal evidence and may admit any evidence of probative value in determining the issues involved. Every possible effort will be made to obtain the most reliable evidence available.

h. The Committee will issue a written report to the President (Committee report) and the faculty member. The Committee report will specify findings of fact based solely on the hearing record, including applicable policy, and will state whether the Committee has determined that adequate cause for termination exists and, if so, the

~~specific grounds for termination. In addition, the Committee may recommend action other than dismissal.~~

10 ~~After considering the Committee's report, the record, and any documentary evidence introduced at the hearing, the President may consult with the faculty member prior to issuing a final decision. If the President's and the Committee's decisions differ, the President will issue a written statement explaining the decision.~~

11 ~~If the faculty member is terminated or suspended as a result of the President's decision, the faculty member may have grounds to appeal to the Board pursuant to Policy 60 Appeals and Appearances before the Board.~~

~~Note: The definition of tenure (II: A) became effective January 1, 1984. That definition applied only to faculty tenured subsequent to the effective date. For faculty members tenured before January 1, 1984, the applicable definition of tenure will be: "a status pursuant to which the academic year appointments of full-time faculty who have been awarded tenure are continued at a University until the expiration or relinquishment of that status, subject to termination for adequate cause, for financial exigency, or for curricular reasons (see policy adopted June 25, 1976)."~~

H. Disciplinary Procedures for Misconduct

1. The following procedures apply to disciplinary actions involving a tenured or tenure-track faculty member for misconduct. The procedures in this section will also apply if there is adequate cause based on both misconduct *and* unsatisfactory performance.

2. The President or Provost may impose disciplinary sanctions (including, but not limited to, verbal or written reprimand, probation, suspension with or without pay, or termination) on any tenured or tenure-track faculty member who violates institutional policies or professional standards of conduct, as defined above.

3. Disciplinary action for misconduct may be initiated by the President or upon a recommendation by the Provost to the President.

4. In disciplinary proceedings, the University will ensure faculty due process, including the right to written notice of the grounds for disciplinary action and an opportunity to be heard by the President and/or Provost.

a. When the President, in consultation with the Provost, believes that conduct warrants disciplinary action, notice will be provided via email to the faculty member's MTSU email. The notification will include the grounds for the proposed disciplinary action, including a summary of the allegations and details of the alleged misconduct.

b. The University will also provide the faculty member the opportunity to meet with the President and/or Provost regarding the misconduct allegations. The faculty member may respond in writing instead of, or in addition to, attending this meeting, but any written response must be delivered via MTSU email to the President and Provost within five (5) business days of the notification of alleged misconduct.

c. The meeting will be held within ten (10) business days of the notification of alleged misconduct, although the President or Provost may extend this period if they believe that there is a satisfactory reason to do so. The meeting may take place via videoconference if the faculty member and the President and/or Provost agree.

5. Following the meeting with the faculty member, the President and/or Provost will render a decision based on the nature, severity, and/or impact of the misconduct. Prior to rendering a decision, the President and/or Provost may consult with the faculty member again, if desired.

6. If the President or Provost concludes that termination for misconduct is justified, the University will provide written notice of termination within ten (10) business days of meeting with the faculty member. Notice will be provided via email to the faculty member's MTSU email address, and a hard copy will be provided by one of the following: (1) personal delivery by the faculty member's chair/director, (2) certified mail, return receipt requested, postage prepaid, or (3) overnight courier. Any notification or document sent as specified above will be effective on the date that it is sent via any of the means set forth above. Written notice will include the grounds for termination, the date that the termination will become effective, and the faculty member's right to contest the decision.

    a. All termination and/or suspension decisions for misconduct must be made by the President and/or Provost without any recommendation or vote by another faculty member at the University.

7. If the President or Provost concludes, following a meeting with the faculty member, that adequate cause for misconduct exists, but that disciplinary sanctions other than termination are appropriate, the University may impose the lesser sanction. The University will provide written notice of sanctions within ten (10) business days of meeting with the faculty member. Notice will be provided via email to the faculty member's MTSU email address, and a hard copy will be provided by one of the following: (1) personal delivery by the faculty member's chair/director, (2) certified mail, return receipt requested, postage prepaid, or (3) overnight courier. Any notification or document sent as specified above will be effective on the date that it is sent via any of the means set forth above.

8. The University and faculty member may also agree on a negotiated solution at any time in the process above.

9. Contesting Termination and/or Suspension Without Pay

    a. If a disciplinary decision based on misconduct includes termination or suspension without pay, the faculty member shall have ten (10) business days from the effective date of termination or suspension to file a written request with the Office of the President for a contested case proceeding pursuant to MTSU Policy 110 Cases Heard Pursuant to the Uniform Administrative Procedures Act. A faculty member who does not request a contested case by the ten (10) business day deadline waives the right to a contested case hearing. A faculty member may also submit a waiver in writing.

    b. If at the conclusion of a contested case, the outcome is favorable to the faculty member and a conclusion is reached that the faculty member should not have been terminated for misconduct and/or the faculty member should not have been suspended without pay, then to the extent permitted by law, the University shall provide lost salary and benefits, if any, and restore the faculty member's employment position, including tenure, if applicable.

I. Disciplinary Procedures for Unsatisfactory Performance

1. The following procedures apply to disciplinary actions involving a tenured or tenure-track faculty member for unsatisfactory performance.

2. Corrective measures prior to disciplinary action for unsatisfactory performance should originate within the academic unit (i.e., program, department/school, and college). Corrective action addressing unsatisfactory performance should begin with a verbal or written reprimand

and may include unsatisfactory annual evaluations and/or performance-improvement plans that describe deficiencies and barriers to satisfactory performance, along with proposed corrective actions to address them.

3. If a faculty member fails to satisfactorily perform assigned duties as described in Section VIII.G.2, disciplinary action may be initiated by the President or upon a recommendation by the Provost to the President, typically following a request from unit-level leadership (e.g., the department chair or school director) and/or the dean of the college in which the department/school is housed. When applicable, this request will take the form of an official memorandum to the President and Provost, outlining the request to initiate disciplinary proceedings, a summary of the documentary evidence supporting the request, and a summary of corrective actions implemented thus far.

    a. The University may impose sanctions (including, but not limited to, verbal or written reprimand, probation, suspension with or without pay, or termination) on any tenured faculty member who fails to meet performance expectations consistent with the assigned duties of a tenure-track or tenured faculty member, in accordance with the procedures below.

4. Department Chair (or School Director) Assessment

    a. Once disciplinary procedures are initiated by the President and/or Provost, the department chair (or school director) will consider the faculty member's performance in teaching, research, and service. The chair/director will then assess whether the faculty member's performance constitutes adequate cause for termination based on unsatisfactory performance, as outlined in Section VIII.G.2.

    b. The chair/director will forward (via MTSU email) their written assessment in a letter to the college dean within ten (10) business days of notification from the President and/or Provost, along with a chronological record of demonstrated efforts to encourage the faculty member to elevate their performance to satisfactory levels. The chair/director assessment will be advisory only.

5. Dean's Assessment

    a. The dean will consider the faculty member's performance in teaching, research, and service, along with the department chair's (or school director's) assessment. The dean will then assess whether the faculty

member's performance constitutes adequate cause for termination based on unsatisfactory performance, as outlined in Section VIII.G.2.

b. The dean will forward (via MTSU email) their written assessment in a letter to the Provost within ten (10) business days of receipt of the letter from the chair/director, along with a chronological record of demonstrated efforts to encourage the faculty member to elevate their performance to satisfactory levels. The dean will also include the letter from the chair/director assessing whether the faculty member's performance constitutes adequate cause for termination based on unsatisfactory performance. The dean's assessment will be advisory only.

6. Provost's Review & Decision

a. The Provost will consider the faculty member's performance in teaching, research, and service, along with the assessments from the department chair (or school director) and the college dean. The Provost will then decide whether the faculty member's performance constitutes adequate cause for termination based on unsatisfactory performance, as outlined in Section VIII.G.2.

b. If the Provost concludes that adequate cause based on unsatisfactory performance exists, the Provost will call the faculty member to a meeting (via MTSU email) to discuss the possibility of a mutually satisfactory resolution within ten (10) business days of the college dean's submission.

c. If the Provost concludes that adequate cause based on unsatisfactory performance does not exist, then the Provost will provide the faculty member with written notice of the conclusion (via MTSU email, with a copy to the dean and chair/director) within ten (10) business days of the college dean's submission. The notice will also include any further instructions pertaining to the matter.

d. If, after considering information provided by the faculty member and after consulting with the President, the Provost concludes that adequate cause exists but that a sanction other than termination or suspension without pay should be imposed, then the Provost may impose the lesser sanction and notify the faculty member (via MTSU email) within ten (10) business days of the college dean's submission. The faculty member may appeal the lesser sanction to the President via MTSU email within five (5) business days, and the President's decision shall be final.

7. Sanctions of Termination or Suspension Without Pay

    a. If, after considering information provided by the faculty member and after consulting with the President, the Provost concludes that adequate cause exists and that the sanction should be termination or suspension without pay, then the Provost will provide written notice to the faculty member within ten (10) business days of the college dean's submission. Notice will be provided via email to the faculty member's MTSU email address, and a hard copy will be provided by one of the following: (1) personal delivery by the faculty member's chair/director, (2) certified mail, return receipt requested, postage prepaid, or (3) overnight courier. Any notification or document sent as specified above will be effective on the date that it is sent via any of the means set forth above.

        Written notice will include:

        i. The grounds for termination (or suspension) and a date on which the termination/suspension will become effective.

        ii. Information pertaining to the faculty member's right to contest the termination/suspension before a Termination Hearing Committee (as described below) or in a post-termination contested case proceeding pursuant to MTSU Policy 110 Cases Heard Pursuant to the Uniform Administrative Procedures Act.

        iii. A deadline of five (5) business days from receipt of the written notice to elect in writing to contest the termination/suspension and to state in writing the preferred hearing type (via MTSU email to the Provost).

    b. If the faculty member does not contest the charge(s) in writing and select the preferred hearing type within five (5) business days after receipt of written notice, the faculty member shall be subject to termination or suspension without pay, and no appeal of the matter is permitted within the University. Selection of one hearing type will waive the faculty member's right to the other.

8. Termination Hearing Procedures

    a. If the faculty member elects to contest the termination or suspension before a Termination Hearing Committee, the President will appoint a

committee of tenured faculty to determine if termination or suspension based on unsatisfactory performance is appropriate.

i. The Faculty Senate President will provide tenured faculty nominations for this Committee to the President, with one tenured faculty member at the rank of Professor representing each of the following colleges: Basic and Applied Sciences, Behavioral and Health Sciences, Jones College of Business, Education, Liberal Arts, Library, Borchetta College of Media and Entertainment, and University College.

ii. If the President finds nominations unsuitable, then the President, in consultation with the Provost, shall provide a list of approved, eligible faculty to the Faculty Senate President, who must select from the provided list within five (5) business days. If no selection is made, the President will proceed with appointing the committee of tenured faculty.

iii. Members deeming themselves disqualified for bias or interest will remove themselves from the case, either at the request of a party or on their own initiative.

b. The Committee will elect a chair to direct the proceedings. The Committee chair will provide the faculty member with written notice (via MTSU email) of a hearing date, time, and place (including the grounds for the proposed termination/suspension and a summary of the allegations related to unsatisfactory performance) at least fifteen (15) business days in advance of the hearing date. The faculty member may waive the right to a live hearing within five (5) days of the notification and instead, rely on the Committee's determination based on written evidence and argument.

i. The faculty member may provide documents, affidavits, and/or other written/electronic evidence no later than five (5) business days in advance of the hearing date. The faculty member will also be permitted to explain their own case in discussion with the Committee throughout the hearing.

ii. The faculty member may accept the charges and agree not to contest the termination at any time.

iii. No witnesses are permitted at the hearing, but the Committee may require the appropriate dean, chair, or other faculty member to attend the hearing and respond to questions. For

charges of incompetence, the Committee will make every effort to summon one or more qualified faculty members. The faculty member and other hearing attendees are not permitted to cross-examine one another.

iv. The Committee will not be bound by the rules of civil procedure or evidence and will make its recommendation to the President (as described below) following a fair and impartial hearing. The burden of proof will be a preponderance, or greater weight, of the evidence.

v. The Committee will submit a written report to the President and the faculty member, explaining its recommendation based on the hearing's findings, including applicable policy. The report will state whether the Committee has determined that adequate cause for termination or suspension exists and, if so, the specific grounds. The Committee may recommend action other than termination or suspension.

c. After considering the Committee's report and any evidence introduced at the hearing, the President may consult with the faculty member and/or Provost prior to issuing a final decision. If the President's and the Committee's decisions differ, the President will issue a written statement to the faculty member, Committee, and Provost, explaining the decision.

d. Members of the Committee will not discuss the case outside Committee deliberations and will report any *ex parte* communication pertaining to the hearing to the President, who will notify all parties of the communication. Discussion of the case outside of Committee deliberations or failure to report *ex parte* communications may result in disciplinary action.

Revisions: ~~June 5, 2017 (original); June 16, 2020.~~

Last Reviewed: ~~November 2022.~~ May 2026.

References: 2026 Public Acts, Chapter 761; T.C.A. §§ 10-7-101; 10-7-503; 49-8-301-302; Policies 40 Financial Exigency; 60 Appearances before the Board; 202 Faculty Definition, Roles and Responsibilities and Appointment Types; 206 Tenure and Promotion Appeals; 816 Nepotism.

204 Tenure

Approved by Board of Trustees
Effective Date: June X, 2026
Responsible Division: Academic Affairs
Responsible Office: University Provost
Responsible Officer: University Provost

I. Purpose

This policy establishes criteria and procedures relating to academic tenure at Middle Tennessee State University (MTSU or University).

The criteria listed represent minimum University standards for tenure. College and/or department policies relating to the tenure process must meet the criteria as specified herein, but may exceed and be more specific than University standards. All college and department policies will be reviewed for consistency with this policy by the Provost and approved by the President. Approved college and department policies will be made available online. Materials are submitted using the institution's digital faculty activity software of record, unless the Provost has approved an exception.

II. Definitions

The following general definitions of words and terms used in this policy are subject to further qualification and definition in the subsequent sections of this policy or those of colleges and departments.

A. Academic Tenure. A personnel designation that guarantees holders of continuing employment at the University until such status is abandoned or removed for adequate cause, for financial exigency, or for curricular reasons. Tenure may be awarded only by positive action of the Board of Trustees (Board).

B. Adequate Cause. A basis upon which a faculty member, either with academic tenure or, as required in this policy, a tenure-track appointment, may be terminated. The specific grounds that constitute adequate cause are set forth in Section VIII.

C. Financial Exigency. The Board's formal declaration that the University faces an imminent financial crisis requiring the University to resort to extraordinary means, including the termination of existing and continuing academic and non-academic appointments, to balance the budget.

D. Tenurable Faculty Member. A full-time employee who holds academic rank as assistant professor, associate professor, or professor and is potentially eligible for

tenure. Although full-time non-tenurable faculty appointments are recognized by the University, e.g., temporary, instructor-/coordinator-/clinical-/professional practice-/research-track, "faculty member" in this policy applies only to tenurable faculty positions (assistant professor, associate professor, professor). See Policy 202 Faculty Definition, Roles, Responsibilities, and Appointments Types.

E. Probationary Employment. Period of full-time professional service by tenure-track faculty members before they have been granted tenure. During this time, they are evaluated by the University to determine whether they are making progress toward a recommendation for tenure. Probationary employment provides an opportunity for faculty members to demonstrate their commitment to the University and for the University to determine whether they meet its stated criteria of quality.

F. Tenure Clock. Metaphor used to describe the passage of time during the probationary period, between the date specified in the letter of appointment and the date of the tenure decision.

G. Department. Academic unit (Department or School)

H. Chair. Departmental officer, which includes School Director.

I. Academic Year. The period of time consisting of the Fall and Spring semesters.

J. Teaching. Any activity that fosters and facilitates student learning, including, but not limited to, instruction, student advising and/or mentoring, assessment, and the development of course materials and courseware.

K. Research/Scholarship/Creative Activity. Research/scholarship/creative activity encompasses the studious inquiry, examination, or discovery that contributes to disciplinary and interdisciplinary bodies of knowledge and is disseminated to an appropriate audience. Research/scholarship/creative activity may include, but is not limited to, disciplinary and interdisciplinary activities that focus on the boundaries of knowledge, field-based scholarship, creative activities (e.g., media production, performances, or other artistic creations), the scholarship of teaching and learning, born-digital scholarship (e.g., digital tools, software for teaching and research, websites, public humanities projects, and grant-writing to support such activities).

L. Service. Service encompasses University service, professional service, and public service.

    1. University service refers to work other than teaching and research/scholarship/creative activity done at the department, college,

and/or University level. Participation in University service is expected of every faculty member.

2. Professional service refers to work done for disciplinary professional organizations or for the teaching profession generally.

3. Public service refers to the University's outreach to the community and society, involves sharing professional expertise and should directly support the goals and mission of the University.

M. Rebuttal. A candidate for tenure may add a letter of rebuttal, addressing and providing evidence of errors of fact, within ten (10) business days of the posting date of the letters from the department promotion and tenure committee, Chair, college tenure and promotion committee, and/or the Dean, as recorded by the faculty activity software.

III. Tenure Appointments

A. Tenure appointments are guarantees of continued employment during the academic year subject to abandonment or termination as outlined in Section VIII.

B. Tenure is awarded only to faculty members with tenure-track contracts following the rigorous vetting described below in Section IV. and to faculty and/or administrators who are recommended for tenure when the contract is issued.

C. Tenure resides in the academic departments and recommendations for or against tenure originate with the faculty member's department.

D. In general, candidates for tenure must have earned the doctorate or other specified terminal degree in the faculty member's discipline. The Provost, in consultation with the Dean, Chair, and department faculty, may grant exceptions based upon a candidate's extraordinary professional qualifications.

E. Failure to give timely notice of non-renewal of a tenure-track contract will result in the right of the faculty member to a terminal year of service, not in the awarding of tenure. (See Section VIII. A. 1.)

IV. Tenure Process

A. Tenure is awarded only by positive action of the Board, pursuant to the requirements and procedures of this policy.

B. Tenure-track faculty members in years one, two, four, and five will be evaluated annually by their Chair and department tenure and promotion committee. Copies of

these letters will be uploaded to the faculty activity software for review by the appropriate Dean and the Provost.

C. Tenure-track faculty entering with zero or one year of credit for prior service will receive a pre-tenure review in the third year of their probationary appointment. Pre-tenure review follows the process of tenure review through the department and college levels as outlined in Section V. Tenure-track faculty entering with two or three years of credit for prior service will receive a pre-tenure review in the fourth year of their probationary appointment. Exceptions must be approved by the Provost.

D. Tenure-track faculty members in year six will receive a full tenure review, to include recommendations by the Provost and President to the Board.

E. Candidates choosing to apply for early tenure may forward their candidacy before their sixth year; however, if their application is denied, they may remain at the University for a subsequent academic year, which will be a terminal year.

F. Applicants may withdraw from the tenure review process at any point. In doing so, they forfeit claim to future tenure at MTSU.

V. Procedures for Tenure Recommendations

A. General Guidelines

1. Consideration for tenure originates in the department to which the faculty member has been assigned. Candidates for tenure submit the Outline of Faculty Data (OFD) and other supporting materials detailed below using the University's faculty activity software, unless the Provost has approved an exception.

2. After submission of the OFD, the only materials that may be added to the file are letters from the department committee, Chair, college committee, Dean, and Provost and any rebuttals, due within ten (10) business days of the posting date of the letters of recommendation at each level.

3. Members of department and college tenure and promotion review committees may not make individual recommendations concerning candidates to administrators or other review committees.

4. Each spring semester, the Office of the Provost will issue the dates for faculty review and evaluation for the upcoming academic year; and department and

college committees will be provisionally elected pending the Board's awarding of tenure and promotion.

5. Policy 816 Nepotism will apply to all levels of the tenure process.
6. Qualified Privilege of Academic Confidentiality for Tenure Review Committees
    a. All those serving on committees that make evaluations are expected to observe the highest appropriate standards of confidentiality concerning deliberations. Tenure and promotion review committees have qualified privilege of academic confidentiality against disclosure of individual tenure votes unless evidence casts doubt upon the integrity of the committee. This policy will be interpreted in a manner consistent with the Tennessee Public Records Act, as recorded in T.C.A. § 10-7-101 et seq.
    b. In general, no qualified privilege of academic confidentiality is recognized for proceedings outside of the University. The records created during the tenure process are subject to disclosure pursuant to T.C.A. § 10-7-503 et seq., and information regarding the process may be sought by subpoena or court order.

B. Probationary Employment

1. The probationary period starts on the date specified in the letter of appointment.
2. The probationary period of six (6) years may include credit for prior service. Credit toward completion of the probationary period may, at the discretion of the Provost, be given for a maximum of three (3) years of previous full-time service at colleges, universities, or institutes provided that the prior service is relevant to the University's needs and criteria. Any credit for prior service must be confirmed in writing in the appointment letter.
3. A period of approved leave of absence will be excluded from the requisite period for completion of the probationary period unless the President specified in writing prior to the leave of absence that it will be included in the probationary period. Leaves of absence may not be granted retroactively. During the probationary period, a faculty member may apply for a maximum of two (2) extensions in one (1) year increments.

4. Faculty members in a tenure-track appointment may request to stop the tenure clock during their probationary period when circumstances interrupt normal progress toward building a case for tenure. Only the President, with the recommendation of the Chair, Dean, and Provost, may grant a request to stop the tenure clock. Faculty members may request to stop the tenure clock for one (1) year if they demonstrate circumstances warranting such interruption. Examples may include personal or family situations requiring time, energy, or attention normally directed to faculty duties and professional development, such as childbirth or adoption, care of dependents, medical conditions or obligations, physical disasters or disruptions, or similar circumstances that require a fundamental alteration of one's professional life. Once approved, the stop-the-tenure clock year is not counted in the probationary period.

5. A faculty member who is appointed to an administrative position prior to a tenure award remains eligible for tenure. They must qualify for tenure under department, college, and University guidelines. The time (or prorated portion of time) spent in the administrative position may be credited toward completion of the probationary period.

6. If a faculty member is serving a probationary period in a department and is subsequently transferred to another department, the faculty member may, with the approval of the Provost, elect to begin a new probationary period on the date of the transfer. If they do not so elect (and confirm in writing to the Provost), time spent in the first appointment will count toward establishing the probationary period.

7. Faculty members whose tenure-track appointments begin in January may negotiate at the time of hire whether the spring semester is included in their probationary period, subject to approval by the Dean and Provost.

8. Tenure-track faculty in their sixth year must submit the completed tenure application in accordance with the established calendar unless otherwise stipulated in the employment contract or the tenure clock has been stopped. A faculty member who fails to apply for tenure by the prescribed date will automatically be denied tenure.

C. Department Review

1. All departments will use approved policies that cover the structure, annual election of committee members, and operating procedures of the

department tenure and promotion review committee. A copy of these policies will be available online. At a minimum, these policies will include the following:

a. Committee members must be tenured;

b. All full-time tenured and tenure-track faculty members in the department may vote on committee membership;

c. Non-tenure-track faculty may not vote on committee membership;

d. Candidates for tenure and the Chair may not be members;

e. A committee chair will be elected by the members of the committee;

f. Academic rank requirements for committee membership must be stated in department tenure and promotion policy.

   If the staffing requirements described in the department policy cannot be met (as in the case of an inadequate number of tenured faculty or of specified academic rank), an alternate committee composition may be proposed by the department subject to approval by the Dean and Provost prior to review of the candidate application(s).

g. The review process for tenure recommendations at the department level consists of separate and independent considerations by the department tenure and promotion review committee and the Chair.

   a. The department tenure and promotion review committee considers each candidate's qualifications for tenure using the approved department, college, and University criteria and shares their recommendation with the Chair.

   b. The Chair considers each candidate's qualifications for tenure using the approved department, college, and University criteria and shares their recommendation with the department tenure and promotion committee.

      If the two recommendations differ, the Chair and committee will meet to discuss, later submitting independent recommendations to award or deny tenure, copying the candidate.

D. College Review

1. All colleges will use approved policies that cover the structure, election of members to terms of three (3) years, and the operating procedures for the college tenure and promotion review committee. A copy of these policies will be available online. At a minimum, these policies will include the following:

    a. Colleges with six (6) or more departments will elect one (1) faculty member from each department to the committee; colleges with five (5) or fewer will elect two (2) faculty members from each department to the committee. (To provide for committee rotation, those tenured faculty elected to serve on the first college tenure and promotion review committee will draw numbers to determine whether they serve for periods of one (1), two (2), or three (3) years; one-third of the members will rotate off the committee each year.)

    b. Committee members must be tenured;

    c. All full-time tenured and tenure-track faculty members in the department may vote on committee membership;

    d. Non-tenure-track faculty may not vote on committee membership;

    e. Chairs may not be members;

    f. A committee chair will be elected annually by the members of the committee;

    g. Each college's policy must state rank requirements for faculty members serving on the college committee.

    If staffing requirements described in the college policy cannot be met (as in the case of an inadequate number of tenured faculty or of a specified academic rank in a department), an alternate committee composition may be proposed subject to approval by the Provost and Faculty Senate president prior to review of the candidate applications.

    Each Dean will provide the Faculty Senate president with the names of those elected to the college tenure and promotion review committee according to the timetable specified in the Tenure and Promotion Calendar. The Faculty Senate president, in consultation with the Faculty Senate Steering Committee, may appoint up to two

(2) additional faculty members to each college tenure and promotion review committee to ensure diversity and appropriate representation.

2. The review process for tenure recommendations at the college level consists of separate and independent considerations by the college tenure and promotion review committee and the Dean.

    a. Upon receipt of the recommendations and other materials from the department tenure and promotion review committee and Chair, the college tenure and promotion review committee will consider each candidate's qualifications for tenure using the approved department, college, and University criteria. Following its review, the college committee shares their recommendation with the Dean.

    b. The Dean considers each candidate's qualifications for tenure using the approved department, college, and University criteria and shares their recommendation with the college tenure and promotion committee.

    If the two recommendations differ, the Dean and committee will meet to discuss, later submitting independent recommendations to award or deny tenure, copying the candidate.

E. Provost's Review

1. The Provost considers each candidate's qualifications using approved department, college, and University criteria; reviews the recommendations of the department tenure and promotion review committees, the Chair, college tenure and promotion review committees, and Dean; and forwards all materials, along with their recommendation to the President, copying the Dean, Chair, and faculty member.

2. The appeals process, outlined in Policy 206 Tenure and Promotion Appeals, may begin after the Provost has notified the candidate of their recommendation. The President's letter with the tenure recommendation will be sent after the appeals process is completed.

F. President's Review

The President considers each candidate's qualifications using approved department, college, and University criteria; reviews the recommendations of Chair, department tenure and promotion review committee, college tenure and promotion

review committee, Dean, and Provost for each candidate; and makes recommendations to the Board. The President will notify candidates, Chairs, Deans, and Provost of their recommendations. When notified of official action by the Board, the President will provide written confirmation of the Board's award of tenure to the candidates, Chairs, Deans, and Provost.

VI. Criteria to Be Considered in Tenure Recommendations

A. General Tenure Criteria

1. Faculty members being considered for tenure must demonstrate commitment to the goals of MTSU. As institutional citizens, they will adhere to high ethical standards.

2. Candidates will be evaluated with respect to their performance in (a) teaching, (b) research/scholarship/creative activity, and (c) service. They must demonstrate high-quality performance in teaching, high-quality performance in either research/scholarship/creative activity or service, and quality performance in the remaining area. College and department criteria, however, may require high-quality performance in both teaching and research/scholarship/creative activity, in which case those requirements will supersede the University's requirements.

3. In all categories of evaluation, documentation of quality as evaluated by peers will be stressed over quantity. Within the context of teaching, research/scholarship/creative activity, and service, the faculty member must demonstrate willingness to support the mission and goals of the department, the college, and University.

B. Outline of Faculty Data and Supporting Materials

Candidates for tenure will submit their OFD (including Workload Part A) and all appropriate materials to support activities in teaching, research/scholarship/creative activity, and service.

C. Teaching

Because effective teaching is an essential qualification for tenure, tenure should not be granted in the absence of clear evidence of a candidate's teaching ability and potential for continued development.

1. Candidates for tenure must demonstrate high-quality performance in teaching. Departments may assign varying degrees of significance to the following activities:
    a. Performance in teaching as evaluated by students and peers;
    b. Performance in advising and mentoring;
    c. Performance in assessment activities;
    d. Improvement of their own courses and the larger curriculum;
    e. Effectiveness in teaching methods, including efforts to improve pedagogy;
    f. Supervision of specialized instructional activities (student research/scholarship/creative activity, service learning, experiential learning, thesis and dissertation direction, internships, student teaching, etc.);
    g. Honors received and recognition for teaching;
    h. Internal and external funding for instructional activities;
    i. Contributions to teaching, e.g., textbooks, articles, workshops, presentations, instructional technology resources.
2. Documentation
    a. Supporting materials will include the candidate's summary of activities and accomplishments in teaching, syllabi for each unique course, evidence of evaluation by faculty peers, and the one-page quantitative summaries of student evaluations for each course section evaluated during the probationary period.
    b. Other supporting materials may include selected course documents, assessment materials and reports, grant proposals, additional student input, results of alumni surveys and/or student exit interviews, and textbooks or published contributions to pedagogy.

D. Research/Scholarship/Creative Activity

1. To be awarded tenure, candidates must present evidence of, at minimum, quality research/scholarship/creative activity. Departments and/or colleges

may assign varying degrees of significance to the following activities, based upon their policies:

a. Participation in research/scholarship/creative activity, which may include collaboration with undergraduate and/or graduate students.

b. Submission of internal and external funding proposals for research/scholarship/creative activity.

2. Documentation

    a. Summary of activities and accomplishments in Research/Scholarship/Creative Activity.

    b. Supporting materials may include, but will not be limited to, the following:

        1. Reputable, high-quality peer-reviewed publications, including articles, monographs, books, electronic media, and other published works, as well as juried and/or peer-reviewed born-digital scholarly objects. Non-peer-reviewed publications may be submitted and will be evaluated accordingly.

        2. Funded external or internal grants, with weight given to grants from external agencies and organizations;

        3. Written reviews and evaluations by qualified peers of performances, compositions, and other creative activities;

        4. Published programs or reviews of public performance or public display;

        5. Presentations to one's professional peers at regional, national, or international meetings/conferences;

        6. The scholarship of teaching and learning (SOTL), including textbooks, educational articles, instructional technology resources, and innovative contributions to teaching;

        7. Unfunded proposals for external grants, where the documentation supports the quality of the proposal.

    c. Documentation must be included to support a designation of accepted and/or in press.

E. Service

1. To be tenured, candidates must demonstrate, at minimum, quality service. Departments and/or colleges may assign varying degrees of significance to the following activities based upon their policies:

    a. University service refers to work other than teaching and research/scholarship/creative activity performed at the department, college, and/or University level. University service includes, but is not limited to, meaningful participation on department, college, and University committees. University service also includes taking a role in shared governance, such as service as a Faculty Senator, on a specially appointed task force, and/or on a University search committee. It also includes activities that contribute to the professional development of faculty, as well as to the recruitment, retention, progression, graduation, and post-graduation career placement of students.

    b. Professional service refers to the work done for disciplinary professional organizations or for the teaching profession generally. Service to the profession includes, but is not limited to, association leadership, accreditation review, journal editorship, article/manuscript/grant proposal review, guest lecturing on other campuses, and other appropriate activities. Examples of significant service would be that done by an officer of a professional organization or a member of the editorial staff of a journal.

    c. Public service, the University's outreach to the community and society, involves sharing professional expertise and should directly support the goals and mission of the University.

2. Documentation

    a. Summary of activities and accomplishments in service.

    b. Supporting materials may include, but will not be limited to, the following:

        1. An evaluation of the effectiveness of the candidate's service, as judged by its impact. This should include indices of the success of the service activities, in terms of improvement of communities, programs, operating agencies, production

processes, or management practices; of satisfaction with the service provided by the candidate; and of the magnitude and complexity of the work.

2. An external appraisal of the candidate's local, regional, national, and/or international stature.

3. Evidence of submission of applications seeking internal and external funding for service activities, funded internal and external grants, and University submitted proposals.

VII. Expedited Tenure Review

The University may find it necessary to expedite tenure review in order to recruit high-quality faculty for administrative positions. Departmental input regarding tenure for an administrator is necessary since tenure is awarded in a specific department.

The request for expedited tenure review for candidates who have been selected as finalists will originate with the search committee. The Chair and the department tenure and promotion review committees for the finalists will review application materials and make a recommendation to the college committee and dean within 10 business days of the search committee's request. The dean will forward these recommendations along with their own recommendation and the recommendation of the college committee to the Provost before a contract offer discussing tenure may be extended to a candidate. Following the completion of these steps, the President will request approval for tenure from the Board as soon as possible. The candidate will be notified of the results after the Board vote.

VIII. Changes in Tenure/Tenure-Track Status

A. Negative evaluations of tenure-track faculty

1. A negative annual evaluation for tenure-track faculty in years 1 and 2 of their service requires the President to notify them by April 15 that they will not receive a contract for the next academic year. If the year 3 pre-tenure review, the annual evaluation in years 4 or 5, or tenure review is negative, these faculty receive notification by May 30 from the President that the subsequent academic year will be their terminal year. Their employment will end on the Monday following Spring Commencement of the following academic year. A faculty member's rights in such instances where timely notice is not given are described in Section III.E.

2. Notice of non-renewal, a negative pre-tenure review, or a negative tenure review will be provided via email to the faculty member's MTSU email

address and a hard copy will be provided by one of the following: (1) personal delivery by the faculty member's Chair, (2) certified mail, return receipt requested, postage prepaid, or (3) overnight courier. Any notification or document sent as specified above will be effective on the date that it is sent via any of the means set forth above.

3. Tenure-track faculty members will not be terminated during the contract year except for adequate cause. See Section VIII.G. below.
4. Non-renewal of a tenure-track faculty appointment is not subject to appeal to the Board except as provided in Policy 206 Tenure and Promotion Appeals.

B. Transfer of Tenure

Faculty members tenured in a department who are transferred to another department will retain tenure. In no instance must the faculty member abandon tenure as a condition of the transfer.

C. Abandonment or Expiration of Tenure

1. A faculty member abandons or waives their right to tenure if one of the following occurs. Notwithstanding the above, tenure is not abandoned during periods of approved leaves of absence or during administrative assignments at the University.
    a. They resign from the University.
    b. They fail to report for service on the first day of classes of any academic term without notice. Such failure to report will be deemed to be a resignation unless the Provost believes that the faculty member has shown good cause for such failure to report.
    c. They are absent from work without approved leave for five consecutive days. Such absences will be deemed a resignation unless the Provost believes that the faculty member has shown good cause for such absence.
2. Expiration of Tenure. Tenure will expire in the event of the permanent physical or mental inability of a faculty member as established by an appropriate medical authority, to continue to perform their assigned duties.

D. Termination of Tenure for Reasons of Financial Exigency

A tenured faculty member may be terminated as a result of financial exigency subject to declaration by the Board that such financial conditions exist. Personnel recommendations (including those pertaining to tenured faculty) resulting from a declaration of financial exigency will comply with Policy 40 Financial Exigency; also see definition of financial exigency in Section II.

E. Termination of Tenure for Curricular Reasons

A tenured faculty member's employment may be terminated when an academic program is deleted from the curriculum by the Board as a result of decreased student enrollment in the field or discipline, thus reducing the requirement to employ qualified faculty in the field. Substantive and continuing reduction of student enrollment is measured over a period of at least three (3) years and results in a faculty-student ratio that cannot be warranted in the opinion of the President.

Before terminating a program for curricular reasons, the President will present a written report of the curricular reasons warranting the termination of tenured faculty to the Faculty Senate. The Faculty Senate will have the opportunity to respond in writing before any action is initiated. Such drastic proposed reductions in faculty must be substantially greater than any shifts in staffing that are accommodated annually to address shifting enrollment patterns.

F. Procedures for Termination of Tenure for Curricular Reasons

Before terminating tenured faculty, the President shall not rehire part-time, temporary, promotable track, and tenure-track faculty.

1. After determining that curricular reasons warrant termination of tenured faculty, the President will consult with the Chairs and Deans of affected departments to understand which terminations would least jeopardize their programs. This assessment will drive the President's decisions regarding faculty termination. The President will also consider overall staffing patterns at the University and at peer institutions.

   While it is within the President's purview to make exceptions, the following considerations should guide the President in determining the order of faculty reductions:

   a. Among tenured faculty, those with higher rank should have priority in retaining their positions over those with lower rank;

b. Among tenured faculty of comparable rank, those with appropriate terminal academic degrees should have priority in retaining their positions over those without appropriate terminal degrees;

c. Among tenured faculty of comparable rank and degrees, those with more seniority at the University should have priority in retaining their positions over those with less seniority.

The President will furnish each faculty member to be terminated with a written statement of reasons for the termination and how the decision to terminate was reached. The statement will also indicate that the faculty member may respond in writing to state objections to the decision.

When a tenured faculty member is to be terminated for curricular reasons, the President will make every possible effort to reassign the tenured faculty member to an existing vacant position for which they are qualified. If the President believes that relocation within the University is possible, the University is obliged to make a significant effort to relocate the faculty member, including the bearing of reasonable retraining costs. The final decision to relocate is within the President's discretion.

2. If a faculty member to be terminated objects to the President's statement and requests a review, the President will appoint a faculty committee of a minimum of five (5) tenured faculty members from a slate of ten (10) tenured faculty members proposed by the Faculty Senate. The committee will conduct a review hearing and report its findings and recommendations to the President, who makes a decision and informs the faculty member(s) in writing of the decision.

3. The President's decision to terminate a tenured faculty member for curricular reasons is subject to appeal to the Board only as provided in Policy 60 Appeals and Appearances before the Board.

4. When a tenured faculty member is terminated for curricular reasons, the position will not be filled by a new hire with the same fields of specialization for a period of at least three years unless the faculty member has been offered in writing reappointment to the position at the previous rank and with

tenure, and at the previous or higher salary if raises have been awarded during the period of unemployment.

G. Termination for Adequate Cause

If the University determines that the faculty member's presence on campus during the disciplinary process poses a danger to persons or property or a threat to the academic or operational processes of the University, the faculty member may be reassigned or suspended.

If the University determines that it is in the institution's best interest to reassign a faculty member pending resolution of the disciplinary process, the University may reassign a faculty member to responsibilities for which they are qualified.

Faculty members and administrators will avoid public discussion of disciplinary proceedings until they are complete. Failure to do so may result in disciplinary action.

Pursuant to T.C.A. §§ 49-8-301(b)(3) and 49-8-302, a tenured or tenure-track faculty member may be terminated for adequate cause. Adequate cause includes *misconduct* and/or *unsatisfactory performance*.

1. Misconduct includes, but is not limited to, the following and similar types of misconduct:
    a. Failure, refusal, and/or persistent neglect to comply with University policies, procedures, rules, or other regulations;
    b. Capricious disregard of accepted standards of professional conduct;
    c. Conduct that adversely affects University's ability to operate;
    d. Any conduct directly related to the fitness of the faculty to perform the duties and responsibilities for which the faculty member was employed, or failure to carry out specific assignments when such assignments are reasonable and non-discriminatory;
    e. Admission of guilt or conviction of a felony or a non-felony involving moral turpitude and/or related to fitness for institutional duties;
    f. Improper use of narcotics or intoxicants that substantially impairs the faculty member's fulfillment of departmental and institutional duties and responsibilities;

g. Theft or misappropriation of University funds, property, services, or other resources; and/or

h. Falsification of information on an employment application or other information concerning qualifications for a position.

2. Unsatisfactory performance includes, but is not limited to, the following and similar performance-related issues:

a. Persistent failure to demonstrate professional competence in teaching, research, creative activities, and/or service;

b. Persistent failure to satisfactorily perform the assigned duties for a tenure-track or tenured faculty member, including failure to meet or exceed the required elements of a performance improvement plan;

c. Dishonesty or other serious violation of professional ethics or responsibility in teaching, research, creative activities, or service, or in interactions with students, employees, and/or members of the University community; and/or

d. Prolonged or frequent absence from duties without appropriate approvals and/or authorized leave.

H. Disciplinary Procedures for Misconduct

1. The following procedures apply to disciplinary actions involving a tenured or tenure-track faculty member for misconduct. The procedures in this section will also apply if there is adequate cause based on both misconduct *and* unsatisfactory performance.

2. The President or Provost may impose disciplinary sanctions (including, but not limited to, verbal or written reprimand, probation, suspension with or without pay, or termination) on any tenured or tenure-track faculty member who violates institutional policies or professional standards of conduct, as defined above.

3. Disciplinary action for misconduct may be initiated by the President or upon a recommendation by the Provost to the President.

4. In disciplinary proceedings, the University will ensure faculty due process, including the right to written notice of the grounds for disciplinary action and an opportunity to be heard by the President and/or Provost.

a. When the President, in consultation with the Provost, believes that conduct warrants disciplinary action, notice will be provided via email to the faculty member's MTSU email. The notification will include the grounds for the proposed disciplinary action, including a summary of the allegations and details of the alleged misconduct.

b. The University will also provide the faculty member the opportunity to meet with the President and/or Provost regarding the misconduct allegations. The faculty member may respond in writing instead of, or in addition to, attending this meeting, but any written response must be delivered via MTSU email to the President and Provost within five (5) business days of the notification of alleged misconduct.

c. The meeting will be held within ten (10) business days of the notification of alleged misconduct, although the President or Provost may extend this period if they believe that there is a satisfactory reason to do so. The meeting may take place via videoconference if the faculty member and the President and/or Provost agree.

5. Following the meeting with the faculty member, the President and/or Provost will render a decision based on the nature, severity, and/or impact of the misconduct. Prior to rendering a decision, the President and/or Provost may consult with the faculty member again, if desired.

6. If the President or Provost concludes that termination for misconduct is justified, the University will provide written notice of termination within ten (10) business days of meeting with the faculty member. Notice will be provided via email to the faculty member's MTSU email address, and a hard copy will be provided by one of the following: (1) personal delivery by the faculty member's chair/director, (2) certified mail, return receipt requested, postage prepaid, or (3) overnight courier. Any notification or document sent as specified above will be effective on the date that it is sent via any of the means set forth above. Written notice will include the grounds for termination, the date that the termination will become effective, and the faculty member's right to contest the decision.

    a. All termination and/or suspension decisions for misconduct must be made by the President and/or Provost without any recommendation or vote by another faculty member at the University.

7. If the President or Provost concludes, following a meeting with the faculty member, that adequate cause for misconduct exists, but that disciplinary sanctions other than termination are appropriate, the University may impose the lesser sanction. The University will provide written notice of sanctions within ten (10) business days of meeting with the faculty member. Notice will be provided via email to the faculty member's MTSU email address, and a hard copy will be provided by one of the following: (1) personal delivery by the faculty member's chair/director, (2) certified mail, return receipt requested, postage prepaid, or (3) overnight courier. Any notification or document sent as specified above will be effective on the date that it is sent via any of the means set forth above.

8. The University and faculty member may also agree on a negotiated solution at any time in the process above.

9. Contesting Termination and/or Suspension Without Pay

    a. If a disciplinary decision based on misconduct includes termination or suspension without pay, the faculty member shall have ten (10) business days from the effective date of termination or suspension to file a written request with the Office of the President for a contested case proceeding pursuant to MTSU Policy 110 Cases Heard Pursuant to the Uniform Administrative Procedures Act. A faculty member who does not request a contested case by the ten (10) business day deadline waives the right to a contested case hearing. A faculty member may also submit a waiver in writing.

    b. If at the conclusion of a contested case, the outcome is favorable to the faculty member and a conclusion is reached that the faculty member should not have been terminated for misconduct and/or the faculty member should not have been suspended without pay, then to the extent permitted by law, the University shall provide lost salary and benefits, if any, and restore the faculty member's employment position, including tenure, if applicable.

H. Disciplinary Procedures for Unsatisfactory Performance

1. The following procedures apply to disciplinary actions involving a tenured or tenure-track faculty member for unsatisfactory performance.

2. Corrective measures prior to disciplinary action for unsatisfactory performance should originate within the academic unit (i.e., program, department/school, and college). Corrective action addressing unsatisfactory performance should begin with a verbal or written reprimand

and may include unsatisfactory annual evaluations and/or performance-improvement plans that describe deficiencies and barriers to satisfactory performance, along with proposed corrective actions to address them.

3. If a faculty member fails to satisfactorily perform assigned duties as described in Section VIII.G.2, disciplinary action may be initiated by the President or upon a recommendation by the Provost to the President, typically following a request from unit-level leadership (e.g., the department chair or school director) and/or the dean of the college in which the department/school is housed. When applicable, this request will take the form of an official memorandum to the President and Provost, outlining the request to initiate disciplinary proceedings, a summary of the documentary evidence supporting the request, and a summary of corrective actions implemented thus far.

    a. The University may impose sanctions (including, but not limited to, verbal or written reprimand, probation, suspension with or without pay, or termination) on any tenured faculty member who fails to meet performance expectations consistent with the assigned duties of a tenure-track or tenured faculty member, in accordance with the procedures below.

4. Department Chair (or School Director) Assessment

    a. Once disciplinary procedures are initiated by the President and/or Provost, the department chair (or school director) will consider the faculty member's performance in teaching, research, and service. The chair/director will then assess whether the faculty member's performance constitutes adequate cause for termination based on unsatisfactory performance, as outlined in Section VIII.G.2.

    b. The chair/director will forward (via MTSU email) their written assessment in a letter to the college dean within ten (10) business days of notification from the President and/or Provost, along with a chronological record of demonstrated efforts to encourage the faculty member to elevate their performance to satisfactory levels. The chair/director assessment will be advisory only.

5. Dean's Assessment

    a. The dean will consider the faculty member's performance in teaching, research, and service, along with the department chair's (or school director's) assessment. The dean will then assess whether the faculty

member's performance constitutes adequate cause for termination based on unsatisfactory performance, as outlined in Section VIII.G.2.

b. The dean will forward (via MTSU email) their written assessment in a letter to the Provost within ten (10) business days of receipt of the letter from the chair/director, along with a chronological record of demonstrated efforts to encourage the faculty member to elevate their performance to satisfactory levels. The dean will also include the letter from the chair/director assessing whether the faculty member's performance constitutes adequate cause for termination based on unsatisfactory performance. The dean's assessment will be advisory only.

6. Provost's Review & Decision

a. The Provost will consider the faculty member's performance in teaching, research, and service, along with the assessments from the department chair (or school director) and the college dean. The Provost will then decide whether the faculty member's performance constitutes adequate cause for termination based on unsatisfactory performance, as outlined in Section VIII.G.2.

b. If the Provost concludes that adequate cause based on unsatisfactory performance exists, the Provost will call the faculty member to a meeting (via MTSU email) to discuss the possibility of a mutually satisfactory resolution within ten (10) business days of the college dean's submission.

c. If the Provost concludes that adequate cause based on unsatisfactory performance does not exist, then the Provost will provide the faculty member with written notice of the conclusion (via MTSU email, with a copy to the dean and chair/director) within ten (10) business days of the college dean's submission. The notice will also include any further instructions pertaining to the matter.

d. If, after considering information provided by the faculty member and after consulting with the President, the Provost concludes that adequate cause exists but that a sanction other than termination or suspension without pay should be imposed, then the Provost may impose the lesser sanction and notify the faculty member (via MTSU email) within ten (10) business days of the college dean's submission. The faculty member may appeal the lesser sanction to the President via MTSU email within five (5) business days, and the President's decision shall be final.

7. Sanctions of Termination or Suspension Without Pay

    a. If, after considering information provided by the faculty member and after consulting with the President, the Provost concludes that adequate cause exists and that the sanction should be termination or suspension without pay, then the Provost will provide written notice to the faculty member within ten (10) business days of the college dean's submission. Notice will be provided via email to the faculty member's MTSU email address, and a hard copy will be provided by one of the following: (1) personal delivery by the faculty member's chair/director, (2) certified mail, return receipt requested, postage prepaid, or (3) overnight courier. Any notification or document sent as specified above will be effective on the date that it is sent via any of the means set forth above.

        Written notice will include:

        i. The grounds for termination (or suspension) and a date on which the termination/suspension will become effective.

        ii. Information pertaining to the faculty member's right to contest the termination/suspension before a Termination Hearing Committee (as described below) or in a post-termination contested case proceeding pursuant to MTSU Policy 110 Cases Heard Pursuant to the Uniform Administrative Procedures Act.

        iii. A deadline of five (5) business days from receipt of the written notice to elect in writing to contest the termination/suspension and to state in writing the preferred hearing type (via MTSU email to the Provost).

    b. If the faculty member does not contest the charge(s) in writing and select the preferred hearing type within five (5) business days after receipt of written notice, the faculty member shall be subject to termination or suspension without pay, and no appeal of the matter is permitted within the University. Selection of one hearing type will waive the faculty member's right to the other.

8. Termination Hearing Procedures

    a. If the faculty member elects to contest the termination or suspension before a Termination Hearing Committee, the President will appoint a

committee of tenured faculty to determine if termination or suspension based on unsatisfactory performance is appropriate.

i. The Faculty Senate President will provide tenured faculty nominations for this Committee to the President, with one tenured faculty member at the rank of Professor representing each of the following colleges: Basic and Applied Sciences, Behavioral and Health Sciences, Jones College of Business, Education, Liberal Arts, Library, Borchetta College of Media and Entertainment, and University College.

ii. If the President finds nominations unsuitable, then the President, in consultation with the Provost, shall provide a list of approved, eligible faculty to the Faculty Senate President, who must select from the provided list within five (5) business days. If no selection is made, the President will proceed with appointing the committee of tenured faculty.

iii. Members deeming themselves disqualified for bias or interest will remove themselves from the case, either at the request of a party or on their own initiative.

b. The Committee will elect a chair to direct the proceedings. The Committee chair will provide the faculty member with written notice (via MTSU email) of a hearing date, time, and place (including the grounds for the proposed termination/suspension and a summary of the allegations related to unsatisfactory performance) at least fifteen (15) business days in advance of the hearing date. The faculty member may waive the right to a live hearing within five (5) days of the notification and instead, rely on the Committee's determination based on written evidence and argument.

i. The faculty member may provide documents, affidavits, and/or other written/electronic evidence no later than five (5) business days in advance of the hearing date. The faculty member will also be permitted to explain their own case in discussion with the Committee throughout the hearing.

ii. The faculty member may accept the charges and agree not to contest the termination at any time.

iii. No witnesses are permitted at the hearing, but the Committee may require the appropriate dean, chair, or other faculty member to attend the hearing and respond to questions. For

charges of incompetence, the Committee will make every effort to summon one or more qualified faculty members. The faculty member and other hearing attendees are not permitted to cross-examine one another.

iv. The Committee will not be bound by the rules of civil procedure or evidence and will make its recommendation to the President (as described below) following a fair and impartial hearing. The burden of proof will be a preponderance, or greater weight, of the evidence.

v. The Committee will submit a written report to the President and the faculty member, explaining its recommendation based on the hearing's findings, including applicable policy. The report will state whether the Committee has determined that adequate cause for termination or suspension exists and, if so, the specific grounds. The Committee may recommend action other than termination or suspension.

c. After considering the Committee's report and any evidence introduced at the hearing, the President may consult with the faculty member and/or Provost prior to issuing a final decision. If the President's and the Committee's decisions differ, the President will issue a written statement to the faculty member, Committee, and Provost, explaining the decision.

d. Members of the Committee will not discuss the case outside Committee deliberations and will report any *ex parte* communication pertaining to the hearing to the President, who will notify all parties of the communication. Discussion of the case outside of Committee deliberations or failure to report *ex parte* communications may result in disciplinary action.

Revisions: June 2017 (original); June 2020.

Last Reviewed: May 2026.

References: 2026 Public Acts, Chapter 761; T.C.A. §§ 10-7-101; 10-7-503; 49-8-301-302; Policies 40 Financial Exigency; 60 Appearances before the Board; 202 Faculty Definition, Roles and Responsibilities and Appointment Types; 206 Tenure and Promotion Appeals; 816 Nepotism.

Middle Tennessee State University
Board of Trustees

Action Item

MEETING:	Summer Quarterly Board Meeting
DATE:	June 16, 2026
SUBJECT:	**Policy Revision – 541 Residential Life and Housing**

BACKGROUND INFORMATION:

Policy 541 Residential Life and Housing was revised to account for the demolition of Womack Lane apartments, which eliminated the availability of on-campus family housing.

MIDDLE TENNESSEE STATE UNIVERSITY.

541 Residential Life and Housing Policy

Approved by Board of Trustees
Effective Date: ~~March 18, 2025~~
Responsible Division: Student Affairs
Responsible Office: ~~-~~Dean of Students' Office
Responsible Officer: ~~-~~Dean of Students through University Discipline and Rules Committee

I. Purpose

A student residence facility is a densely populated community composed of students with many different interests, habits, and tastes. Middle Tennessee State University (MTSU or University) is committed to the concept that on-campus student residence facilities should provide an atmosphere conducive to both living and learning where, in a spirit of cooperation and consideration for others, students may live, study, and relax together. This policy provides rules to establish and maintain that atmosphere.

II. Definitions

A. Assigned Living Space. The personal dwelling unit of a student and/or occupant residing within a student residence facility.

B. Guest(s). Any person invited by a student resident, occupant, or the University to visit in a student residence facility.

C. License Agreement (Agreement). The contract document setting forth the terms of occupancy of any student residence facility/unit as between the University and student residents that occupy any such student residence facility/unit.

~~D. Occupant(s). Legal spouse or child residing with a student resident in an assigned living space. The occupant(s) may also be referred to as resident(s).~~

~~E.~~D. Premises. Any student residence facility owned or operated by the University to provide housing accommodations for student residents.

~~F.~~E. Prepayment Fee. A payment required by the University to secure assigned living space within a student residence facility prior to taking occupancy of a particular assigned

living space. The prepayment fee is applied toward housing costs except where forfeitures apply.

~~G.~~F. Semester Fee. The payment required to occupy an assigned living space within a student residence facility for a specified term.

~~H.~~G. Student(s). For the purposes of this policy, student refers to the individual officially enrolled and residing on premises in an assigned living space who is a signatory to the License Agreement. The student(s) may also be referred to as resident(s).

III. Eligibility

Full-time students officially admitted and enrolled at the University for the Fall or Spring semester shall be eligible to reside in a student residence facility during their period of enrollment. Part-time students are not eligible to reside in student residence facilities unless a waiver is provided by the Director of Housing and Residential Life. Such waivers shall be granted on a case-by-case basis. Students who drop below full-time enrollment during the academic year should not assume they will be released from the obligations of their Agreement. Student residence facilities may be leased/licensed to other persons in connection with programs and activities on campus at the discretion of the University.

All students, with the exception of students who are prohibited by federal or state law from residing in student residence facilities for any reason, shall have an equal opportunity to reside in student residence facilities regardless of race, color, religion, creed, ethnic or national origin, sex, sexual orientation, gender identity/expression, familial status, age or disability, provided that separate student residential facilities may be established on the basis of sex.

~~Occupant residents residing in assigned living space must be the legal spouse or child of a student resident.~~

Summer housing is available to MTSU students enrolled in summer courses. ~~and occupants residing with such students, provided students are enrolled in the summer session for which they plan to reside in a student residence facility.~~

No person who is registered or required to register as a sex offender pursuant to the Tennessee Sexual Offender and Violent Sexual Offender Registration, Verification and Tracking Act of 2004, as amended, T.C.A. §§ 40-39-201, et. seq., shall be eligible to reside in any on-campus student residence facility.

IV. Application Process

Application Process and Fees. Students must make application for permission to reside in a student residence facility by returning a completed application signed by the student and, as applicable, the student's parent/guardian or student's spouse. A completed application, including the required signatures, indicates acceptance of the terms and conditions contained in the Agreement. The completed application shall be incorporated by reference as an exhibit to the signed Agreement.

At the time of application, the Student must also submit a prepayment fee. Semester fees are due and must be paid during the fee payment period at the beginning of the term. Fees are subject to change each year. See Housing Rates for Fall/Spring or Spring Only or contact Housing and Residential Life (Housing) at 615-898-2971 or by email at housing@mtsu.edu for additional information and current fee rates.

The prepayment fee is refundable prior to first check-in date according to the schedule included in the Student Housing License Agreement and Section V below. All cancellations must be submitted in writing to Housing and Residential Life, MTSU Box 6, Murfreesboro, TN 37132 ~~or by fax to 615-898-5459~~ or by email to housing@mtsu.edu.

Mandatory Board Plan for Freshmen. Students classified as freshmen ~~not assigned as a family unit~~ are required to purchase an approved board plan option.

Required Immunizations. All new incoming students who live on campus are required to provide proof of adequate immunization against Meningococcal disease after their 16th birthday and within the last five (5) years. Some exemptions exist for students who provide the appropriate medical or religious exemption form to Student Health Services. New incoming students living in on-campus housing will not have the option of refusing this immunization without providing Student Health Services with appropriately executed medical or religious exemptions. To ensure compliance, students are eligible for housing assignment contingent on proof of adequate immunization against Meningococcal disease. This means a housing application will be accepted but a living space cannot be assigned until vaccination against the Meningococcal disease is confirmed by MTSU Student Health Services. For more information on all required immunizations, see Health Services website.

V. Student Housing License Agreement

The Agreement contains applicable provisions regarding prepayment, cancellations, and refunds. Students are responsible for compliance with each provision and term of the Agreement and this policy. A copy of the Agreement may be found at www.mtsu.edu/housing. Prospective students should request a copy of the agreement from Housing and Residential Life.

The term of an Agreement is for the full academic year (Fall and Spring semesters). The Student who enrolls in the University for the Fall semester and who signs an Agreement agrees to reside in a student residence facility for both the Fall semester and the Spring semester provided they enroll in the University during both semesters. Agreements entered into any time after the first (1st) day of the Fall semester or Spring semester continue in effect until the close of the academic year.

Students must check out of their student residence facility within twenty-four (24) hours of withdrawing from the University or failing to enroll in classes at the University.

~~The Agreement or an attachment to it must document/identify spouses, children, dependents, and/or other persons residing with the student in the student residence facility.~~

Assignment/Subletting. No student shall assign the license to use any assigned living space within a student residence facility or sublet any assigned living space within the student residence facility. Any attempted assignment shall be void without the written consent of the University.

Cancellation of the Agreement; Refunds. The student or University may cancel the Agreement if the living space becomes unavailable at any time following the execution of the Agreement. In addition, the student or University may cancel the agreement under the circumstances indicated below:

A. Prior to the beginning of the Term.

   1. If the student completes the application process and is assigned a living space but does not enroll in classes for Fall and/or Spring term and fails to properly check in prior to the first day of classes for any given term, University may cancel the Agreement. The student will be considered a no-show subject to forfeiture of their prepayment amount. In cases between terms where the student's personal items have been stored as an accommodation during a non-contract period, student will be subject to forfeiture of their prepayment as well as storage fees and associated costs for removal of personal belongings.

   2. Prepayment fee refunds. The amount of any refund of the prepayment fee is made based on the cancellation postmark date, the date a confirmed cancellation email was sent, or the date of hand delivery of the written notice of cancellation. The schedule for refunds, including dates and amounts is specified in the Agreement.

B. During the Term of the Agreement. The Agreement may be cancelled consistent with the criteria identified below:

   1. If the student officially withdraws from the University and has complied with check-out procedures, University may cancel the Agreement for the remaining portion of the term. If the student enrolls for Spring term, the Agreement will be reinstated and appropriate charges will be assessed to student's account.

2. If the student does not plan to enroll for the Spring term and notifies University in writing, the Agreement will terminate on the day of the student's last Fall term exam or graduation date, if the student is among those scheduled, in advance, to graduate and not scheduled to return to the University in a student status. If the student enrolls for Spring term, the Agreement will be reinstated and appropriate charges will be assessed to student's account.

3. Students who participate in an off-campus academic experience may be eligible for release from the Agreement provided the experience requires the student's regular and/or continued presence at a location significantly distant from the campus so as to constitute an undue hardship on the student, to be determined at the discretion of University. If termination is granted, the Agreement will terminate on the day of the student's last fall term exam or graduation date, if the student is among those scheduled, in advance, to graduate. Students seeking this option must petition for such relief by submitting, prior to November 15, a License Agreement Cancellation Request form outlining the academic experience. The student will be required to provide supportive documentation from the college and/or internship site or assignment.

4. In the event the assigned living space is destroyed or otherwise rendered uninhabitable and University does not provide alternative assigned living space, the Agreement will be cancelled and housing fees will be refunded on a prorated basis.

5. Prepayment fee refunds. In addition to circumstances set forth above, a refund of prepayment fees may be made under the following conditions:

    a. Fall Residents Not Enrolling for the Spring Term. The prepayment fee may be refunded as specified below provided the student has appropriate prepayment on file. The amount of any refund of the prepayment fee is made based on the cancellation postmark date, the date a confirmed cancellation email was sent, or the date of hand delivery of the written notice of cancellation. The schedule for refunds, including dates and amounts of such refund, is specified in the Agreement.

    b. A full prepayment refund is available under the following conditions:

        (1) The student is prevented from attending the University because of a medical reason(s) confirmed in writing by a licensed healthcare professional deemed acceptable at the discretion of the University and, due to withdrawal from the University, must cease to occupy assigned living space.

(2) Residence space is not available.

(3) The death of the student.

6. Semester fee refunds. In addition to the circumstances set ~~set~~ forth above, a refund of semester fees may be made under the following conditions:

   a. Refund of semester fees will be made on a prorated weekly calendar basis if the student is forced to withdraw from the University for a medical reason(s) which must be confirmed in writing by a licensed healthcare professional deemed acceptable at the discretion of University and, due to withdrawal from the University, must cease to occupy assigned living space.

   b. Refund of semester fees will be made on a prorated weekly calendar basis if the student is requested to leave the premises for other than disciplinary reasons.

   c. No refund of fees for the academic year will be made if student is required to vacate assigned living space for disciplinary reasons.

   d. A full refund of housing fees will be made in the event of student's death.

   e. Withdrawals for other reasons will be subject to University's fee adjustment period as outlined in the registration guide.

7. The University assumes no responsibility for any delay or failure to perform any terms or conditions of the Agreement due to a force majeure, including, but not limited to, fire, earthquake, hurricane, flood, severe storms, acts of God, strikes or labor disputes, riots or civil disturbances, war, national emergency, terrorism, threats of sabotage or terrorism, explosions, plagues, epidemics, pandemics, acts of governmental authorities, or any other occurrence beyond the University's reasonable control. In the event of a force majeure, the University reserves the right to modify housing accommodations and access to dining services.

VI. Housing Assignment

The University reserves the right to make all housing assignments and to make any assignment changes or transfers considered necessary. Assignments are made without regard to race, color, national origin, religion, sex, familial status, or disability, although separate student residence facilities or areas of student residence facilities may be established on the basis of sex.

Housing assignments are made based on the date of application, payment of applicable fees, and submission of required immunization documentation. A specific building, type of room, and specific roommate cannot be guaranteed.

Special living-learning programs may include specific additional criteria for participation/assignment.

In the event any occupant of a multiple occupancy student residence facility ceases to reside in the assigned living space for any reason, the University shall have the right to reassign the remaining occupants to another student residence facility on campus.

Changes to Assigned Living Space**.** Students may submit requests for changes to their assigned living space to Housing and Residential Life. Students moving out of or into a student residence facility without having written authorization from Housing and Residential Life will be in violation of the Agreement. All changes are authorized on a space-available basis.

~~A student and/or a student with dependents residing in student residence facilities on campus must notify Housing and Residential Life in writing of any changes in the family unit (e.g., divorce, marriage, change of custody, adoptions, births) during the period of occupancy. Changes in family unit are subject to review and the student may be required to provide appropriate documentation at the discretion of the Director of Housing and Residential Life or designee. Change in family unit may not qualify as a condition for release from the License Agreement . However, it may qualify the student for assignment change provided alternative assigned living space is available.~~

VII. Check-In and Check-Out

Students may move into their assigned living space by reporting to check-in locations during the dates and times specified in their Agreements. Unless previous arrangements have been made, any student who fails to check in during the specified dates and times will forfeit their original room assignment. Students who fail to check into their student residence facility and who also fail to enroll in classes by the late registration deadline will forfeit their prepayments as specified in the Student Housing License Agreement section of this policy and in the Agreement. An enrolled student who fails to check into the student residence facility but who has not been granted a release from their Agreement will remain subject to the financial obligation incurred by signing the Agreement.

Each student must check out in person with the area coordinator or designated representative at the end of each semester and turn in all keys to the assigned living space. Their assigned living space must be clean and all personal property must be stored or removed. Housing and Residential Life assumes no responsibility for property left in assigned living spaces after check-out and/or student residence facility closing. Where applicable, additional charges for cleaning the assigned living space or removing abandoned items may be assessed to the student's account.

VIII. Responsibility for and Maintenance of Property

Responsibility for Personal Property. The University does not assume any legal obligation to pay for the loss or damage to personal property of residents occurring in its buildings or on its grounds. Students or their parents are encouraged to carry appropriate insurance to cover such losses.

Aid in Maintenance. Students shall assist and cooperate with the University in the care and maintenance of the premises and shall report promptly to their student residence facility staff any breakage, damage, or need for repair of the student's assigned living space, facilities, or equipment therein. Students shall not adjust or tamper with any mechanical equipment.

Students are responsible for the care and preservation of their assigned living spaces and all University-owned equipment and furnishings. All students will complete a room inventory when they establish occupancy. Damages occurring during their period of occupancy beyond normal wear will be assessed to the individual(s) responsible as will unusual cleaning charges. Furnishings must not be removed from the assigned living space or public areas without the authorization of the area coordinator. Students shall make no alterations, changes, repairs, remodeling, or painting of the assigned living space. Pictures and other materials may be posted on walls within the assigned living space using a non-defacing adhesive. No nails or screws may be driven into any wall. The student(s) responsible will bear the cost of repair or replacement for damaged or misplaced furnishings. Costs for damages or loss occurring in the public areas of a building will be shared equally by all students responsible for that area of the building when the damage or loss cannot be attributed to specific individuals. A minimum damage charge of one dollar ($1.00) per occurrence will be assessed to each student.

Each student agrees to pay the University, immediately upon demand, for any and all damages to the assigned living space, including but not limited to damages to exterior or interior walls, ceilings, floors, windows, doors, locks, hardware, plumbing fixtures, cabinets, shrubbery, lawn, appliances, fixtures, and furnishings of the assigned living space and its surrounding premises, if such damage is caused by an act or failure to act by the student or guests of the student.

Removal of Personal Property; Abandoned Property. Personal property of any kind that remains in an assigned living space either after a student: (1) withdraws from classes at the University, (2) has their Agreement terminated, (3) is otherwise relocated (from building to building, from room to room, from side to side, or within the designated area assigned), (4) has checked out; or, (5) after the facilities have been closed, will be considered abandoned property. The University shall have the right to remove the student's personal property and store the belongings. The University will then dispose of such items in accordance with Policy 685 Disposal of Surplus Property. Any applicable cleaning, packing, or storage charges will be assessed to the student's account. Housing assumes no responsibility for abandoned property that is lost, stolen, or damaged during packing, storage, or disposal.

IX. Safety and Security

Residents must share responsibility for maintaining a safe and secure residential community. Residents should keep their doors and windows locked any time they are out of the assigned living space, even for short periods of time. Residents who do not keep their doors and windows locked any time they are out of the assigned living space, or who prop open wing or building doors may be subject to disciplinary action. All visitors to student residence facilities must enter/exit only from the main entrance/door of the building, unless special permission has been secured from the area coordinator. Residents leaving the building through locked security doors are responsible for ensuring that the doors close to the locked position.

During holiday periods, doors and windows should be securely locked, and window shades should be opened. Items of value should not be left in the assigned living space over a holiday period. Any theft or losses should be reported to the University Police. Housing and Residential Life is not responsible for loss, damage, or theft of personal property. Residents and/or their parents are strongly encouraged to carry appropriate insurance to cover the potential theft, loss, or damage of personal property.

Card Access Systems. All students are expected to carry and ~~swipe~~tap their own student identification (ID) cards to enter student residence facilities with an installed card access system. Students who experience difficulty using their ID cards to gain entry to a building should contact the front desk of the student residence facility. As a security precaution, students who lose their ID cards should report the loss to the front desk of the student residence facility and the ID Office. Residents are not permitted to share or loan their ID cards with other persons.

Keys. All keys to assigned living spaces are the property of the University, and a student may not have duplicate keys made. Students who misplace their keys and need access to their assigned living spaces should contact the front desk of the student residence facility to be issued a temporary key. As a security precaution, students who lose their keys will have their locks changed and the core replaced and will be charged the appropriate fee. Residents are not permitted to share or loan their keys to other persons.

Fire safety. The sounding of false fire alarms and tampering with firefighting or safety equipment, including extinguishers, hoses, EXIT signs, and the alarm system is prohibited. Residents are responsible for safely evacuating the building immediately upon the sounding of the alarm or as otherwise directed by student residence facility staff.

Fire drills. Each student residence facility will conduct a minimum of two (2) fire exit drills each semester. One (1) will be announced and notice given to all building staff and residents. One (1) will be unannounced without notice to either the building staff or residents.

Disease. Students will report immediately to the University any infectious or contagious disease occurring within the student residence facility.

X. Entry and Inspections

A student's assigned living space may be entered at all reasonable times to examine and inspect the space for maintenance, health, safety, emergency purposes, or to render service and/or repairs to the assigned living space. Students shall permit the duly authorized agent, employee, or representative of the University to enter without notice any part of the assigned living space during reasonable hours for the purpose of inventory, maintenance inspections, improvements, or repair to any part of such assigned living space.

A student's assigned living space may be inspected with the consent of the student or any other student assigned to the living space. ~~or any other occupant of the assigned living space~~.

All entries and inspections shall be conducted in accordance with federal and state laws.

Health and Safety Inspections; Maintenance Inspections. Health and safety inspections will be conducted in all student residence facilities on a monthly basis by Housing and Residential Life staff to determine compliance with safety, health, and maintenance standards. Notice will be given prior to these inspections. Maintenance inspections occur when a work order has been submitted or when Housing and Residential Life staff becomes aware of an issue. These inspections will be conducted by University personnel during reasonable hours. Residents who fail to comply with the safety, health, and maintenance standards may be subject to disciplinary action.

XI. Visitation

Students and occupants shall be responsible for the compliance of their invited guests with this policy.

A. Visitation hours will be 10:00 a.m. until midnight Sunday through Thursday, and 10:00 a.m. until 2:00 a.m. on Friday and Saturday. All guests are required to check in at the front desk or other designated area and must be escorted at all times. Guests are not to wander in the student residence facilities nor are they permitted in residential bathrooms; appropriate opposite sex guest bathrooms are located in the lobby. If escorted at all times by the host, guests are permitted in any common area of the student residence facility.

B. Guests will be permitted in assigned living spaces only with the permission of the other ~~occupants~~ residents of the assigned living space. Interference with another ~~occupant's~~ residents' privacy, use, and enjoyment of the assigned living space will not be allowed.

C. Visitation hours during summer sessions will be 10:00 a.m. until midnight Sunday through Thursday, and 10:00 a.m. until 2:00 a.m. on Friday and Saturday.

D. It is the responsibility of all students to be aware of the visitation hours/policy for the student residence facility they are visiting.

E. A register will be maintained at the front desk of each residence facility that has twenty-four (24) hour staff. Students having guests are responsible for seeing that their guests provide identification and sign the register when entering and leaving the student residence facility as directed by the student residence facility staff.

F. Each guest must be escorted by the student host from the lobby to the assigned living space they are visiting and from the assigned living space back to the lobby.

G. Room checks may be made at any time during visitation by student residence facility personnel. Violations of visitation guidelines will be reported to the appropriate area coordinator of the participating student residence facility.

H. There will be no more than a total of five (5) guests in an assigned living space at any given time except in cases where guests are members of the student's immediate family.

I. Any student who violates visitation policies or whose guests violate visitation policies may lose subsequent visitation privileges.

J. Visitation regulations apply to all guests regardless of gender.

K. Overnight guests of the same sex are permitted, if the following conditions are met:

1. The guest is registered with the area coordinator prior to staying overnight.

2. The student host informs the guest of student residence facility regulations and accepts responsibility for the guest's conduct.

3. Permission for a guest to stay more than two (2) consecutive nights must be obtained from the Director, Housing and Residential Life and/or designee.

XII. Housing Disciplinary Offenses

Students~~, occupants,~~ and guests are subject to, and shall comply with, the rules and policies of the University, as well as all federal and state laws. Violators are subject to appropriate disciplinary action.

The following is a non-exclusive list of offenses for which students may be subject to disciplinary action through the process set out in Section XIV. Students may be subject to additional disciplinary charges and sanctions through the Office of Student Care and Conduct

pursuant to Policy 540 Student Conduct. Violations may also result in cancellation of the student's Agreement.

A. Alcohol. The use and/or possession of alcoholic beverages is prohibited in all student residence facilities. Empty alcohol containers (including but not limited to bottles, cans, shot glasses, flasks, and kegs) may not be used for display purposes in any student residence facility or assigned living space.

B. Bicycles and Motorcycles. Parking or storing bicycles, mopeds, or motorcycles is not permitted in hallways, stairways, outside walkways, fire escapes, or lobbies of student residence facilities. Bicycles may be kept inside the student residence facility in bicycle storage rooms or assigned living spaces, providing they do not block entrances or exits. Bicycles may not be kept in public areas (i.e. hallways, lounges, stairwells, etc.).

C. Business or Commercial Use. Student residence facilities may not be used for any business or commercial purpose. The facilities are to be used for residential purposes only.

D. Computer and Network Acceptable Use. Policy 910 Information Technology Resources is intended to prevent abuses of equipment and services, and to ensure that the use of computers and networks honors the public trust and supports the University's mission to educate students, conduct research, and provide public service. Using MTSU and state resources for unauthorized copying and/or distribution of copyright-protected information, music, video, and software is prohibited.

E. Construction. No construction of any kind is allowed without prior written consent of the University.

F. Data Service. All student residence facilities have direct data network access via Ethernet jack and wireless. All residents using the MTSU data network must adhere to all provisions of Policy 910 Information Technology Resources.

    1. Wireless routers are not permitted.

    2. Servers of any type are not allowed in student residence facilities. This includes but is not limited to Web, FTP, telnet, game, peer-to- peer, and file servers. Servers discovered in operation are subject to disconnection.

    3. Distributing copyrighted material without permission is not permitted and may result in suspension of network access as well as other sanctions.

    4. Internet Protocol (IP) addresses are centrally assigned and may not be changed. To receive this address and other necessary configuration information, the network card must be set to obtain address information automatically via Dynamic Host

Configuration Protocol (DHCP). Computers attempting to circumvent this registration and assignment process are subject to disconnection.

G. Disturbances or Nuisances. No student resident shall permit or create a nuisance or disturb any other residents of the facility. Students shall not conduct or permit activities in their student residence facilities that would, in any manner, create disturbances or cause disruption to other residents.

H. Drugs. The unlawful use and/or possession of drugs and/or drug paraphernalia is prohibited on the University campus and in all student residence facilities. Students found in violation of drug or drug-related policies maybe removed from the student residence facility and be responsible for paying out the academic year Agreement in full. Any reasonable suspicion of drug use or possession including odor of burnt or raw marijuana, physical characteristics of impairment, and/or possession of any paraphernalia that can be used for drug consumption will lead to an investigation and possible violation of this rule.

I. Electrical Kitchen Appliances. Appliances with open heating elements or air fryers may not be operated in student residence facilities except that apartment residents are permitted to have toasters, toaster ovens and coffee pots in their kitchen.

J. Failure to Comply with Sanctions. Failure to fully comply with disciplinary sanctions imposed subsequent to the process set forth in Section XIV.

K. Failure to Cooperate with Institutional Officials. Any act of insubordination or failure to cooperate with University officials, including all levels of Housing and Residential Life staff acting in the performance of their duties, is grounds for the immediate termination of the Agreement.

L. Fire Hazards. Students shall permit no combustible material to be kept in an assigned living space or on the premises and shall take every precaution to prevent fires. Fire escapes shall be kept clear of all items and shall be used in case of emergency only. Students will not store or lock anything on or immediately adjacent (within two [2] feet) to electrical meters or conduits from these meters leading into student residence facilities.

M. Fire Safety. The sounding of false fire alarms and tampering with firefighting or safety equipment, including extinguishers, hoses, EXIT signs, and the alarm system is prohibited. Residents are responsible for safely evacuating the building immediately upon the sounding of the alarm or as otherwise directed by student residence facility staff. Students failing to appropriately evacuate the building may be subject to disciplinary action.

N. Firearms, Explosives, Fireworks, and Inflammables. The possession or use of firearms, slingshots, paint ball guns, super-soakers, explosives, fireworks, inflammable fluids, dangerous chemical mixtures, pellet guns, B.B. guns, propelled missiles, or ammunition (which includes but is not limited to bullets, paint balls, pellets, and B.B.s) is prohibited.

O. Heating. Students shall not use any appliances for heating except those provided with prior written consent of the University.

P. Illegal activities. Illegal activities of any kind within student residence facilities are prohibited.

Q. Keys. Keys to assigned living spaces are the property of the University, and a student may not have duplicate keys made.

R. Noise and Quiet Hours. The primary aim of Housing and Residential Life is to maintain an atmosphere conducive to the pursuit of residents' academic goals and to provide an opportunity for uninterrupted study and rest. Courtesy hours are in effect twenty-four (24) hours a day. Unnecessary noise, from whatever the source, must be discontinued upon request. Quiet hours are in effect from 9:00 p.m. until 9:00 a.m. every day. Strict quiet hours will be in effect twenty-four (24) hours a day beginning one (1) day prior to the start of final exams and will continue through the end of the exam period.

S. Pets. No pets of any kind are allowed in the student residence facilities, with the exception of fish contained in one aquarium no larger than ten (10) gallons. This does not exclude accommodations required pursuant to federal and/or state law.

T. Maintenance of Premises. Students shall maintain the premises, including their yards, in a neat and orderly condition. No refuse, loose paper, cans, bottles, etc., shall be permitted to accumulate outside or underneath assigned living spaces.

U. Prohibited Items. The following is a non-exhaustive list of items which are prohibited in student residence facilities: water-filled furniture, personal air conditioners, unauthorized refrigerators, freezers, air fryers, pianos, exterior aerials or antennas, heavy electrical appliances such as laundry and dishwashing machines, personal stoves, extension cords, multiple-outlet plug adapters, halogen lamps, candles, incense, firearms, explosives, fireworks, flammable fluids, slingshots, paint ball guns, super-soakers, dangerous chemical mixtures, pellet guns, B.B. guns, ammunition (which includes but is not limited to bullets, paint balls, pellets, and B.B.s) propelled missiles, alcoholic beverages, and illegal drugs or paraphernalia. Additionally, all residents must adhere to all provisions of Policy 770 Fire Safety in On-Campus Student Residential Housing.

V. Security Doors. At no time may security doors be propped open.

W. Smoking. Pursuant to Policy 750 Tobacco-Free Campus, smoking (including vaporizers, hookahs, e-cigs, etc.) is prohibited on the University campus and within student residence facilities. Students wishing to use tobacco products must do so in the privacy of a personal vehicle. Tobacco products can only be stored in a private vehicle.

X. Soliciting Sales. Soliciting, canvassing, or the use of student residence facilities as a location for selling is prohibited unless written permission is granted by the Dean of Students. Since solicitors or other salespersons are not allowed access to the premises

except with permission from the University, students are requested to notify the front desk of violations of this rule.

Y. Violation of General Policies. Any violation of the general policies or procedures of the University as published in an official institutional publication or on the institutional website, including the intentional failure to perform any required action or the intentional performance of any prohibited action.

Z. Violation of State or Federal Laws. Any violation of state or federal laws or regulations proscribing conduct or establishing offenses, which laws and regulations are incorporated herein by reference.

AA. Violation of the Terms of the Student Housing License Agreement. By signing the Agreement, a student agrees to support and abide by the policies, rules, and disciplinary procedures governing a living and learning community.

BB. Windows and Window Screens. Students shall not tamper with windows or window screens at any time. Students are not permitted to drop, pour, throw, or hang any object from a window. Nothing may be affixed, attached to, or hung over any part of the outside of the student residence facility or hung on an outward facing window. Only University-issued blinds and window coverings may be attached to windows.

CC. Roofs and Ledges. Roofs and ledges of student residence facilities are strictly off limits. Gaining unauthorized access to a roof or ledge is prohibited.

XIII. Guidelines and Procedures for Housing Conduct Violations

Students who engage in prohibited conduct as specified in Section XII may be subject to the disciplinary processes of Housing and Residential Life, as well as other University disciplinary processes through the Office of Student Care and Conduct. The following guidelines are provided to assist students in understanding and responding to the Housing and Residential Life judicial process, including its use of incident reports, conduct violation referrals, disciplinary conferences, and applicable forms. The imposition of sanctions for conduct violations resulting from incident reports filed with regard to prohibited conduct does not preclude additional hearing and sanctioning processes through the University disciplinary process. Individual circumstances can determine varying levels of response, and sanctions can take into account the specific facts of each situation. By signing the Agreement, a student agrees to support and abide by the policies, rules and disciplinary procedures governing a living and learning community.

Responsibility for Administration. Unless indicated otherwise, all initial violations of Housing and Residential Life rules will be adjudicated by the Area Coordinators in each of their respective areas. When necessary, cases will be referred to the Associate Director of Residential Education or designee, including cases involving multiple violations of Housing rules. The

Associate Director will be responsible for adjudicating all cases referred to them and applying the appropriate sanctions. Alternately or additionally, the Associate Director may elect to refer all cases which involve multiple violations of Policy 540 Student Conduct, when inappropriate behavior persists, or when other circumstances warrant such action, to the Office of Student Care and Conduct for disposition pursuant to the University disciplinary process as provided in Policy 540 Student Conduct.

Conduct Violation Referral. Cases are adjudicated from an incident report submitted to the Area Coordinator by a Housing and Residential Life staff member and/or resident of the student residence facility. Cases may also be adjudicated from incident reports provided by the University Police.

Disciplinary Conference. A student alleged to have engaged in prohibited conduct will receive a written notice directing the student to appear for a disciplinary conference. The notice will be provided at least five (5) days prior to the date of the conference. In addition to providing the date, time, and location of the conference, the notice will inform the student of:

A. The policy/rule violation(s) for which they are being charged.

B. The opportunity to call witnesses or present other evidence on their behalf.

C. The right to be accompanied by an advisor of their choice. The advisor is not allowed to participate in the conference and may only advise the student. The advisor cannot be a student who has been charged with a conduct violation related to the same incident.

D. The right to a copy of the Incident Report, if any, on which the conference is being held.

At the conference, the student will be interviewed by the appropriate Housing and Residential Life official. During this interview, the student will be advised as to what Housing policies/rules have allegedly been violated and will be given an opportunity to explain their version of the act or incident, or to otherwise refute the allegations.

The Housing and Residential Life official will review the incident, taking into account the information provided by the student. A determination will be made as to whether policy/rule was violated or not, and the student will be advised as to whether or not sanctions are warranted. The standard of proof required for a finding of violation of the Housing and Residential Life Rules shall be the preponderance of the evidence.

At the conclusion of the disciplinary conference, or at a later point as deemed necessary, the student will be provided a disposition form indicating what violation(s) the student has been found responsible for and the sanction imposed. The decision of the Housing and Residential Life official is final.

Effect of Noncooperation. A student who fails to cooperate, ignores, or otherwise does not respond after receiving notice of the disciplinary conference may be subject to temporary measures such as having the locks changed on their assigned living space or having their student ID card blocked. If the student continues to not respond, the Associate Director of Residential Education or designee will initiate action for possible cancellation of the Agreement and removal of the student from their assigned living space.

Failure to Comply with Sanctions. It is expected that all sanctions will be completed within the time frame given in writing to the student. Failure to comply with sanctions in a timely manner may result in a meeting with the Associate Director of Residential Education or designee. The Associate Director of Residential Education may give a written extension if such is deemed appropriate, or may initiate the disciplinary process to consider this violation.

XIV. Housing Disciplinary Sanctions

Upon a determination that a student has violated any of the Housing and Residential Life disciplinary offenses set forth in this policy or the general policies of the University, disciplinary sanctions may be imposed, either singly or in combination. Following is a non-exclusive list of potential sanctions:

A. Restitution. Restitution may be required in situations which involve destruction, damage, or loss of property. When restitution is required, the student is obligated to compensate a party or parties for a loss suffered as a result of the violation(s). Any such payment in restitution shall be limited to actual cost of repair, replacement, or financial loss.

B. Housing Probation. If a student is engaging in repeated or continuing prohibited conduct, the student may be placed on Housing probation. The student will be informed that during this time period any further violations may be cause for cancellation of the Agreement.

C. Residential Service. A student may be required to perform specified tasks or service to the student residence facility community under the supervision of a University official.

D. Community Impact Statement/Project. A student may be required to complete a written paper, project, or presentation which relates to the offense.

E. Involuntary Reassignment. A student may be involuntarily moved to another student residence facility if warranted by their behavior.

F. Cancellation of Agreement. A student's Agreement is canceled, and the student must vacate their assigned living space within twenty-four (24) hours of notification or as directed by the appropriate Housing and Residential Life official. No refund of fees for the academic year will be made if the student is required to vacate assigned living space for disciplinary reasons.

XV. Special Regulations Applicable to ~~Womack Lane Apartments~~ Womack Commons

A. Third Party Owned Housing. Womack Commons is owned by Madrone – MTSU Student Housing I, LLC (the "Company"), and operated and managed by the University as its agent for the Company. If you are assigned to Womack Commons, you will enter into a License Agreement with the University, as agent for the Company, which will require you to acknowledge that the License Agreement has been assigned by the Company in favor of Regions Bank, its successor, and assigns (the "Trustee"). In the future and during the term of the License Agreement, you may be required to follow the instructions of the Trustee, its designee or subsequent owner upon the terms set forth in such License Agreement. As a Student entering into a License Agreement for the Third Party Owned Facility, you will be required to authorize disclosure of your personal information to the Company to the extent necessary to facilitate the License Agreement.

~~Womack Lane Apartments are available for the use of full-time students with a spouse, and/or a dependent child or dependent children who will reside on campus with the full-time student. A student does not have to attend school during the Summer sessions, provided the student enrolls full-time the following semester. A one (1) bedroom furnished apartment will be assigned to a family unit of three (3), and a two (2) bedroom unfurnished apartment will be assigned to a family unit no larger than five (5).~~

~~Information Requested by the University. Students shall submit to the University, upon request, signed statements or other required documents setting forth the pertinent facts concerning their household composition and student status. The University may reexamine such information periodically for the purpose of determining the right of continued occupancy.~~

~~Supervision of Children. Parents, legal guardians, and babysitters are responsible for providing appropriate care and supervision for children in their care and are responsible for the conduct of such children while the children are on Womack Lane Apartments property and MTSU campus grounds. Children under twelve (12) years of age must be accompanied by a parent, guardian, or other adult while on the Womack Lane Apartments property, including the Womack Lane Apartments playground or in the Womack Lane Apartments Center.~~

XVI. Miscellaneous Regulations

A. Transfer or Subletting Assigned Living Space. Students shall not transfer possession, lease, or sublet the assigned living space nor give accommodations to roomers, boarders, or lodgers, and any attempted assignment or subleasing shall be void without the written consent of the University.

B. Rubbish, Garbage, and Waste. Students shall deposit garbage, rubbish, and other waste in a manner prescribed by the University and laws and ordinances covering the use of the premises. At no time are personal garbage bags or cans permitted in hallways, breezeways, lobbies, etc. Examples of other personal items not permitted in student

residence facilities and/or common areas include but are not limited to boxes, furniture, and appliances.

C. Liability for Loss or Damage.

1. The University does not maintain insurance on any personal property of students, and all personal property of students on the premises shall be at the risk of the student. The University shall not be liable for any damages to, or theft of, personal property of students in student residence facilities.

2. The University shall not be liable for any damages or injuries to any student ~~or the occupants of student residence facilities,~~ or to guests or invitees of such students resulting from any act or failure to act by the student or any other ~~occupant~~ resident of the premises, or from any lack of repair of the facility or any accident occurring in or about the facility, except as authorized by and allowed pursuant to T.C.A. §§ 9-8-301, et. seq.
   Each student who occupies an assigned living space agrees to indemnify and hold the University harmless from and against any and all claims, damages, or causes of action whatsoever, asserted by any person arising out of or in any way connected with the use of the premises by the student.

D. Residential Parking. Residence parking areas are reserved for the occupants of student residence facilities. All on-campus residents with vehicles are required to purchase an appropriate parking decal from Parking and Transportation Services. ~~Stickers for Womack Lane families are limited to two (2) per apartment.~~ Unauthorized vehicles and/or abandoned or immobile vehicles will be cited and/or removed at the owner's expense.

E. Refrigerator Guidelines. Small refrigerators are permitted in assigned living spaces provided they are no larger than 3.7 cubic feet and do not exceed 3.0 amps.

F. Storage. Storage of all household or personal property outside of assigned living spaces shall be in such manner as prescribed by the University. Students shall not store items in areas including but not limited to attics, breezeways, hallways, lobbies, or underneath assigned living spaces.

G. Untimely Payment of Fees. Any student resident who fails to make timely payment of all fees due under the terms of the License Agreement will be liable for all expenses of collection, including court costs and attorneys' fees.

XVII. Missing Students

See Policy 720 Missing Residential Student Notification.

XVIII. Exceptions

Exceptions to the policy may only be granted by the University President or designee.

Forms: none.

Revisions: June 5, 2017 (original); September 14, 2021; March 18, 2025; July 2025; March 2025.

Last Reviewed: March 20256~~5~~.

References: Policies 540 Student Conduct; 685 Disposal of Surplus Property; 720 Missing Residential Student Notification; 750 Tobacco-Free Campus; 770 Fire Safety in On-Campus Student Residential Housing; 910 Information Technology Resources; Tennessee Sexual Offender and Violent Sexual Offender Registration, Verification and Tracking Act of 2004; T.C.A. §§ 9-8-301 et. seq.; Higher Education Act of 2008.

541 Residential Life and Housing Policy

Approved by Board of Trustees
Effective Date:
Responsible Division: Student Affairs
Responsible Office: Dean of Students' Office
Responsible Officer: Dean of Students through University Discipline and Rules Committee

I. Purpose

A student residence facility is a densely populated community composed of students with many different interests, habits, and tastes. Middle Tennessee State University (MTSU or University) is committed to the concept that on-campus student residence facilities should provide an atmosphere conducive to both living and learning where, in a spirit of cooperation and consideration for others, students may live, study, and relax together. This policy provides rules to establish and maintain that atmosphere.

II. Definitions

A. Assigned Living Space. The personal dwelling unit of a student and/or occupant residing within a student residence facility.

B. Guest(s). Any person invited by a student resident, occupant, or the University to visit in a student residence facility.

C. License Agreement (Agreement). The contract document setting forth the terms of occupancy of any student residence facility/unit as between the University and student residents that occupy any such student residence facility/unit.

D. Premises. Any student residence facility owned or operated by the University to provide housing accommodations for student residents.

E. Prepayment Fee. A payment required by the University to secure assigned living space within a student residence facility prior to taking occupancy of a particular assigned living space. The prepayment fee is applied toward housing costs except where forfeitures apply.

F. Semester Fee. The payment required to occupy an assigned living space within a student residence facility for a specified term.

G. Student(s). For the purposes of this policy, student refers to the individual officially enrolled and residing on premises in an assigned living space who is a signatory to the License Agreement. The student(s) may also be referred to as resident(s).

III. Eligibility

Full-time students officially admitted and enrolled at the University for the Fall or Spring semester shall be eligible to reside in a student residence facility during their period of enrollment. Part-time students are not eligible to reside in student residence facilities unless a waiver is provided by the Director of Housing and Residential Life. Such waivers shall be granted on a case-by-case basis. Students who drop below full-time enrollment during the academic year should not assume they will be released from the obligations of their Agreement. Student residence facilities may be leased/licensed to other persons in connection with programs and activities on campus at the discretion of the University.

All students, with the exception of students who are prohibited by federal or state law from residing in student residence facilities for any reason, shall have an equal opportunity to reside in student residence facilities regardless of race, color, religion, creed, ethnic or national origin, sex, sexual orientation, gender identity/expression, familial status, age or disability, provided that separate student residential facilities may be established on the basis of sex.

Summer housing is available to MTSU students enrolled in summer courses.

No person who is registered or required to register as a sex offender pursuant to the Tennessee Sexual Offender and Violent Sexual Offender Registration, Verification and Tracking Act of 2004, as amended, T.C.A. §§ 40-39-201, et. seq., shall be eligible to reside in any on-campus student residence facility.

IV. Application Process

Application Process and Fees. Students must make application for permission to reside in a student residence facility by returning a completed application signed by the student and, as applicable, the student's parent/guardian or student's spouse. A completed application, including the required signatures, indicates acceptance of the terms and conditions contained in the Agreement. The completed application shall be incorporated by reference as an exhibit to the signed Agreement.

At the time of application, the Student must also submit a prepayment fee. Semester fees are due and must be paid during the fee payment period at the beginning of the term. Fees are subject to change each year. See Housing Rates for Fall/Spring or Spring Only or contact

Housing and Residential Life (Housing) at 615-898-2971 or by email at housing@mtsu.edu for additional information and current fee rates.

The prepayment fee is refundable prior to first check-in date according to the schedule included in the Student Housing License Agreement and Section V below. All cancellations must be submitted in writing to Housing and Residential Life, MTSU Box 6, Murfreesboro, TN 37132 or by email to housing@mtsu.edu.

Mandatory Board Plan for Freshmen. Students classified as freshmen are required to purchase an approved board plan option.

Required Immunizations. All new incoming students who live on campus are required to provide proof of adequate immunization against Meningococcal disease after their 16th birthday and within the last five (5) years. Some exemptions exist for students who provide the appropriate medical or religious exemption form to Student Health Services. New incoming students living in on-campus housing will not have the option of refusing this immunization without providing Student Health Services with appropriately executed medical or religious exemptions. To ensure compliance, students are eligible for housing assignment contingent on proof of adequate immunization against Meningococcal disease. This means a housing application will be accepted but a living space cannot be assigned until vaccination against the Meningococcal disease is confirmed by MTSU Student Health Services. For more information on all required immunizations, see Health Services website.

V. Student Housing License Agreement

The Agreement contains applicable provisions regarding prepayment, cancellations, and refunds. Students are responsible for compliance with each provision and term of the Agreement and this policy. A copy of the Agreement may be found at www.mtsu.edu/housing. Prospective students should request a copy of the agreement from Housing and Residential Life.

The term of an Agreement is for the full academic year (Fall and Spring semesters). The Student who enrolls in the University for the Fall semester and who signs an Agreement agrees to reside in a student residence facility for both the Fall semester and the Spring semester provided they enroll in the University during both semesters. Agreements entered into any time after the first (1st) day of the Fall semester or Spring semester continue in effect until the close of the academic year.

Students must check out of their student residence facility within twenty-four (24) hours of withdrawing from the University or failing to enroll in classes at the University.

Assignment/Subletting. No student shall assign the license to use any assigned living space within a student residence facility or sublet any assigned living space within the student residence facility. Any attempted assignment shall be void without the written consent of the University.

Cancellation of the Agreement; Refunds. The student or University may cancel the Agreement if the living space becomes unavailable at any time following the execution of the Agreement. In addition, the student or University may cancel the agreement under the circumstances indicated below:

A. Prior to the beginning of the Term.

    1. If the student completes the application process and is assigned a living space but does not enroll in classes for Fall and/or Spring term and fails to properly check in prior to the first day of classes for any given term, University may cancel the Agreement. The student will be considered a no-show subject to forfeiture of their prepayment amount. In cases between terms where the student's personal items have been stored as an accommodation during a non-contract period, student will be subject to forfeiture of their prepayment as well as storage fees and associated costs for removal of personal belongings.

    2. Prepayment fee refunds. The amount of any refund of the prepayment fee is made based on the cancellation postmark date, the date a confirmed cancellation email was sent, or the date of hand delivery of the written notice of cancellation. The schedule for refunds, including dates and amounts is specified in the Agreement.

B. During the Term of the Agreement. The Agreement may be cancelled consistent with the criteria identified below:

    1. If the student officially withdraws from the University and has complied with check-out procedures, University may cancel the Agreement for the remaining portion of the term. If the student enrolls for Spring term, the Agreement will be reinstated and appropriate charges will be assessed to student's account.

    2. If the student does not plan to enroll for the Spring term and notifies University in writing, the Agreement will terminate on the day of the student's last Fall term exam or graduation date, if the student is among those scheduled, in advance, to graduate and not scheduled to return to the University in a student status. If the student enrolls for Spring term, the Agreement will be reinstated and appropriate charges will be assessed to student's account.

    3. Students who participate in an off-campus academic experience may be eligible for release from the Agreement provided the experience requires the student's regular and/or continued presence at a location significantly distant from the campus so as to constitute an undue hardship on the student, to be determined at the discretion of University. If termination is granted, the Agreement will terminate on the day of the student's last fall term exam or graduation date, if the student is among those scheduled, in advance, to graduate. Students seeking this option must petition for

such relief by submitting, prior to November 15, a License Agreement Cancellation Request form outlining the academic experience. The student will be required to provide supportive documentation from the college and/or internship site or assignment.

4. In the event the assigned living space is destroyed or otherwise rendered uninhabitable and University does not provide alternative assigned living space, the Agreement will be cancelled and housing fees will be refunded on a prorated basis.

5. Prepayment fee refunds. In addition to circumstances set forth above, a refund of prepayment fees may be made under the following conditions:

    a. Fall Residents Not Enrolling for the Spring Term. The prepayment fee may be refunded as specified below provided the student has appropriate prepayment on file. The amount of any refund of the prepayment fee is made based on the cancellation postmark date, the date a confirmed cancellation email was sent, or the date of hand delivery of the written notice of cancellation. The schedule for refunds, including dates and amounts of such refund, is specified in the Agreement.

    b. A full prepayment refund is available under the following conditions:

        (1) The student is prevented from attending the University because of a medical reason(s) confirmed in writing by a licensed healthcare professional deemed acceptable at the discretion of the University and, due to withdrawal from the University, must cease to occupy assigned living space.

        (2) Residence space is not available.

        (3) The death of the student.

6. Semester fee refunds. In addition to the circumstances set forth above, a refund of semester fees may be made under the following conditions:

    a. Refund of semester fees will be made on a prorated weekly calendar basis if the student is forced to withdraw from the University for a medical reason(s) which must be confirmed in writing by a licensed healthcare professional deemed acceptable at the discretion of University and, due to withdrawal from the University, must cease to occupy assigned living space.

    b. Refund of semester fees will be made on a prorated weekly calendar basis if the student is requested to leave the premises for other than disciplinary reasons.

c. No refund of fees for the academic year will be made if student is required to vacate assigned living space for disciplinary reasons.

d. A full refund of housing fees will be made in the event of student's death.

e. Withdrawals for other reasons will be subject to University's fee adjustment period as outlined in the registration guide.

7. The University assumes no responsibility for any delay or failure to perform any terms or conditions of the Agreement due to a force majeure, including, but not limited to, fire, earthquake, hurricane, flood, severe storms, acts of God, strikes or labor disputes, riots or civil disturbances, war, national emergency, terrorism, threats of sabotage or terrorism, explosions, plagues, epidemics, pandemics, acts of governmental authorities, or any other occurrence beyond the University's reasonable control. In the event of a force majeure, the University reserves the right to modify housing accommodations and access to dining services.

VI. Housing Assignment

The University reserves the right to make all housing assignments and to make any assignment changes or transfers considered necessary. Assignments are made without regard to race, color, national origin, religion, sex, familial status, or disability, although separate student residence facilities or areas of student residence facilities may be established on the basis of sex.

Housing assignments are made based on the date of application, payment of applicable fees, and submission of required immunization documentation. A specific building, type of room, and specific roommate cannot be guaranteed.

Special living-learning programs may include specific additional criteria for participation/assignment.

In the event any occupant of a multiple occupancy student residence facility ceases to reside in the assigned living space for any reason, the University shall have the right to reassign the remaining occupants to another student residence facility on campus.

Changes to Assigned Living Space**.** Students may submit requests for changes to their assigned living space to Housing and Residential Life. Students moving out of or into a student residence facility without having written authorization from Housing and Residential Life will be in violation of the Agreement. All changes are authorized on a space-available basis.

VII. Check-In and Check-Out

Students may move into their assigned living space by reporting to check-in locations during the dates and times specified in their Agreements. Unless previous arrangements have been made, any student who fails to check in during the specified dates and times will forfeit their original room assignment. Students who fail to check into their student residence facility and who also fail to enroll in classes by the late registration deadline will forfeit their prepayments as specified in the Student Housing License Agreement section of this policy and in the Agreement. An enrolled student who fails to check into the student residence facility but who has not been granted a release from their Agreement will remain subject to the financial obligation incurred by signing the Agreement.

Each student must check out in person with the area coordinator or designated representative at the end of each semester and turn in all keys to the assigned living space. Their assigned living space must be clean and all personal property must be stored or removed. Housing and Residential Life assumes no responsibility for property left in assigned living spaces after check-out and/or student residence facility closing. Where applicable, additional charges for cleaning the assigned living space or removing abandoned items may be assessed to the student's account.

VIII. Responsibility for and Maintenance of Property

Responsibility for Personal Property. The University does not assume any legal obligation to pay for the loss or damage to personal property of residents occurring in its buildings or on its grounds. Students or their parents are encouraged to carry appropriate insurance to cover such losses.

Aid in Maintenance. Students shall assist and cooperate with the University in the care and maintenance of the premises and shall report promptly to their student residence facility staff any breakage, damage, or need for repair of the student's assigned living space, facilities, or equipment therein. Students shall not adjust or tamper with any mechanical equipment.

Students are responsible for the care and preservation of their assigned living spaces and all University-owned equipment and furnishings. All students will complete a room inventory when they establish occupancy. Damages occurring during their period of occupancy beyond normal wear will be assessed to the individual(s) responsible as will unusual cleaning charges. Furnishings must not be removed from the assigned living space or public areas without the authorization of the area coordinator. Students shall make no alterations, changes, repairs, remodeling, or painting of the assigned living space. Pictures and other materials may be posted on walls within the assigned living space using a non-defacing adhesive. No nails or screws may be driven into any wall. The student(s) responsible will bear the cost of repair or replacement for damaged or misplaced furnishings. Costs for damages or loss occurring in the public areas of a building will be shared equally by all students responsible for that area of the

building when the damage or loss cannot be attributed to specific individuals. A minimum damage charge of one dollar ($1.00) per occurrence will be assessed to each student.

Each student agrees to pay the University, immediately upon demand, for any and all damages to the assigned living space, including but not limited to damages to exterior or interior walls, ceilings, floors, windows, doors, locks, hardware, plumbing fixtures, cabinets, shrubbery, lawn, appliances, fixtures, and furnishings of the assigned living space and its surrounding premises, if such damage is caused by an act or failure to act by the student or guests of the student.

Removal of Personal Property; Abandoned Property. Personal property of any kind that remains in an assigned living space either after a student: (1) withdraws from classes at the University, (2) has their Agreement terminated, (3) is otherwise relocated (from building to building, from room to room, from side to side, or within the designated area assigned), (4) has checked out; or, (5) after the facilities have been closed, will be considered abandoned property. The University shall have the right to remove the student's personal property and store the belongings. The University will then dispose of such items in accordance with Policy 685 Disposal of Surplus Property. Any applicable cleaning, packing, or storage charges will be assessed to the student's account. Housing assumes no responsibility for abandoned property that is lost, stolen, or damaged during packing, storage, or disposal.

IX. Safety and Security

Residents must share responsibility for maintaining a safe and secure residential community. Residents should keep their doors and windows locked any time they are out of the assigned living space, even for short periods of time. Residents who do not keep their doors and windows locked any time they are out of the assigned living space, or who prop open wing or building doors may be subject to disciplinary action. All visitors to student residence facilities must enter/exit only from the main entrance/door of the building, unless special permission has been secured from the area coordinator. Residents leaving the building through locked security doors are responsible for ensuring that the doors close to the locked position.

During holiday periods, doors and windows should be securely locked, and window shades should be opened. Items of value should not be left in the assigned living space over a holiday period. Any theft or losses should be reported to the University Police. Housing and Residential Life is not responsible for loss, damage, or theft of personal property. Residents and/or their parents are strongly encouraged to carry appropriate insurance to cover the potential theft, loss, or damage of personal property.

Card Access Systems. All students are expected to carry and tap their own student identification (ID) cards to enter student residence facilities with an installed card access system. Students who experience difficulty using their ID cards to gain entry to a building should contact the front desk of the student residence facility. As a security precaution, students who lose their ID cards should report the loss to the front desk of the student residence facility and the ID Office. Residents are not permitted to share or loan their ID cards with other persons.

Keys. All keys to assigned living spaces are the property of the University, and a student may not have duplicate keys made. Students who misplace their keys and need access to their assigned living spaces should contact the front desk of the student residence facility to be issued a temporary key. As a security precaution, students who lose their keys will have their locks changed and the core replaced and will be charged the appropriate fee. Residents are not permitted to share or loan their keys to other persons.

Fire safety. The sounding of false fire alarms and tampering with firefighting or safety equipment, including extinguishers, hoses, EXIT signs, and the alarm system is prohibited. Residents are responsible for safely evacuating the building immediately upon the sounding of the alarm or as otherwise directed by student residence facility staff.

Fire drills. Each student residence facility will conduct a minimum of two (2) fire exit drills each semester. One (1) will be announced and notice given to all building staff and residents. One (1) will be unannounced without notice to either the building staff or residents.

Disease. Students will report immediately to the University any infectious or contagious disease occurring within the student residence facility.

X. Entry and Inspections

A student's assigned living space may be entered at all reasonable times to examine and inspect the space for maintenance, health, safety, emergency purposes, or to render service and/or repairs to the assigned living space. Students shall permit the duly authorized agent, employee, or representative of the University to enter without notice any part of the assigned living space during reasonable hours for the purpose of inventory, maintenance inspections, improvements, or repair to any part of such assigned living space.

A student's assigned living space may be inspected with the consent of the student or any other student assigned to the living space.

All entries and inspections shall be conducted in accordance with federal and state laws.

Health and Safety Inspections; Maintenance Inspections. Health and safety inspections will be conducted in all student residence facilities on a monthly basis by Housing and Residential Life staff to determine compliance with safety, health, and maintenance standards. Notice will be given prior to these inspections. Maintenance inspections occur when a work order has been submitted or when Housing and Residential Life staff becomes aware of an issue. These inspections will be conducted by University personnel during reasonable hours. Residents who fail to comply with the safety, health, and maintenance standards may be subject to disciplinary action.

XI. Visitation

Students and occupants shall be responsible for the compliance of their invited guests with this policy.

A. Visitation hours will be 10:00 a.m. until midnight Sunday through Thursday, and 10:00 a.m. until 2:00 a.m. on Friday and Saturday. All guests are required to check in at the front desk or other designated area and must be escorted at all times. Guests are not to wander in the student residence facilities nor are they permitted in residential bathrooms; appropriate opposite sex guest bathrooms are located in the lobby. If escorted at all times by the host, guests are permitted in any common area of the student residence facility.

B. Guests will be permitted in assigned living spaces only with the permission of the other residents of the assigned living space. Interference with another residents' privacy, use, and enjoyment of the assigned living space will not be allowed.

C. Visitation hours during summer sessions will be 10:00 a.m. until midnight Sunday through Thursday, and 10:00 a.m. until 2:00 a.m. on Friday and Saturday.

D. It is the responsibility of all students to be aware of the visitation hours/policy for the student residence facility they are visiting.

E. A register will be maintained at the front desk of each residence facility that has twenty-four (24) hour staff. Students having guests are responsible for seeing that their guests provide identification and sign the register when entering and leaving the student residence facility as directed by the student residence facility staff.

F. Each guest must be escorted by the student host from the lobby to the assigned living space they are visiting and from the assigned living space back to the lobby.

G. Room checks may be made at any time during visitation by student residence facility personnel. Violations of visitation guidelines will be reported to the appropriate area coordinator of the participating student residence facility.

H. There will be no more than a total of five (5) guests in an assigned living space at any given time except in cases where guests are members of the student's immediate family.

I. Any student who violates visitation policies or whose guests violate visitation policies may lose subsequent visitation privileges.

J. Visitation regulations apply to all guests regardless of gender.

K. Overnight guests of the same sex are permitted, if the following conditions are met:

1. The guest is registered with the area coordinator prior to staying overnight.

2. The student host informs the guest of student residence facility regulations and accepts responsibility for the guest's conduct.

3. Permission for a guest to stay more than two (2) consecutive nights must be obtained from the Director, Housing and Residential Life and/or designee.

XII. Housing Disciplinary Offenses

Students and guests are subject to, and shall comply with, the rules and policies of the University, as well as all federal and state laws. Violators are subject to appropriate disciplinary action.

The following is a non-exclusive list of offenses for which students may be subject to disciplinary action through the process set out in Section XIV. Students may be subject to additional disciplinary charges and sanctions through the Office of Student Care and Conduct pursuant to Policy 540 Student Conduct. Violations may also result in cancellation of the student's Agreement.

A. Alcohol. The use and/or possession of alcoholic beverages is prohibited in all student residence facilities. Empty alcohol containers (including but not limited to bottles, cans, shot glasses, flasks, and kegs) may not be used for display purposes in any student residence facility or assigned living space.

B. Bicycles and Motorcycles. Parking or storing bicycles, mopeds, or motorcycles is not permitted in hallways, stairways, outside walkways, fire escapes, or lobbies of student residence facilities. Bicycles may be kept inside the student residence facility in bicycle storage rooms or assigned living spaces, providing they do not block entrances or exits. Bicycles may not be kept in public areas (i.e. hallways, lounges, stairwells, etc.).

C. Business or Commercial Use. Student residence facilities may not be used for any business or commercial purpose. The facilities are to be used for residential purposes only.

D. Computer and Network Acceptable Use. Policy 910 Information Technology Resources is intended to prevent abuses of equipment and services, and to ensure that the use of computers and networks honors the public trust and supports the University's mission to educate students, conduct research, and provide public service. Using MTSU and state resources for unauthorized copying and/or distribution of copyright-protected information, music, video, and software is prohibited.

E. Construction. No construction of any kind is allowed without prior written consent of the University.

F. Data Service. All student residence facilities have direct data network access via Ethernet jack and wireless. All residents using the MTSU data network must adhere to all provisions of Policy 910 Information Technology Resources.

1. Wireless routers are not permitted.

2. Servers of any type are not allowed in student residence facilities. This includes but is not limited to Web, FTP, telnet, game, peer-to- peer, and file servers. Servers discovered in operation are subject to disconnection.

3. Distributing copyrighted material without permission is not permitted and may result in suspension of network access as well as other sanctions.

4. Internet Protocol (IP) addresses are centrally assigned and may not be changed. To receive this address and other necessary configuration information, the network card must be set to obtain address information automatically via Dynamic Host Configuration Protocol (DHCP). Computers attempting to circumvent this registration and assignment process are subject to disconnection.

G. Disturbances or Nuisances. No student resident shall permit or create a nuisance or disturb any other residents of the facility. Students shall not conduct or permit activities in their student residence facilities that would, in any manner, create disturbances or cause disruption to other residents.

H. Drugs. The unlawful use and/or possession of drugs and/or drug paraphernalia is prohibited on the University campus and in all student residence facilities. Students found in violation of drug or drug-related policies maybe removed from the student residence facility and be responsible for paying out the academic year Agreement in full. Any reasonable suspicion of drug use or possession including odor of burnt or raw marijuana, physical characteristics of impairment, and/or possession of any paraphernalia that can be used for drug consumption will lead to an investigation and possible violation of this rule.

I. Electrical Kitchen Appliances. Appliances with open heating elements or air fryers may not be operated in student residence facilities except that apartment residents are permitted to have toasters, toaster ovens and coffee pots in their kitchen.

J. Failure to Comply with Sanctions. Failure to fully comply with disciplinary sanctions imposed subsequent to the process set forth in Section XIV.

K. Failure to Cooperate with Institutional Officials. Any act of insubordination or failure to cooperate with University officials, including all levels of Housing and Residential Life

staff acting in the performance of their duties, is grounds for the immediate termination of the Agreement.

L. Fire Hazards. Students shall permit no combustible material to be kept in an assigned living space or on the premises and shall take every precaution to prevent fires. Fire escapes shall be kept clear of all items and shall be used in case of emergency only. Students will not store or lock anything on or immediately adjacent (within two [2] feet) to electrical meters or conduits from these meters leading into student residence facilities.

M. Fire Safety. The sounding of false fire alarms and tampering with firefighting or safety equipment, including extinguishers, hoses, EXIT signs, and the alarm system is prohibited. Residents are responsible for safely evacuating the building immediately upon the sounding of the alarm or as otherwise directed by student residence facility staff. Students failing to appropriately evacuate the building may be subject to disciplinary action.

N. Firearms, Explosives, Fireworks, and Inflammables. The possession or use of firearms, slingshots, paint ball guns, super-soakers, explosives, fireworks, inflammable fluids, dangerous chemical mixtures, pellet guns, B.B. guns, propelled missiles, or ammunition (which includes but is not limited to bullets, paint balls, pellets, and B.B.s) is prohibited.

O. Heating. Students shall not use any appliances for heating except those provided with prior written consent of the University.

P. Illegal activities. Illegal activities of any kind within student residence facilities are prohibited.

Q. Keys. Keys to assigned living spaces are the property of the University, and a student may not have duplicate keys made.

R. Noise and Quiet Hours. The primary aim of Housing and Residential Life is to maintain an atmosphere conducive to the pursuit of residents' academic goals and to provide an opportunity for uninterrupted study and rest. Courtesy hours are in effect twenty-four (24) hours a day. Unnecessary noise, from whatever the source, must be discontinued upon request. Quiet hours are in effect from 9:00 p.m. until 9:00 a.m. every day. Strict quiet hours will be in effect twenty-four (24) hours a day beginning one (1) day prior to the start of final exams and will continue through the end of the exam period.

S. Pets. No pets of any kind are allowed in the student residence facilities, with the exception of fish contained in one aquarium no larger than ten (10) gallons. This does not exclude accommodations required pursuant to federal and/or state law.

T. Maintenance of Premises. Students shall maintain the premises, including their yards, in a neat and orderly condition. No refuse, loose paper, cans, bottles, etc., shall be permitted to accumulate outside or underneath assigned living spaces.

U. Prohibited Items. The following is a non-exhaustive list of items which are prohibited in student residence facilities: water-filled furniture, personal air conditioners, unauthorized refrigerators, freezers, air fryers, pianos, exterior aerials or antennas, heavy electrical appliances such as laundry and dishwashing machines, personal stoves, extension cords, multiple-outlet plug adapters, halogen lamps, candles, incense, firearms, explosives, fireworks, flammable fluids, slingshots, paint ball guns, super-soakers, dangerous chemical mixtures, pellet guns, B.B. guns, ammunition (which includes but is not limited to bullets, paint balls, pellets, and B.B.s) propelled missiles, alcoholic beverages, and illegal drugs or paraphernalia. Additionally, all residents must adhere to all provisions of Policy 770 Fire Safety in On-Campus Student Residential Housing.

V. Security Doors. At no time may security doors be propped open.

W. Smoking. Pursuant to Policy 750 Tobacco-Free Campus, smoking (including vaporizers, hookahs, e-cigs, etc.) is prohibited on the University campus and within student residence facilities. Students wishing to use tobacco products must do so in the privacy of a personal vehicle. Tobacco products can only be stored in a private vehicle.

X. Soliciting Sales. Soliciting, canvassing, or the use of student residence facilities as a location for selling is prohibited unless written permission is granted by the Dean of Students. Since solicitors or other salespersons are not allowed access to the premises except with permission from the University, students are requested to notify the front desk of violations of this rule.

Y. Violation of General Policies. Any violation of the general policies or procedures of the University as published in an official institutional publication or on the institutional website, including the intentional failure to perform any required action or the intentional performance of any prohibited action.

Z. Violation of State or Federal Laws. Any violation of state or federal laws or regulations proscribing conduct or establishing offenses, which laws and regulations are incorporated herein by reference.

AA. Violation of the Terms of the Student Housing License Agreement. By signing the Agreement, a student agrees to support and abide by the policies, rules, and disciplinary procedures governing a living and learning community.

BB. Windows and Window Screens. Students shall not tamper with windows or window screens at any time. Students are not permitted to drop, pour, throw, or hang any object from a window. Nothing may be affixed, attached to, or hung over any part of the outside of the student residence facility or hung on an outward facing window. Only University-issued blinds and window coverings may be attached to windows.

CC. Roofs and Ledges. Roofs and ledges of student residence facilities are strictly off limits. Gaining unauthorized access to a roof or ledge is prohibited.

XIII. Guidelines and Procedures for Housing Conduct Violations

Students who engage in prohibited conduct as specified in Section XII may be subject to the disciplinary processes of Housing and Residential Life, as well as other University disciplinary processes through the Office of Student Care and Conduct. The following guidelines are provided to assist students in understanding and responding to the Housing and Residential Life judicial process, including its use of incident reports, conduct violation referrals, disciplinary conferences, and applicable forms. The imposition of sanctions for conduct violations resulting from incident reports filed with regard to prohibited conduct does not preclude additional hearing and sanctioning processes through the University disciplinary process. Individual circumstances can determine varying levels of response, and sanctions can take into account the specific facts of each situation. By signing the Agreement, a student agrees to support and abide by the policies, rules and disciplinary procedures governing a living and learning community.

Responsibility for Administration. Unless indicated otherwise, all initial violations of Housing and Residential Life rules will be adjudicated by the Area Coordinators in each of their respective areas. When necessary, cases will be referred to the Associate Director of Residential Education or designee, including cases involving multiple violations of Housing rules. The Associate Director will be responsible for adjudicating all cases referred to them and applying the appropriate sanctions. Alternately or additionally, the Associate Director may elect to refer all cases which involve multiple violations of Policy 540 Student Conduct, when inappropriate behavior persists, or when other circumstances warrant such action, to the Office of Student Care and Conduct for disposition pursuant to the University disciplinary process as provided in Policy 540 Student Conduct.

Conduct Violation Referral. Cases are adjudicated from an incident report submitted to the Area Coordinator by a Housing and Residential Life staff member and/or resident of the student residence facility. Cases may also be adjudicated from incident reports provided by the University Police.

Disciplinary Conference. A student alleged to have engaged in prohibited conduct will receive a written notice directing the student to appear for a disciplinary conference. The notice will be provided at least five (5) days prior to the date of the conference. In addition to providing the date, time, and location of the conference, the notice will inform the student of:

A. The policy/rule violation(s) for which they are being charged.

B. The opportunity to call witnesses or present other evidence on their behalf.

C. The right to be accompanied by an advisor of their choice. The advisor is not allowed to participate in the conference and may only advise the student. The advisor cannot be a student who has been charged with a conduct violation related to the same incident.

D. The right to a copy of the Incident Report, if any, on which the conference is being held.

At the conference, the student will be interviewed by the appropriate Housing and Residential Life official. During this interview, the student will be advised as to what Housing policies/rules have allegedly been violated and will be given an opportunity to explain their version of the act or incident, or to otherwise refute the allegations.

The Housing and Residential Life official will review the incident, taking into account the information provided by the student. A determination will be made as to whether policy/rule was violated or not, and the student will be advised as to whether or not sanctions are warranted. The standard of proof required for a finding of violation of the Housing and Residential Life Rules shall be the preponderance of the evidence.

At the conclusion of the disciplinary conference, or at a later point as deemed necessary, the student will be provided a disposition form indicating what violation(s) the student has been found responsible for and the sanction imposed. The decision of the Housing and Residential Life official is final.

Effect of Noncooperation. A student who fails to cooperate, ignores, or otherwise does not respond after receiving notice of the disciplinary conference may be subject to temporary measures such as having the locks changed on their assigned living space or having their student ID card blocked. If the student continues to not respond, the Associate Director of Residential Education or designee will initiate action for possible cancellation of the Agreement and removal of the student from their assigned living space.

Failure to Comply with Sanctions. It is expected that all sanctions will be completed within the time frame given in writing to the student. Failure to comply with sanctions in a timely manner may result in a meeting with the Associate Director of Residential Education or designee. The Associate Director of Residential Education may give a written extension if such is deemed appropriate, or may initiate the disciplinary process to consider this violation.

XIV. Housing Disciplinary Sanctions

Upon a determination that a student has violated any of the Housing and Residential Life disciplinary offenses set forth in this policy or the general policies of the University, disciplinary sanctions may be imposed, either singly or in combination. Following is a non-exclusive list of potential sanctions:

A. Restitution. Restitution may be required in situations which involve destruction, damage, or loss of property. When restitution is required, the student is obligated to compensate a party or parties for a loss suffered as a result of the violation(s). Any such payment in restitution shall be limited to actual cost of repair, replacement, or financial loss.

B. Housing Probation. If a student is engaging in repeated or continuing prohibited conduct, the student may be placed on Housing probation. The student will be informed that during this time period any further violations may be cause for cancellation of the Agreement.

C. Residential Service. A student may be required to perform specified tasks or service to the student residence facility community under the supervision of a University official.

D. Community Impact Statement/Project. A student may be required to complete a written paper, project, or presentation which relates to the offense.

E. Involuntary Reassignment. A student may be involuntarily moved to another student residence facility if warranted by their behavior.

F. Cancellation of Agreement. A student's Agreement is canceled, and the student must vacate their assigned living space within twenty-four (24) hours of notification or as directed by the appropriate Housing and Residential Life official. No refund of fees for the academic year will be made if the student is required to vacate assigned living space for disciplinary reasons.

XV. Special Regulations Applicable to Womack Commons

A. Third Party Owned Housing. Womack Commons is owned by Madrone – MTSU Student Housing I, LLC (the "Company"), and operated and managed by the University as its agent for the Company. If you are assigned to Womack Commons, you will enter into a License Agreement with the University, as agent for the Company, which will require you to acknowledge that the License Agreement has been assigned by the Company in favor of Regions Bank, its successor, and assigns (the "Trustee"). In the future and during the term of the License Agreement, you may be required to follow the instructions of the Trustee, its designee or subsequent owner upon the terms set forth in such License Agreement. As a Student entering into a License Agreement for the Third Party Owned Facility, you will be required to authorize disclosure of your personal information to the Company to the extent necessary to facilitate the License Agreement.

XVI. Miscellaneous Regulations

A. Transfer or Subletting Assigned Living Space. Students shall not transfer possession, lease, or sublet the assigned living space nor give accommodations to roomers, boarders, or lodgers, and any attempted assignment or subleasing shall be void without the written consent of the University.

B. Rubbish, Garbage, and Waste. Students shall deposit garbage, rubbish, and other waste in a manner prescribed by the University and laws and ordinances covering the use of the premises. At no time are personal garbage bags or cans permitted in hallways, breezeways, lobbies, etc. Examples of other personal items not permitted in student

residence facilities and/or common areas include but are not limited to boxes, furniture, and appliances.

C. Liability for Loss or Damage.

1. The University does not maintain insurance on any personal property of students, and all personal property of students on the premises shall be at the risk of the student. The University shall not be liable for any damages to, or theft of, personal property of students in student residence facilities.

2. The University shall not be liable for any damages or injuries to any student or to guests or invitees of such students resulting from any act or failure to act by the student or any other resident of the premises, or from any lack of repair of the facility or any accident occurring in or about the facility, except as authorized by and allowed pursuant to T.C.A. §§ 9-8-301, et. seq.
   Each student who occupies an assigned living space agrees to indemnify and hold the University harmless from and against any and all claims, damages, or causes of action whatsoever, asserted by any person arising out of or in any way connected with the use of the premises by the student.

D. Residential Parking. Residence parking areas are reserved for the occupants of student residence facilities. All on-campus residents with vehicles are required to purchase an appropriate parking decal from Parking and Transportation Services. Unauthorized vehicles and/or abandoned or immobile vehicles will be cited and/or removed at the owner's expense.

E. Refrigerator Guidelines. Small refrigerators are permitted in assigned living spaces provided they are no larger than 3.7 cubic feet and do not exceed 3.0 amps.

F. Storage. Storage of all household or personal property outside of assigned living spaces shall be in such manner as prescribed by the University. Students shall not store items in areas including but not limited to attics, breezeways, hallways, lobbies, or underneath assigned living spaces.

G. Untimely Payment of Fees. Any student resident who fails to make timely payment of all fees due under the terms of the License Agreement will be liable for all expenses of collection, including court costs and attorneys' fees.

XVII. Missing Students

See Policy 720 Missing Residential Student Notification.

XVIII. Exceptions

Exceptions to the policy may only be granted by the University President or designee.

Forms: none.

Revisions: June 5, 2017 (original); September 14, 2021; March 18, 2025; July 2025; March 2025.

Last Reviewed: March 2026.

References: Policies 540 Student Conduct; 685 Disposal of Surplus Property; 720 Missing Residential Student Notification; 750 Tobacco-Free Campus; 770 Fire Safety in On-Campus Student Residential Housing; 910 Information Technology Resources; Tennessee Sexual Offender and Violent Sexual Offender Registration, Verification and Tracking Act of 2004; T.C.A. §§ 9-8-301 et. seq.; Higher Education Act of 2008.

Middle Tennessee State University
Board of Trustees

MEETING:	Summer Quarterly Board Meeting
SUBJECT:	**Executive and Governance Committee**
DATE:	June 16, 2026
PRESENTER:	Stephen Smith Committee Chair

- Institutional Mission Profile
- Policy Revision – 103 Free Speech on Campus

Middle Tennessee State University
Board of Trustees

Action Item

MEETING:	Summer Quarterly Board Meeting
DATE:	June 16, 2026
SUBJECT:	**Institutional Mission Profile**

BACKGROUND INFORMATION:

T.C.A. §49-8-101(d) requires the institution to annually submit its institutional mission profile to the Tennessee Higher Education Commission for review. On April 17, 2026, the University Planning Committee considered revisions to the University's mission profile. Once approved by the Board at its June meeting, the University will report on changes to the mission profile to THEC in fulfillment of this statutory requirement.

Middle Tennessee State University
Institutional Mission Profile

-Middle Tennessee State University is a ~~selective,~~ comprehensive institution with a primary focus on teaching, research and creative activity, and public service that transforms students, their communities, the state, and the nation. ~~located in the geographic center of the State. The University embraces its role as the~~ A ~~destination of~~ choice destination for Tennessee undergraduates, the University embraces its role as ~~and~~ the top choice for Tennessee transfer students and the top producer of college graduates for the greater Nashville area. Its distinctive undergraduate and graduate programs draw students from ~~across the nation and~~ around the world. Through ~~Innovative~~ innovative undergraduate and graduate ~~degree~~ programs and a strong commitment to student success, MTSU empowers students to recognize their potential and achieve their academic and professional goals. ~~research and public service centers~~MTSU attracts, welcomes, and supports a diverse ~~, largely full-time~~ student population with significant numbers of Pell-eligible, first-generation, veteran, non-traditional, and historically underrepresented students. ~~The University uses advanced~~Through research-based practices and flexible learning modalities, MTSU prioritizes student success ~~to help students recognize their academic promise and achieve success, and conferring~~ confers ~~approximately~~ more than ~~5,000~~4,500 degrees annually. Dedicated faculty and staff prepare students for lifelong learning with global perspectives through an understanding of culture and history, scholarship, and creative undertakings to adapt to and shape a rapidly changing world. MTSU's signature experiential and integrative learning, international, cross-disciplinary, co-curricular programs, and Tennessee's first public Honors College deliver a value-added education rich in research, service learning, and civic engagement. MTSU houses centers of excellence in historic preservation and popular music and notable chairs of excellence and has earned the Carnegie Doctoral University: High Research Activity (R2) classification. The University fosters~~Academic offerings foster the pursuit of~~ scholarly research, creative endeavors, and professional advancement through a broad array of programs spanning the arts and humanities, education, business, STEM, the social, behavioral, and health sciences, and media and entertainment. ~~MTSU houses centers of excellence in historic preservation and popular music and notable chairs of excellence. MTSU has earned the Carnegie Doctoral University: High Research Activity and elective Community Engagement Carnegie Classifications.~~

Approved by MTSU Board of Trustees, ~~March 19, 2024~~

Middle Tennessee State University
Institutional Mission Profile

Middle Tennessee State University is a comprehensive institution with a primary focus on teaching, research and creative activity, and public service that transforms students, their communities, the state, and the nation. A choice destination for Tennessee undergraduates, the University embraces its role as the top choice for Tennessee transfer students and the top producer of college graduates for the greater Nashville area. Its distinctive undergraduate and graduate programs draw students from around the world. Through innovative undergraduate and graduate programs and a strong commitment to student success, MTSU empowers students to recognize their potential and achieve their academic and professional goals. MTSU attracts, welcomes, and supports a diverse student population with significant numbers of Pell-eligible, first-generation, veteran, non-traditional, and historically underrepresented students. Through research-based practices and flexible learning modalities, MTSU prioritizes student success and confers more than 4,500 degrees annually. Dedicated faculty and staff prepare students for lifelong learning with global perspectives through an understanding of culture and history, scholarship, and creative undertakings to adapt to and shape a rapidly changing world. MTSU's signature experiential and integrative learning, international, cross-disciplinary, co-curricular programs, and Tennessee's first public Honors College deliver a value-added education rich in research, service learning, and civic engagement. MTSU houses centers of excellence in historic preservation and popular music and notable chairs of excellence and has earned the Carnegie Doctoral University: High Research Activity (R2) classification. The University fosters scholarly research, creative endeavors, and professional advancement through a broad array of programs spanning the arts and humanities, education, business, STEM, the social, behavioral, and health sciences, and media and entertainment.

Approved by MTSU Board of Trustees,

Middle Tennessee State University
Board of Trustees

Action Item

MEETING:	Summer Quarterly Board Meeting
DATE:	June 16, 2026
SUBJECT:	**Policy Revision – 103 Free Speech on Campus**

BACKGROUND INFORMATION:

In accordance with Tennessee Public Acts, Chapter 831, this revision updates MTSU Policy 103 Free Speech on Campus to affirm the University's commitment to protect free and open expression. The required statement clarifies that the University may not suppress speech based on offense or disagreement, recognizes only narrow, lawful limits on expression, and affirms the University's and its community members' responsibility to preserve open debate while prohibiting obstruction of others' expressive rights.

MIDDLE TENNESSEE STATE UNIVERSITY.

103 Free Speech on Campus

Approved by Board of Trustees
Effective Date: July 1, 2026
Responsible Division: President
Responsible Office: Office of the University Counsel
Responsible Officer: ~~University Counsel~~Vice President for Legal Affairs

I. Purpose

This policy affirms the principles of free speech on Middle Tennessee State University's (MTSU or University) campus.

II. Institutional Commitment to Free Expression

The ideas of different members of the University community will often and quite naturally conflict. But it is not the proper role of the University to attempt to shield individuals from ideas and opinions they find unwelcome, disagreeable, or even deeply offensive. Although the University greatly values civility, and although all members of the University community share in the responsibility for maintaining a climate of mutual respect, concerns about civility and mutual respect can never be used as a justification for closing off discussion of ideas, however offensive or disagreeable those ideas may be to some members of our community.

The freedom to debate and discuss the merits of competing ideas does not, of course, mean that individuals may say whatever they wish, wherever they wish. The University may restrict expression that violates the law, that falsely defames a specific individual, that constitutes a genuine threat or harassment, that unjustifiably invades substantial privacy or confidentiality interests, or that is otherwise directly incompatible with the functioning of the University. In addition, the University may reasonably regulate the time, place, and manner of expression to ensure that it does not disrupt the ordinary activities of the University. But these are narrow exceptions to the general principle of freedom of expression, and it is vitally important that these exceptions never be used in a manner that is inconsistent with the University's commitment to a completely free and open discussion of ideas.

In a word, the University's fundamental commitment is to the principle that debate or deliberation may not be suppressed because the ideas put forth are thought by some or even by most members of the University community to be offensive, unwise, immoral, or wrong-headed. It is for the individual members of the University community, not for the University as

an institution, to make those SB 1741 judgments for themselves, and to act on those judgments not by seeking to suppress speech, but by openly and vigorously contesting the ideas that they oppose. Indeed, fostering the ability of members of the University community to engage in such debate and deliberation in an effective and responsible manner is an essential part of the University's educational mission.

As a corollary to the University's commitment to protect and promote free expression, members of the University community must also act in conformity with the principle of free expression. Although members of the University community are free to criticize and contest the views expressed on campus, and to criticize and contest speakers who are invited to express their views on campus, they may not obstruct or otherwise interfere with the freedom of others to express views they reject or even loathe. To this end, the University has a solemn responsibility not only to promote a lively and fearless freedom of debate and deliberation, but also to protect that freedom when others attempt to restrict it.

~~II.~~III. Definitions

A. Constitutional Time, Place and Manner Restrictions. Restrictions on the time, place, and manner of free speech that do not violate the First Amendment to the U.S. Constitution or Article I, Section 19 of the Tennessee Constitution that are reasonable, content and viewpoint neutral, narrowly tailored to satisfy a significant institutional interest, and leave open ample alternative channels for the communication of the information or message of its intended audience.

B. Faculty or Faculty Member. Any person, whether or not the person is compensated by MTSU, and regardless of political affiliation, who is tasked with providing scholarship, academic research or teaching. For the purposes of this policy, faculty includes tenured and non-tenured professors, adjunct professors, visiting professors, lecturers, graduate student instructors and those in comparable positions, however titled. For the purposes of this policy, faculty does not include persons whose primary responsibilities are administrative or managerial.

C. Free Speech. Speech, expression, or assemblies protected by the First Amendment of the U.S. Constitution or Article I, Section 19 of the Tennessee Constitution, verbal or written, including, but not limited to, all forms of peaceful assembly, protests, demonstrations, rallies, vigils, marches, public speaking, distribution of printed materials, carrying signs, displays, or circulating petitions. Free speech does not include the promotion, sale, or distribution of any product or service.

D. Student. For the purposes of this policy, an individual currently enrolled in a course of study at MTSU; or, an organization that is comprised entirely of individuals currently enrolled in a course of study at MTSU and registered with MTSU pursuant to MTSU Policy 561 Student Organization Operations.

~~III.~~IV. Policy

A. MTSU affirms that students have a fundamental constitutional right to free speech.

B. MTSU is committed to giving students the broadest possible latitude to speak, write, listen, challenge, learn, and discuss any issue, subject to limitations set forth in this policy, or in state or federal law.

C. MTSU is committed to maintaining a campus as a marketplace of ideas for all students and all faculty in which the free exchange of ideas is not to be suppressed because the ideas put forth are thought by some or even by most members of MTSU's community to be offensive, unwise, immoral, indecent, disagreeable, conservative, liberal, traditional, radical, or wrong-headed.

D. Students and faculty are allowed to make judgments about ideas for themselves and to act on those judgments, not by seeking to suppress free speech, but by openly and vigorously contesting the ideas they oppose.

E. It is not MTSU's role to attempt to shield individuals from free speech, including ideas and opinions they find offensive, unwise, immoral, indecent, disagreeable, conservative, liberal, traditional, radical, or wrong-headed.

F. Although MTSU greatly values civility and mutual respect, the University will not use concerns about civility and mutual respect as justification for closing off the discussion of ideas, however offensive, unwise, immoral, indecent, disagreeable, conservative, liberal, traditional, radical, or wrong-headed those ideas may be to some students or faculty.

G. Although all students and faculty are free to state their own views about and contest the views expressed on campus, and to state their own views on MTSU's campus, they may not substantially obstruct or otherwise substantially interfere with the freedom of others to express views they reject or even loathe. To this end, MTSU promotes a lively and fearless freedom of debate and deliberation and protects that freedom.

H. MTSU is committed to providing an atmosphere that is most conducive to speculation, experimentation, and creation by all students and all faculty, who are always free to inquire, to study, and to evaluate, and to gain new understanding.

I. The primary responsibility of faculty is to engage in an honest, courageous, and persistent effort to search out and communicate the truth that lies in the areas of their competence.

J. Although faculty are free in the classroom to discuss subjects within areas of their competence, faculty shall be cautious in expressing personal views in the classroom and

shall be careful not to introduce controversial matters that have no relationship to the subject taught, and especially matters in which they have no special competence or training and in which, therefore, faculty's views cannot claim the authority accorded the statements they make about subjects within areas of their competence; provided, no faculty will face adverse employment action for classroom speech, unless it is not reasonably germane to the subject matter of the class as broadly construed, and comprises a substantial portion of classroom instruction.

K. As set forth in MTSU Policy 100 Use of Campus Property and Facilities Scheduling, Section IV. B. 2. c., MTSU will maintain the generally accessible, open, outdoor areas of its campus as traditional public forums for free speech by students and will not restrict students' free speech only to particular areas of the campus.

L. MTSU will not deny student activity fee funding to a student organization based on the viewpoints that the student organization advocates.

M. MTSU will not establish permitting requirements that prohibit students' spontaneous outdoor assemblies or students' outdoor distribution of literature, but will allow members of the MTSU community to reserve certain outdoor space in advance, consistent with MTSU Policy 100 Use of Campus Property and Facilities Scheduling, Section IV. B. 2. c.

N. MTSU will not charge students security fees or costs based on the content of their speech, the content of guest speakers invited by students, or the anticipated reaction or opposition of listeners to speech.

O. MTSU will allow all students and all faculty to invite guest speakers to campus to engage in free speech regardless of the views of guest speakers consistent with MTSU Policy 100 Use of Campus Property and Facilities Scheduling, Sections IV. B. 2. d. and IV. B. 3.

P. MTSU will not disinvite a speaker invited by a student, student organization, or faculty member because the speaker's anticipated speech may be considered offensive, unwise, immoral, indecent, disagreeable, conservative, liberal, traditional, radical, or wrong-headed by students, faculty, administrators, government officials, or members of the public.

~~IV.~~V. Effect of Policy

A. Nothing in this policy shall require MTSU to fund costs associated with student speech or expression.

B. Nothing in this policy shall be construed as prohibiting MTSU from imposing measures that do not violate the First Amendment to the U.S. Constitution or Article I, Section 19 of the Tennessee Constitution such as:

1. Constitutional time, place, and manner restrictions;

2. Reasonable and viewpoint-neutral restrictions in nonpublic forums;

3. Restricting the use of MTSU's property to protect the free speech rights of students and faculty and preserve the uses of the property for the advancement of MTSU's mission;

4. Prohibiting or limiting speech, expression, or assemblies that are not protected by the First Amendment to the U.S. Constitution or Article I, Section 19 of the Tennessee Constitution; or

5. Content restrictions on speech that are reasonably related to a legitimate pedagogical purpose, such as rules enacted by faculty.

Forms: none.

Revisions: ~~none.~~July 1, 2026.

Last Reviewed: ~~Jan. 2018~~June 2026.

References: 2026 Public Acts, Chapter 831; 2017 Public Acts, Chapter 336; MTSU Policies 100 Use of Campus Property and Facilities Scheduling; 561 Student Organization Operations; First Amendment of the U.S. Constitution; Article I, Section 19 of the Tennessee Constitution.

MIDDLE TENNESSEE STATE UNIVERSITY.

103 Free Speech on Campus

Approved by Board of Trustees
Effective Date: July 1, 2026
Responsible Division: President
Responsible Office: Office of the University Counsel
Responsible Officer: Vice President for Legal Affairs

I. Purpose

This policy affirms the principles of free speech on Middle Tennessee State University's (MTSU or University) campus.

II. Institutional Commitment to Free Expression

The ideas of different members of the University community will often and quite naturally conflict. But it is not the proper role of the University to attempt to shield individuals from ideas and opinions they find unwelcome, disagreeable, or even deeply offensive. Although the University greatly values civility, and although all members of the University community share in the responsibility for maintaining a climate of mutual respect, concerns about civility and mutual respect can never be used as a justification for closing off discussion of ideas, however offensive or disagreeable those ideas may be to some members of our community.

The freedom to debate and discuss the merits of competing ideas does not, of course, mean that individuals may say whatever they wish, wherever they wish. The University may restrict expression that violates the law, that falsely defames a specific individual, that constitutes a genuine threat or harassment, that unjustifiably invades substantial privacy or confidentiality interests, or that is otherwise directly incompatible with the functioning of the University. In addition, the University may reasonably regulate the time, place, and manner of expression to ensure that it does not disrupt the ordinary activities of the University. But these are narrow exceptions to the general principle of freedom of expression, and it is vitally important that these exceptions never be used in a manner that is inconsistent with the University's commitment to a completely free and open discussion of ideas.

In a word, the University's fundamental commitment is to the principle that debate or deliberation may not be suppressed because the ideas put forth are thought by some or even by most members of the University community to be offensive, unwise, immoral, or wrong-headed. It is for the individual members of the University community, not for the University as

an institution, to make those SB 1741 judgments for themselves, and to act on those judgments not by seeking to suppress speech, but by openly and vigorously contesting the ideas that they oppose. Indeed, fostering the ability of members of the University community to engage in such debate and deliberation in an effective and responsible manner is an essential part of the University's educational mission.

As a corollary to the University's commitment to protect and promote free expression, members of the University community must also act in conformity with the principle of free expression. Although members of the University community are free to criticize and contest the views expressed on campus, and to criticize and contest speakers who are invited to express their views on campus, they may not obstruct or otherwise interfere with the freedom of others to express views they reject or even loathe. To this end, the University has a solemn responsibility not only to promote a lively and fearless freedom of debate and deliberation, but also to protect that freedom when others attempt to restrict it.

III. Definitions

A. Constitutional Time, Place and Manner Restrictions. Restrictions on the time, place, and manner of free speech that do not violate the First Amendment to the U.S. Constitution or Article I, Section 19 of the Tennessee Constitution that are reasonable, content and viewpoint neutral, narrowly tailored to satisfy a significant institutional interest, and leave open ample alternative channels for the communication of the information or message of its intended audience.

B. Faculty or Faculty Member. Any person, whether or not the person is compensated by MTSU, and regardless of political affiliation, who is tasked with providing scholarship, academic research or teaching. For the purposes of this policy, faculty includes tenured and non-tenured professors, adjunct professors, visiting professors, lecturers, graduate student instructors and those in comparable positions, however titled. For the purposes of this policy, faculty does not include persons whose primary responsibilities are administrative or managerial.

C. Free Speech. Speech, expression, or assemblies protected by the First Amendment of the U.S. Constitution or Article I, Section 19 of the Tennessee Constitution, verbal or written, including, but not limited to, all forms of peaceful assembly, protests, demonstrations, rallies, vigils, marches, public speaking, distribution of printed materials, carrying signs, displays, or circulating petitions. Free speech does not include the promotion, sale, or distribution of any product or service.

D. Student. For the purposes of this policy, an individual currently enrolled in a course of study at MTSU; or, an organization that is comprised entirely of individuals currently enrolled in a course of study at MTSU and registered with MTSU pursuant to MTSU Policy 561 Student Organization Operations.

IV. Policy

A. MTSU affirms that students have a fundamental constitutional right to free speech.

B. MTSU is committed to giving students the broadest possible latitude to speak, write, listen, challenge, learn, and discuss any issue, subject to limitations set forth in this policy, or in state or federal law.

C. MTSU is committed to maintaining a campus as a marketplace of ideas for all students and all faculty in which the free exchange of ideas is not to be suppressed because the ideas put forth are thought by some or even by most members of MTSU's community to be offensive, unwise, immoral, indecent, disagreeable, conservative, liberal, traditional, radical, or wrong-headed.

D. Students and faculty are allowed to make judgments about ideas for themselves and to act on those judgments, not by seeking to suppress free speech, but by openly and vigorously contesting the ideas they oppose.

E. It is not MTSU's role to attempt to shield individuals from free speech, including ideas and opinions they find offensive, unwise, immoral, indecent, disagreeable, conservative, liberal, traditional, radical, or wrong-headed.

F. Although MTSU greatly values civility and mutual respect, the University will not use concerns about civility and mutual respect as justification for closing off the discussion of ideas, however offensive, unwise, immoral, indecent, disagreeable, conservative, liberal, traditional, radical, or wrong-headed those ideas may be to some students or faculty.

G. Although all students and faculty are free to state their own views about and contest the views expressed on campus, and to state their own views on MTSU's campus, they may not substantially obstruct or otherwise substantially interfere with the freedom of others to express views they reject or even loathe. To this end, MTSU promotes a lively and fearless freedom of debate and deliberation and protects that freedom.

H. MTSU is committed to providing an atmosphere that is most conducive to speculation, experimentation, and creation by all students and all faculty, who are always free to inquire, to study, and to evaluate, and to gain new understanding.

I. The primary responsibility of faculty is to engage in an honest, courageous, and persistent effort to search out and communicate the truth that lies in the areas of their competence.

J. Although faculty are free in the classroom to discuss subjects within areas of their competence, faculty shall be cautious in expressing personal views in the classroom and

shall be careful not to introduce controversial matters that have no relationship to the subject taught, and especially matters in which they have no special competence or training and in which, therefore, faculty's views cannot claim the authority accorded the statements they make about subjects within areas of their competence; provided, no faculty will face adverse employment action for classroom speech, unless it is not reasonably germane to the subject matter of the class as broadly construed, and comprises a substantial portion of classroom instruction.

K. As set forth in MTSU Policy 100 Use of Campus Property and Facilities Scheduling, Section IV. B. 2. c., MTSU will maintain the generally accessible, open, outdoor areas of its campus as traditional public forums for free speech by students and will not restrict students' free speech only to particular areas of the campus.

L. MTSU will not deny student activity fee funding to a student organization based on the viewpoints that the student organization advocates.

M. MTSU will not establish permitting requirements that prohibit students' spontaneous outdoor assemblies or students' outdoor distribution of literature, but will allow members of the MTSU community to reserve certain outdoor space in advance, consistent with MTSU Policy 100 Use of Campus Property and Facilities Scheduling, Section IV. B. 2. c.

N. MTSU will not charge students security fees or costs based on the content of their speech, the content of guest speakers invited by students, or the anticipated reaction or opposition of listeners to speech.

O. MTSU will allow all students and all faculty to invite guest speakers to campus to engage in free speech regardless of the views of guest speakers consistent with MTSU Policy 100 Use of Campus Property and Facilities Scheduling, Sections IV. B. 2. d. and IV. B. 3.

P. MTSU will not disinvite a speaker invited by a student, student organization, or faculty member because the speaker's anticipated speech may be considered offensive, unwise, immoral, indecent, disagreeable, conservative, liberal, traditional, radical, or wrong-headed by students, faculty, administrators, government officials, or members of the public.

V. Effect of Policy

A. Nothing in this policy shall require MTSU to fund costs associated with student speech or expression.

B. Nothing in this policy shall be construed as prohibiting MTSU from imposing measures that do not violate the First Amendment to the U.S. Constitution or Article I, Section 19 of the Tennessee Constitution such as:

1. Constitutional time, place, and manner restrictions;

2. Reasonable and viewpoint-neutral restrictions in nonpublic forums;

3. Restricting the use of MTSU's property to protect the free speech rights of students and faculty and preserve the uses of the property for the advancement of MTSU's mission;

4. Prohibiting or limiting speech, expression, or assemblies that are not protected by the First Amendment to the U.S. Constitution or Article I, Section 19 of the Tennessee Constitution; or

5. Content restrictions on speech that are reasonably related to a legitimate pedagogical purpose, such as rules enacted by faculty.

Forms: none.

Revisions: July 1, 2026.

Last Reviewed: June 2026.

References: 2026 Public Acts, Chapter 831; 2017 Public Acts, Chapter 336; MTSU Policies 100 Use of Campus Property and Facilities Scheduling; 561 Student Organization Operations; First Amendment of the U.S. Constitution; Article I, Section 19 of the Tennessee Constitution.

Middle Tennessee State University
Board of Trustees

MEETING:	Summer Quarterly Board Meeting
SUBJECT:	**Finance and Personnel Committee**
DATE:	June 16, 2026
PRESENTER:	Pete DeLay Committee Chair

- Capital Outlay Project Submittal
- Capital Disclosures
- Capital Maintenance Projects Submittal
- Tuition, Fees, and Housing Rates
- Operating Budgets

Middle Tennessee State University
Board of Trustees

Action Item

MEETING:	Summer Quarterly Board Meeting
DATE:	June 16, 2026
SUBJECT:	**Capital Outlay Project Submittal**

BACKGROUND INFORMATION:

As part of the annual Capital Budget request process, Tennessee institutions of higher learning must submit capital outlay project requests for state funding to the Tennessee Higher Education Commission (THEC). THEC then submits a list of statewide critical projects to F&A and the General Assembly for funding consideration and inclusion in the Tennessee State Budget.

For FY 27/28, the MTSU proposed project request is the MTSU Aerospace Campus Phase II project. This project request will continue to support the MTSU School of Aerospace in Shelbyville.

Phase I work, that is currently under construction, provides facilities that support the Aerospace Professional Pilot program including a flight operations building, a hangar to maintain the MTSU aviation fleet, and aircraft tie-down space.

The proposed Phase II development will accommodate the remaining Aerospace programs by development of two new academic buildings including a main academic building that will serve as the new home for MTSU Aerospace and a laboratory building to support the Maintenance Management Aerospace concentration. In addition, the project also provides additional green space, vehicular parking, and aircraft apron space.

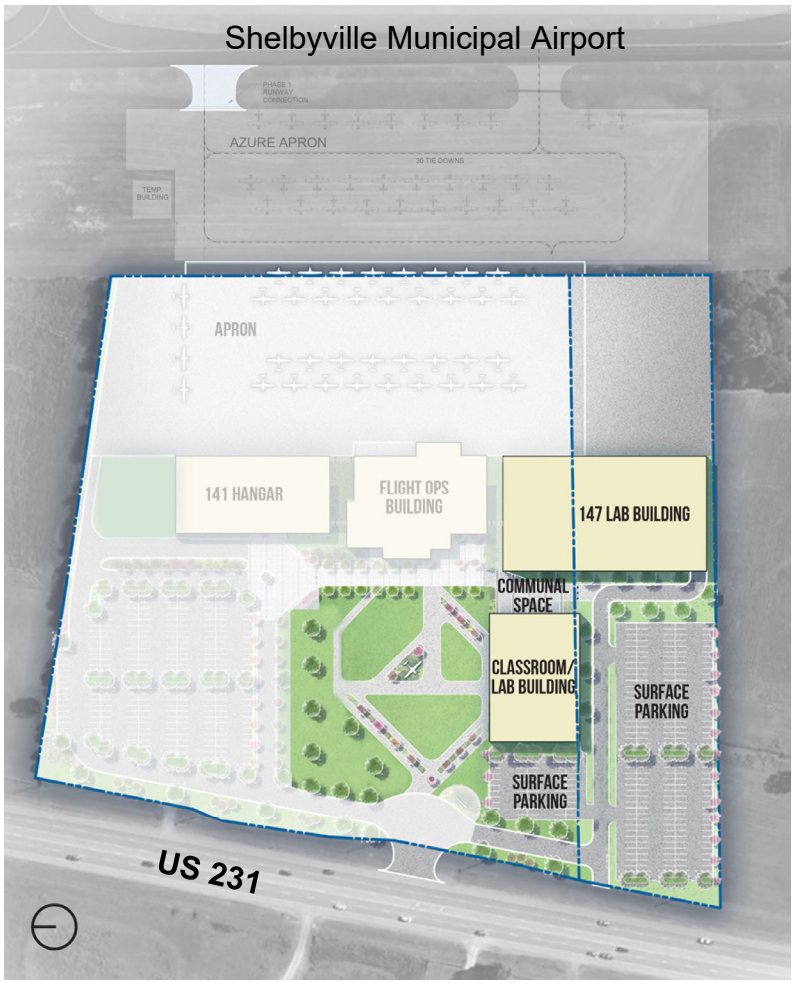
MIDDLE TENNESSEE STATE UNIVERSITY

Aerospace Campus Phase II Development

Proposed FY 2027-2028 Capital Outlay Project Request

Estimated Gross Square Footage:	177,000 gross square feet
Estimated Construction Cost:	$121,000,000
Estimated Total Project Cost:	**$144,500,000**
University Match funding:	$ 11,560,000 (includes required gift funds)
Required Gift Fund Minimum:	$ 3,815,000

The proposed project comprises Phase II development at the Shelbyville Municipal Airport for the MTSU Aerospace Program. The first phase of development focuses on providing facilities to serve the MTSU Aerospace Professional Pilot concentration, including a 50,000 square foot flight operations building, a 30,000 square foot hangar to maintain MTSU's aviation fleet, and aircraft tie-down and taxiway space. Construction on the first phase is currently underway with completion anticipated in time for the Spring 2028 semester.



Site Diagram - MTSU Aerospace Facility at Shelbyville Phase II concept includes development of the 147 Lab Building (maintenance management), Classroom/Lab Building, surface parking, green/communal space, and additional aircraft tie-down space.

The proposed Phase II development will add facilities to support the remainder of the Aerospace Concentrations, including: maintenance management, aviation management, aerospace technology, unmanned aircraft systems technology, flight dispatch, and aviation safety and security. The scope of work includes the development of two structures, a main academic building and a laboratory building. The main academic building is a 120,000 square foot building that will serve as the primary building for the MTSU Aerospace Department that includes departmental offices; faculty and staff offices; classroom and class laboratory space; and student spaces. A 57,000 square foot laboratory building will also be developed that provides lab spaces for the maintenance management program. Along with the two primary structures, site development, including additional aircraft apron, roadway, parking, and exterior community spaces, is included in the project scope of work.

Possible future development beyond Phase II includes the addition of student housing and structured parking.

Middle Tennessee State University
Board of Trustees

Action Item

MEETING:	Summer Quarterly Board Meeting
DATE:	June 16, 2026
SUBJECT:	**Capital Disclosures**

BACKGROUND INFORMATION:

In accordance with THEC Policy 4.0.6C concerning disclosure of capital projects, MTSU requests disclosure approval of three projects, for the FY 2027/2028 MTSU Capital Budget Request. Per THEC policy, these projects remain on the THEC disclosure list for a period of two years.

Additionally, five project disclosure requests will meet thresholds enacted by the State of TN that allow for local project disclosure with MTSU Board Approval. These projects will be posted to the MTSU website but will not be included in the TN State Budget publication.

Disclosure of a capital project indicates that an institution is considering a project investment but does not obligate the University to carry out the work identified.

Materials include a summary of the eight capital project disclosure requests for MTSU Board consideration along with the MTSU capital disclosure list as it would appear in July 2027 if proposed disclosures are approved.

Requested Capital Disclosure Projects

The following projects are requested for MTSU Board approval for disclosure:

			Funding Sources		
Project	**Project Description**	**Project Cost**	**Plant Funds**	**TSSBA Bonds**	**Disclosure Type**
Recreation Center Renovations Phase II	Renovations to the MTSU Recreation Center and all related work.	$ 12,000,000		$ 12,000,000	FY 2027/28 Capital Budget
Renovations to James Walker Library	Partial renovations to the James E. Walker Library to provide additional archive space, exhibit space, support space, and related support spaces.	$ 18,000,000	$ 18,000,000		FY 2027/28 Capital Budget
Multi-Sport Indoor Practice Facility*	Provide a multi-sport indoor training facility to serve MTSU student athletes. Project scope also includes site development, site utilities, and all related work.	$ 38,000,000		$ 38,000,000	FY 2027/28 Capital Budget
Reese Smith Jr. Field Turf Installation*	Install artificial turf at Reese Smith Jr. Field and all related work	$ 1,650,000	$ 1,650,000		MTSU Board
New Softball Facility	Provide a new facility to support MTSU Softball including locker room and team support spaces.	$ 4,500,000	$ 4,500,000		MTSU Board
Cyber Range	Provide a renovation to accommodate a cyber range simulator and all related work.	$ 2,500,000	$ 2,500,000		MTSU Board
QRISE Center	Provide renovations to the Davis Science building to accommodate the Quantum Research Interdisciplinary Science and Education Center (QRISE) at the Davis Science Building and related work.	$ 1,750,000	$ 1,750,000		MTSU Board
Campus Dining Renovations*	Provide minor renovations to campus dining facilities including equipment, furnishings, and finishes. Project is to be a gift-in-place project carried out by Aramark, the MTSU dining services contractor.	$ 1,500,000			MTSU Board

* Denotes projects were originally disclosed in FY25/26 and per THEC Policy, will be removed from the Disclosure list after two years on July 1, 2027. These projects are being re-disclosed to remain actively disclosed.

Full MTSU Capital Disclosure List

Capital Disclosure List as it will appear July 1, 2027 with approval of current requested capital disclosures

				Funding Sources		
Project	**Project Description**	**Disclosure Year / Type**	**Project Cost**	**Plant Funds**	**TSSBA Bonds**	**Gifts**
Recreation Center Renovations Phase II*	Renovations to the MTSU Recreation Center and all related work.	FY 2027/28 Capital Budget	$ 12,000,000		$ 12,000,000	
Renovations to James Walker Library*	Partial renovations to the James E. Walker Library to provide additional archive space, exhibit space, support space, and related support spaces.	FY 2027/28 Capital Budget	$ 18,000,000	$ 18,000,000		
Multi-sport Indoor Practice Facility*	Provide a multi-sport indoor training facility to serve MTSU student athletes. Project scope also includes site development, site utilities, and all related work.	FY 2027/28 Capital Budget	$ 38,000,000		$ 38,000,000	
New Softball Facility*	Provide a new facility to support MTSU Softball including locker room and team support spaces.	05/19/2026 MTSU Board	$ 4,500,000	$ 4,500,000		
Reese Smith Jr. Field Turf Installation*	Install artificial turf at Reese Smith Jr. Field and all related work	05/19/2026 MTSU BOARD	$ 1,650,000	$ 1,650,000		
Cyber Range*	Provide a renovation to accommodate a cyber range simulator and all related work.	05/19/2026 MTSU BOARD	$ 2,500,000	$ 2,500,000		
QRISE Center*	Provide renovations to the Davis Science building to accommodate the Quantum Research Interdisciplinary Science and Education Center (QRISE) at the Davis Science Building and related work.	05/19/2026 MTSU BOARD	$ 1,750,000	$ 1,750,000		
Campus Dining Renovations*	Provide minor renovations to campus dining facilities including equipment, furnishings, and finishes. Project is to be a gift-in-place project carried out by Aramark, the MTSU dining services contractor.	05/19/2026 MTSU BOARD	$ 1,500,000			
Wellness Center Renovations	Renovations to the MTSU Wellness center to provide additional space required to relocate the MTSU Counseling Center	FY 2026/27 Capital Budget	$ 6,500,000		$ 6,500,000	
Student-Athlete Enhancement Center Addition	Provide a new facility for the Student-Athlete Enhancement Center. Project scope includes required site work and all related work.	6/17/2025 MTSU BOARD	$ 5,800,000	$ 5,800,000		
EV Charging Stations	Provide electric vehicle charging stations to existing parking locations campus-wide including necessary electrical infrastructure renovations and site improvements.	6/17/2025 MTSU BOARD	$ 750,000	$ 750,000		
Recreation Center Renovations	Renovations to the MTSU Recreation Center including entrance modifications, site improvements, new access controls, and renovations to existing building systems.	6/17/2025 MTSU BOARD	$ 6,700,000	$ 6,700,000		

* Denotes projects for consideration by the MTSU Board of Trustees

Middle Tennessee State University
Board of Trustees

Action Item

MEETING:	Summer Quarterly Board Meeting
DATE:	June 16, 2026
SUBJECT:	**Capital Maintenance Projects Submittal**

BACKGROUND INFORMATION:

The Board of Trustees is charged with approving the Capital Maintenance Project requests for Middle Tennessee State University for FY 2027-28 in conjunction with instructions received from the Tennessee Higher Education Commission (THEC).

Included in these materials are the FY 2027-28 Governing Board Maintenance Pools and Allocation(s) as provided by THEC for all public institutions.

These materials provide documentation to be submitted to THEC as follows:

- Summary of Capital Maintenance potential project requests for five years, FY 2027-28 thru FY 2031-32

- Capital Maintenance requests for thirteen (13) projects for FY 2027-28 totaling $24,300,000

THEC FY2027-28 Governing Board

Maintenance Pools and Allocations

(Total Recommendation $358,000,000)

Governing Board	Maintenance Pool (%)	Maintenance Allocation ($)
MTSU	**6.8%**	**$24,300,000**
APSU	3.4%	$12,330,000
ETSU	7.6%	$27,140,000
TSU	5.2%	$18,740,000
TTU	5.0%	$18,030,000
UoM	11.5%	$41,120,000
LGI Subtotal	**39.5%**	**$141,660,000**
UT System Subtotal	**37.9%**	**$135,570,000**
TBR System Subtotal	**22.6%**	**$80,770,000**
Grand total	**100%**	**$358,000,000**

Note: Recent MTSU Capital Maintenance Allocation by FY

FY 2026-27; $4.0 million (1 project)
FY 2025-26; $3.5 million (1 project, partial)
FY 2024-25; $2.5 million (1 project)
FY 2023-24; $5.0 million (2 projects)
FY 2022-23; $7.2 million (5 projects)
FY 2021-22; $9.9 million (7 projects)
FY 2020-21; $4.6 million (1 project)
FY 2019-20; $4.7 million (5 projects)
FY 2018-19; $8.2 million (7 projects)
FY 2017-18; $8.9 million (5 projects)

Capital Maintenance Request: FY2027-28

Governing Board: **Middle Tennessee**

2027-28 Maint. Allocation: **$24,300,000**

Fiscal Year	Priority*	Inst.	Project	Project Cost	Project Description
2027-2028	1	MTSU	Central Plant and Campus Utilities Updates Phase 2	$3,400,000	Repair, replacement, and updating of the following utility systems: central plant chillers, cooling towers, pumps, auxilliary equipment, electrical infrastructure, and all related work in the central plant and satellite chiller plant; centralized and de-centralized campus utilities including, but not limited to: underground electrical, steam, steam condensate, hot water, steam manhole, sanitary sewer, domestic water, backflow preventers, stormwater infrastructure, building level chillers, building level boilers, pumps, heat exchangers, and all related work. This request represents phase 2 of a 6 phase project.
2027-2028	2	MTSU	Multiple Bldgs HVAC and Controls Updates Phase 1	$2,830,000	Identification and replacment of existing mechanical equipment, HVAC piping, and plumbing piping across campus that has met or exceeded its anticipated service life. The project will also update legacy controls components and associated controls in multiple buildings on campus. This request represents phase 1 of a 6 phase project.
2027-2028	3	MTSU	Campus wide Lighting and Electrical Updates Phase 1	$1,750,000	Campus wide modifications to building electrical systems, interior and exterior lighting, and lighting controls. This request represents phase 1 of a 5 phase project.
2027-2028	4	MTSU	Multiple Buildings Elevator Modernizations Phase 1	$2,750,000	Upgrade and repairs of elevators in multiple buildings campus wide and all related work. This request represents phase 1 of a 5 phase project.
2027-2028	5	MTSU	Multiple Buildings Plumbing and Restroom Upgrades Phase 1	$2,500,000	Repair and replacement of HVAC and Plumbing hydronic systems across campus. Upgrade and repairs of plumbing systems and restrooms in multiple buildings campus wide and all related work. Provide water intrusion prevention, utility isolation, leak detection, and associated controls in buildings across campus in conjunction with industry best practices and the State's flood mitigation initiatives. This request represents phase 1 of a 3 phase project.

2027-2028	6	MTSU	Campus Wide IT Infrastructure Updates Phase 1	$2,500,000	Update and modernize campus IT infrastructure through upgrades across multiple buildings, including structured cabling, network switches, patch panels, and related components. The work addresses aging, end-of-life systems that no longer support current technology demands or performance expectations. Improvements will enhance network reliability, increase bandwidth capacity, and standardize infrastructure to current industry standards. This phase establishes a scalable foundation to support academic, administrative, and future technology needs across campus. This request represents phase 1 of a 4 phase project.
2027-2028	7	MTSU	Science Building HVAC and Exhaust Updates	$3,600,000	To improve the operational efficiency, system reliability, and diagnostic capability of the existing systems, this project includes addressing operational deficiencies, re-balancing and retro-commissioning existing components, and implementing new energy conservation measures. Existing HVAC components will be replaced and upgraded as necessary to facilitate the project goals.
2027-2028	8	MTSU	Non-Commercial Building Updates Phase 1	$500,000	Address major HVAC, electrical, plumbing, interiors and exterior envelope for non-commercially constructed buildings on campus. This request represents phase 1 of a 2 phase project.
2027-2028	9	MTSU	Multiple Buildings Hydronic Systems Renovations Phase 1	$500,000	Repair and replacement of HVAC and Plumbing hydronic systems across campus. Provide water intrusion prevention, utility isolation, leak detection, and associated controls in buildings across campus in conjunction with industry best practices and the State's flood mitigation initiatives. This request represents phase 1 of a 3 phase project.
2027-2028	10	MTSU	Campus Wide Sidewalk Repairs Phase 1	$500,000	Repair and replacment of sidewalks and hardscape areas on campus to provide accessible walkways free of obstructions and impediments. This request represents phase 1 of a 3 phase project.
2027-2028	11	MTSU	Campus Wide Fire and Life Safety Systems Updates Phase 2	$750,000	Upgrade fire alarm systems, fire sprinkler systems, fire loops, and all related fire and life safety systems campus wide to address MTSU's priority list in bringing these systems up to current technology and to improve the reliability and addressability of these systems. This request represents Phase 2 of a 3 phase project.

2027-2028	12	MTSU	Campus Wide Access Controls and Security Updates Phase 1	$1,470,000	Update of campus access control and security systems including hardware, software, and system components. This request represents phase 1 of a 3 phase project.
2027-2028	13	MTSU	Stormwater BMP Updates	$1,250,000	To address stormwater drainage system deficiencies on campus by replacing or rehabilitating existing piping infrastructure.
			Total Project Cost	**$24,300,000**	

Capital Maintenance Out-Years: FY 2028-29 through 2031-32

Fiscal Year	Priority	Inst.	Project	Project Cost	Project Description
2028-29	1		Campus wide Lighting and Electrical Updates Phase 2	$3,500,000	Campus wide modifications to building electrical systems, interior and exterior lighting, and lighting controls. This request represents phase 2 of a 5 phase project.
2028-29	2	MTSU	Multiple Buildings Structural, Exteriors, and Roof Repairs and Replacments Phase 3	$2,000,000	Repair or replacement of various roofs and exterior envelope components in multiple buildings on campus including roofing, roof coping, roof drains, scuppers, exterior cladding, gutters & downspouts, doors, windows, overhangs, porches, stairs, and all related work. This project also involves the repair or replacement of structural components of multiple buildings on campus. This request represents phase 3 of a 4 phase project.
2028-29	3	MTSU	Multiple Bldgs HVAC and Controls Updates Phase 2	$2,000,000	Identification and replacment of existing mechanical equipment, HVAC piping, and plumbing piping across campus that has met or exceeded its anticipated service life. The project will also update legacy controls components and associated controls in multiple buildings on campus. This request represents phase 2 of a 6 phase project.
2028-29	4	MTSU	Multiple Buildings Plumbing and Restroom Upgrades Phase 2	$2,500,000	Repair and replacement of HVAC and Plumbing hydronic systems across campus. Upgrade and repairs of plumbing systems and restrooms in multiple buildings campus wide and all related work. Provide water intrusion prevention, utility isolation, leak detection, and associated controls in buildings across campus in conjunction with industry best practices and the State's flood mitigation initiatives. This request represents phase 2 of a 3 phase project.
2028-29	5	MTSU	Multiple Buildings Elevator Modernizations Phase 2	$1,500,000	Upgrade and repairs of elevators in multiple buildings campus wide and all related work. This request represents phase 2 of a 5 phase project.

2028-29	6	MTSU	Campus Wide IT Infrastructure Updates Phase 2	$2,500,000	Update and modernize campus IT infrastructure through upgrades across multiple buildings, including structured cabling, network switches, patch panels, and related components. The work addresses aging, end-of-life systems that no longer support current technology demands or performance expectations. Improvements will enhance network reliability, increase bandwidth capacity, and standardize infrastructure to current industry standards. This phase establishes a scalable foundation to support academic, administrative, and future technology needs across campus. This request represents phase 2 of a 4 phase project.
2028-29	7	MTSU	Central Plant and Campus Utilities Updates Phase 3	$2,000,000	Repair, replacement, and updating of the following utility systems: central plant chillers, cooling towers, pumps, auxilliary equipment, electrical infrastructure, and all related work in the central plant and satellite chiller plant; centralized and de-centralized campus utilities including, but not limited to: underground electrical, steam, steam condensate, hot water, steam manhole, sanitary sewer, domestic water, backflow preventers, stormwater infrastructure, building level chillers, building level boilers, pumps, heat exchangers, and all related work. This request represents phase 3 of a 6 phase project.
2028-29	8	MTSU	Non-Commercial Building Updates Phase 2	$500,000	Address major HVAC, electrical, plumbing, interiors and exterior envelope for non-commercially constructed buildings on campus. This request represents phase 2 of a 2 phase project.
2028-29	9	MTSU	Multiple Buildings Hydronic Systems Renovations Phase 2	$500,000	Repair and replacement of HVAC and Plumbing hydronic systems across campus. Provide water intrusion prevention, utility isolation, leak detection, and associated controls in buildings across campus in conjunction with industry best practices and the State's flood mitigation initiatives. This request represents phase 2 of a 3 phase project.
2028-29	10	MTSU	Campus Wide Sidewalk Repairs Phase 2	$500,000	Repair and replacment of sidewalks and hardscape areas on campus to provide accessible walkways free of obstructions and impediments. This request represents phase 2 of a 3 phase project.

2028-29	11	MTSU	Campus Wide Access Controls and Security Updates Phase 2	$1,530,000	Update of campus access control and security systems including hardware, software, and system components. This request represents phase 2 of a 3 phase project.
2028-29	12	MTSU	Campus Wide Fire and Life Safety Systems Updates Phase 3	$2,750,000	Upgrade fire alarm systems, fire sprinkler systems, fire loops, and all related fire and life safety systems campus wide to address MTSU's priority list in bringing these systems up to current technology and to improve the reliability and addressability of these systems. This request represents Phase 3 of a 3 phase project.
			Total Project Cost	**$21,780,000**	
2029-30	1	MTSU	Multiple Buildings Structural, Exteriors, and Roof Repairs and Replacments Phase 4	$1,000,000	Repair or replacement of various roofs and exterior envelope components in multiple buildings on campus including roofing, roof coping, roof drains, scuppers, exterior cladding, gutters & downspouts, doors, windows, overhangs, porches, stairs, and all related work. This project also involves the repair or replacement of structural components of multiple buildings on campus. This request represents phase 4 of a 4 phase project.
2029-30	2	MTSU	Multiple Bldgs HVAC and Controls Updates Phase 3	$1,000,000	Identification and replacment of existing mechanical equipment, HVAC piping, and plumbing piping across campus that has met or exceeded its anticipated service life. The project will also update legacy controls components and associated controls in multiple buildings on campus. This request represents phase 3 of a 6 phase project.
2029-30	3	MTSU	Campus wide Lighting and Electrical Updates Phase 3	$1,000,000	Campus wide modifications to building electrical systems, interior and exterior lighting, and lighting controls. This request represents phase 3 of a 5 phase project.
2029-30	4	MTSU	Campus Wide Access Controls and Security Updates Phase 3	$1,000,000	Update of campus access control and security systems including hardware, software, and system components. This request represents phase 3 of a 3 phase project.
2029-30	5	MTSU	Multiple Buildings Elevator Modernizations Phase 3	$1,500,000	Upgrade and repairs of elevators in multiple buildings campus wide and all related work. This request represents phase 3 of a 5 phase project.

2029-30	6	MTSU	Campus Wide IT Infrastructure Updates Phase 3	$2,500,000	Update and modernize campus IT infrastructure through upgrades across multiple buildings, including structured cabling, network switches, patch panels, and related components. The work addresses aging, end-of-life systems that no longer support current technology demands or performance expectations. Improvements will enhance network reliability, increase bandwidth capacity, and standardize infrastructure to current industry standards. This phase establishes a scalable foundation to support academic, administrative, and future technology needs across campus. This request represents phase 3 of a 4 phase project.
2029-30	7	MTSU	Central Plant and Campus Utilities Updates Phase 4	$1,000,000	Repair, replacement, and updating of the following utility systems: central plant chillers, cooling towers, pumps, auxilliary equipment, electrical infrastructure, and all related work in the central plant and satellite chiller plant; centralized and de-centralized campus utilities including, but not limited to: underground electrical, steam, steam condensate, hot water, steam manhole, sanitary sewer, domestic water, backflow preventers, stormwater infrastructure, building level chillers, building level boilers, pumps, heat exchangers, and all related work. This request represents phase 4 of a 6 phase project.
2029-30	8	MTSU	Multiple Buildings Plumbing and Restroom Upgrades Phase 3	$2,500,000	Repair and replacement of HVAC and Plumbing hydronic systems across campus. Upgrade and repairs of plumbing systems and restrooms in multiple buildings campus wide and all related work. Provide water intrusion prevention, utility isolation, leak detection, and associated controls in buildings across campus in conjunction with industry best practices and the State's flood mitigation initiatives. This request represents phase 3 of a 3 phase project.
2029-30	9	MTSU	Multiple Buildings Hydronic Systems Renovations Phase 3	$500,000	Repair and replacement of HVAC and Plumbing hydronic systems across campus. Provide water intrusion prevention, utility isolation, leak detection, and associated controls in buildings across campus in conjunction with industry best practices and the State's flood mitigation initiatives. This request represents phase 3 of a 3 phase project.
2029-30	10	MTSU	Campus Wide Sidewalk Repairs Phase 3	$500,000	Repair and replacment of sidewalks and hardscape areas on campus to provide accessible walkways free of obstructions and impediments. This request represents phase 3 of a 3 phase project.

			Total Project Cost	**$12,500,000**	
2030-31	1		Multiple Bldgs HVAC and Controls Updates Phase 4	$1,000,000	Identification and replacment of existing mechanical equipment, HVAC piping, and plumbing piping across campus that has met or exceeded its anticipated service life. The project will also update legacy controls components and associated controls in multiple buildings on campus. This request represents phase 4 of a 6 phase project.
2030-31	2		Campus wide Lighting and Electrical Updates Phase 4	$1,000,000	Campus wide modifications to building electrical systems, interior and exterior lighting, and lighting controls. This request represents phase 4 of a 5 phase project.
2030-31	3		Multiple Buildings Elevator Modernizations Phase 4	$1,500,000	Upgrade and repairs of elevators in multiple buildings campus wide and all related work. This request represents phase 4 of a 5 phase project.
2030-31	4	MTSU	Campus Wide IT Infrastructure Updates Phase 4	$2,500,000	Update and modernize campus IT infrastructure through upgrades across multiple buildings, including structured cabling, network switches, patch panels, and related components. The work addresses aging, end-of-life systems that no longer support current technology demands or performance expectations. Improvements will enhance network reliability, increase bandwidth capacity, and standardize infrastructure to current industry standards. This phase establishes a scalable foundation to support academic, administrative, and future technology needs across campus. This request represents phase 4 of a 4 phase project.
2030-31	5		Central Plant and Campus Utilities Updates Phase 5	$750,000	Repair, replacement, and updating of the following utility systems: central plant chillers, cooling towers, pumps, auxilliary equipment, electrical infrastructure, and all related work in the central plant and satellite chiller plant; centralized and de-centralized campus utilities including, but not limited to: underground electrical, steam, steam condensate, hot water, steam manhole, sanitary sewer, domestic water, backflow preventers, stormwater infrastructure, building level chillers, building level boilers, pumps, heat exchangers, and all related work. This request represents phase 5 of a 6 phase project.
			Total Project Cost	**$6,750,000**	

2031-32	1		Multiple Bldgs HVAC and Controls Updates Phase 5	$585,000	Identification and replacment of existing mechanical equipment, HVAC piping, and plumbing piping across campus that has met or exceeded its anticipated service life. The project will also update legacy controls components and associated controls in multiple buildings on campus. This request represents phase 5 of a 6 phase project.
2031-32	2		Campus wide Lighting and Electrical Updates Phase 5	$750,000	Campus wide modifications to building electrical systems, interior and exterior lighting, and lighting controls. This request represents phase 5 of a 5 phase project.
2031-32	3		Multiple Buildings Elevator Modernizations Phase 5	$1,150,000	Upgrade and repairs of elevators in multiple buildings campus wide and all related work. This request represents phase 5 of a 5 phase project.
2031-32	4		Central Plant and Campus Utilities Updates Phase 6	$750,000	Repair, replacement, and updating of the following utility systems: central plant chillers, cooling towers, pumps, auxilliary equipment, electrical infrastructure, and all related work in the central plant and satellite chiller plant; centralized and de-centralized campus utilities including, but not limited to: underground electrical, steam, steam condensate, hot water, steam manhole, sanitary sewer, domestic water, backflow preventers, stormwater infrastructure, building level chillers, building level boilers, pumps, heat exchangers, and all related work. This request represents phase 6 of a 6 phase project.
			Total Project Cost	**$3,235,000**	

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Central Plant and Campus Utilities Updates Phase 2
City/County: Murfreesboro/Rutherford

2 Fiscal Year: 2027-28

3

		New		Reno/Maint
	Capital Outlay			
X	Capital Maintenance	0	Gross Sq.Ft.	0
	Disclosure	0	Net Sq.Ft.	0
X	Designer Required	0.00	Cost/Sq.Ft.	0.00

4 Project Description:

Repair, replacement, and updating of the following utility systems: central plant chillers, cooling towers, pumps, auxilliary equipment, electrical infrastructure, and all related work in the central plant and satellite chiller plant; centralized and de-centralized campus utilities including, but not limited to: underground electrical, steam, steam condensate, hot water, steam manhole, sanitary sewer, domestic water, backflow preventers, stormwater infrastructure, building level chillers, building level boilers, pumps, heat exchangers, and all related work. This project represents phase 2 of a 6 phase project.

Proj. Type	If new const., is it in the Master Plan	If new will it add to E&G?
Maintenance	No	No

5

Total Project	This Request					
		Estimated Building Construction Cost:				0
6,000,000	1,715,000	Building Construction				
4,660,000	1,000,000	Site & Utilities				
		Built-in Equipment				
10,660,000	2,715,000	**Bid Target**				
1,066,000	271,500	Contingency:	10.00	10.00	percent	
11,726,000	2,986,500	**MACC** (Maximum Allowable Construction Cost)				
866,700	245,370	Fee:	35/LogP-1.15=	7.39126409		renovation
	0	Movable Equipment				
150,000	50,000	first other	*Haz Mat,Comm, Surveys*			
0	0	second other				
257,300	118,130	Administration & Miscellaneous				
13,000,000	3,400,000	**Total Cost**				

6 Funding Request:

	THIS REQUEST	
13,000,000	3,400,000	STATE funds
0	0	FEDERAL funds
		Local and Institutional Funds

7 Previous SBC Approved Funding:

		fund year	description
already approved for existing SBC project	5,000,000	FY 23/24	Phase I
5,000,000	0		
	0		
plus This Request	0		
3,400,000	0		

8 SBC Action: If an existing project, SBC Project No.: NA

9 Designer: NA

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University
Project: Central Plant and Campus Utilities Updates Phase 2

A. Architectural Program Scope

Taking place throughout the nearly 500 acre boundary of the main campus, this project is intended to address necessary repairs, replacement, and updating of the aging central chilled water plant and utilities infrastructure. All aging equipment in the Central Chilled Water and Satellite Chilled Water plants is included in this scope. The site utilities include, but are not limited to, the underground electrical, chilled water, steam, steam condensate, steam manhole, sanitary sewer, domestic water, hot water, and backflow preventers, and stormwater infrastructure. The project also includes all decentralized chilled water systems, hot water systems, heat exchangers, pumps, and all related work.

B. Evidence of Physical Facility Need

Age, condition, and available capacity for the centralized chilled water equipment on campus necessitates the replacement of equipment. Due to age, condition, settling, and localized disturbances, portions of the campus' utility infrastructure is in various stages of considerable deterioration and is at risk for failure. Potential power outages, local failures at various sections of sanitary sewer, deteriorated piping insulation systems, and steaming manholes have been observed and noted in the campus' work order system. Infrared surveys have shown evidence of steam and steam condensate leaks underground. In addition, a survey completed by the Murfreesboro Water Resources Dept. showed numerous locations around campus that need to be addressed.

C. Historical Profile

Existing sanitary sewer line installations date back to 1911 in some cases. Other sewer lines needing improvement are over 50 years old and were installed as brittle clay pipe. Refer to the 2016 Master Plan info for age of chilled water, steam, and steam condensate piping. Underground domestic water piping installations range from 1960 to 1968 in various sections. Thermal imaging of the steam and steam condensate systems is also provided from a 2016 report.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

Central Chilled Water Utility Plant: 80

3.3 Project Support Documentation Sheet-2

Institution: Middle Tennessee State University
Project: Central Plant and Campus Utilities Updates Phase 2

E. Cost Basis for Construction Estimate and Other Costs

Estimates were based on historical data and current capital maintenance utilities projects. Updates to the systems were selected based on a prioritized list that cataloged the deterioration of the systems. Additional costs were added for anticipated rock excavation and other site constraints.

F. Project Schedule

The project will be presented at the July 2027 SBC meeting, and July 2027 ESC Meeting for designer selection. The design has an anticipated duration of six months and the project will be bid in the March 2028 timeframe to provide ample time for coordination of traffic and closures during the summer months.

G Campus or Architectural Program Impact

The centralized and decentralized heating and cooling systems systems and underground utilities represent critical infrastructure elements required for basic Campus operations. Any disruption of services will be immediately reflected in the need to vacate buildings or reschedule critical activities and limiting the use of the overall Campus.

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Multiple Bldgs HVAC and Controls Updates Phase 1
City/County: Murfreesboro/Rutherford

2 Fiscal Year: 2027-28

3

		New		Reno/Maint
	Capital Outlay			
X	Capital Maintenance	0	Gross Sq.Ft.	0
	Disclosure	0	Net Sq.Ft.	0
X	Designer Required	0.00	Cost/Sq.Ft.	0.00

4 Project Description:

Identification and replacment of existing mechanical equipment, HVAC piping, and plumbing piping across campus that has met or exceeded its anticipated service life. The project will also update legacy controls components and associated controls in multiple buildings on campus. This project represents phase 1 of a 6 phase project.

Proj. Type: Maintenance
If new const., is it in the Master Plan: No
If new will it add to E&G?: No

5

Estimated Building Construction Cost: 0

Total Project	This Request					
6,150,000	2,200,000	Building Construction				
0		Site & Utilities				
		Built-in Equipment				
6,150,000	2,200,000	**Bid Target**				
615,000	220,000	Contingency:	10.00	10.00	percent	
6,765,000	2,420,000	**MACC** (Maximum Allowable Construction Cost)				
521,047	202,300	Fee:	35/LogP-1.15=	7.70210165		renovation
	0	Movable Equipment				
400,000	125,000	first other	*Haz Mat,Comm, Surveys*			
0	0	second other				
313,953	82,700	Administration & Miscellaneous				
8,000,000	2,830,000	**Total Cost**				

6 Funding Request:

	THIS REQUEST	
8,000,000	2,830,000	STATE funds
0	0	FEDERAL funds
		Local and Institutional Funds

7 Previous SBC Approved Funding:

	fund year	description
already approved for existing SBC project: 0	0	
	0	
	0	
plus This Request: 2,830,000	0	
	0	

8 SBC Action: If an existing project, SBC Project No.: NA

9 Designer: NA

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University
Project: Multiple Bldgs HVAC and Controls Updates Phase 1

A. Architectural Program Scope

The project will replace aged mechanical equipment on campus including, but not limited to Variable Frequency Drives (VFDs), pumps, heat exchangers, fans, motors, fan coil units, Variable Air Volume (VAV) boxes, etc. The project will also identify all legacy hardware and software control elements on campus served by the Siemens control system. All legacy pneumatics, valves, dampers, actuators, sensors, wiring, freeze protection, flow meters, airflow measuring stations, VFDs, etc. in multiple buildings will be removed and replaced. Hydronic piping including HVAC piping, domestic water piping, sanitary sewer piping, and all related work is also included.

B. Evidence of Physical Facility Need

The mechanical equipment and piping identified for removal and replacment is at or near the end of the anticipated service life. In addition, the condition, work order history, and lack of availabile of parts demonstrates the need for updating this equipment. With the migation of all control components to Direct Digital Control (DDC) over the past 20 years, the remaining pneumatic components on campus are outdated and in need of immediate replacment. The remaining legacy devices (sensors, flow stations, dampers, actuators, etc.) are at the end of their anticipated service life and in need of replacment.

C. Historical Profile

The American Society of Heating, Refrigeration, and Air Conditioning Engineers (ASHRAE) lists the anticipated service life for the following equipment: VAV boxes and fan coil units - 20 years, Dampers - 20 years, Fans - 15-25 years, Heat Exchangers - 24 years, Pumps - 20 years, motors - 18 years, starters - 17 years, Controls - 15-20 years, actuators - 15-20 years. The equipment and controls to be replaced in this project are currently at or exceed the ages included in this list.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

2023 AMG Score: 60; 2023 Jones Hall Score: 70; 2023 JUB Score: 70; 2023 SFA Score: 70; 2023 KUC Score: 70; 2023 Murphy Center Score: 70; 2023 Fairview Bldg Score: 70; 2023 College Heights Score: 70; 2023 Science Bldg Score: 70; 2023 Wiser Patten Score: 80; 2023 Forrest Hall Score: 80; 2023 Todd Hall Score: 80; 2023 BDA Score: 80; 2023 Cope Admin Bldg Score: 80; 2023 Davis Science Score: 80; 2023 Peck Hall Score: 80

3.3 Project Support Documentation Sheet-2

Institution: Middle Tennessee State University
Project: Multiple Bldgs HVAC and Controls Updates Phase 1

E. Cost Basis for Construction Estimate and Other Costs

Estimates are based on historical data and current contract rates with campus contractors SM Lawrence and Siemens.

F. Project Schedule

The project will be presented at the July 2027 SBC meeting, and July 2027 ESC Meeting for designer selection. The design has an anticipated duration of six months and the project will be bid in the March 2028 timeframe to provide ample time for coordination of traffic and closures during the summer months.

G Campus or Architectural Program Impact

N/A

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Campus wide Lighting and Electrical Updates Phase 1
City/County: Murfreesboro/Rutherford

2 Fiscal Year: 2027-28

3

		New		Reno/Maint
	Capital Outlay			
X	Capital Maintenance	0	Gross Sq.Ft.	0
	Disclosure	0	Net Sq.Ft.	0
X	Designer Required	0.00	Cost/Sq.Ft.	0.00

4 Project Description:

Campus wide modifications to building electrical systems, interior and exterior lighting, and lighting controls. This request represents phase 1 of a 5 phase project.

Proj. Type: Maintenance
If new const., is it in the Master Plan: No
If new will it add to E&G?: No

5

Estimated Building Construction Cost: 0

Total Project	This Request				
6,175,000	1,325,000	Building Construction			
0		Site & Utilities			
		Built-in Equipment			
6,175,000	1,325,000	**Bid Target**			
617,500	132,500	Contingency:	10.00	10.00	percent
6,792,500	1,457,500	**MACC** (Maximum Allowable Construction Cost)			
523,003	127,190	Fee:	35/LogP-1.15=	7.69971343	renovation
	0	Movable Equipment			
400,000	100,000	first other	*Haz Mat,Comm, Surveys*		
0	0	second other			
284,497	65,310	Administration & Miscellaneous			
8,000,000	1,750,000	**Total Cost**			

6 Funding Request:

	THIS REQUEST	
8,000,000	1,750,000	STATE funds
0	0	FEDERAL funds
		Local and Institutional Funds

7 Previous SBC Approved Funding:

	fund year	description
already approved for existing SBC project: 0	0	
	0	
	0	
plus This Request: 1,750,000	0	
	0	

8 SBC Action: If an existing project, SBC Project No.: NA

9 Designer: NA

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University
Project: Campus wide Lighting and Electrical Updates Phase 1

A. Architectural Program Scope

The project will include repair and replacment of existing building electrical systems including panelboards, breakers, switches, receptacles, wiring, metering, transformers, and all related work. The campus is also currently served by 13 different interior lighting control systems of varying age and condition. Interior lighting, lighting controls, and the associated components (i.e. controllers, mechoshades, etc.) will be re-configured and replaced as necessary to provide a consolidated and updated system to serve the campus. Site lighting and lighting and lighting controls associated with multiple buildings on campus will also be updated to provide improved illumination and increased security.

B. Evidence of Physical Facility Need

The electrical systems identified for removal and replacement are at or near the end of the anticipated service life. In addition, the existing condition and work order history demonstrates the need for updating these systems. Building lighting and lighting controls to be replaced in this project are either past their expected service life span or currently present ongoing maintenance and operational issues that require frequent attention. Consolidation around a campus standard approach for these systems will reduce time and effort spent troubleshooting and repairing these systems. Site lighting and lighting controls are needed to address improve light levels in various locations to increase campus security.

C. Historical Profile

N/A

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

2023 AMG Score: 70; 2023 Jones Hall Score: 60; 2023 Sam Ingram Bldg Score: 70; 2023 KUC Score: 70; 2023 Fairview Bldg Score: 70; 2023 Stark Ag Score: 80; 2023 Peck Hall Score: 80; 2023 Todd Hall Score: 70; 2023 EHS Score: 80; 2023 Cope Admin Bldg Score: 80; 2023 SFA Score: 80; 2023 JUB Score: 80

3.3 Project Support Documentation Sheet-2

Institution: Middle Tennessee State University
Project: Campus wide Lighting and Electrical Updates Phase 1

E. Cost Basis for Construction Estimate and Other Costs

Cost basis was determined from recent MTSU projects as well as manufacturer provided budget estimates.

F. Project Schedule

The project will be presented at the July 2027 SBC meeting, and July 2027 ESC Meeting for designer selection. The design has an anticipated duration of six months and the project will be bid in the March 2028 timeframe to provide ample time for coordination of traffic and closures during the summer months.

G Campus or Architectural Program Impact

N/A

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Multiple Buildings Elevator Modernizations Phase 1
City/County: Murfreesboro/Rutherford

2 Fiscal Year: 2027-28

3

		New		Reno/Maint
	Capital Outlay			
X	Capital Maintenance	0	Gross Sq.Ft.	0
	Disclosure	0	Net Sq.Ft.	0
X	Designer Required	0.00	Cost/Sq.Ft.	0.00

4 Project Description:

Upgrade and repairs of elevators in multiple buildings campus wide and all related work. This project represents phase 1 of a 5 phase project.

Proj. Type: Maintenance
If new const., is it in the Master Plan: No
If new will it add to E&G?: No

5

Estimated Building Construction Cost: 0

Total Project	This Request				
6,500,000	2,165,000	Building Construction			
0		Site & Utilities			
		Built-in Equipment			
6,500,000	2,165,000	**Bid Target**			
650,000	216,500	Contingency:	10.00	10.00	percent
7,150,000	2,381,500	**MACC** (Maximum Allowable Construction Cost)			
548,380	199,340	Fee:	35/LogP-1.15=	7.66964459	renovation
	0	Movable Equipment			
375,000	75,000	first other	*Haz Mat,Comm, Surveys*		
0	0	second other			
326,620	94,160	Administration & Miscellaneous			
8,400,000	2,750,000	**Total Cost**			

6 Funding Request:

	THIS REQUEST	
8,400,000	2,750,000	STATE funds
0	0	FEDERAL funds
		Local and Institutional Funds

7 Previous SBC Approved Funding:

	fund year	description
already approved for existing SBC project: 0	0	
	0	
	0	
plus This Request: 2,750,000	0	
	0	

8 SBC Action: If an existing project, SBC Project No.: NA

9 Designer: NA

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University
Project: Multiple Buildings Elevator Modernizations Phase 1

A. Architectural Program Scope

To provide the necessary modernization and/or repairs of passenger and freight elevators including but not limited to those located in James Walker Library, Miller Education Center, Business and Aerospace Building, Bragg Media and Entertainment Building, Jones Hall, Telecom Building, Todd Art Building, Wright Music Building, James Union Building, Murphy Center, Cope Administration Building, Sam Ingram Building, and Honors College Building

B. Evidence of Physical Facility Need

A review of the facilities' elevator inventory for these buildings, combined with age, general condition, past work order history, visual inspections, occurance of repair, and lack of available replacement parts demonstrates the need for modernization.

C. Historical Profile

Elevators were installed in the buildings listed in the following year:
James Walker Library - 1997, Peck Hall - 2005, Miller Education Center - 1998, Cason Kennedy Nursing Building - 1994, Business and Aerospace Building - 1995, Bragg Media and Entertainment Building - 1990, Andrew Todd Hall - 2004, James Union Building - 2002, Murphy Center - 2004, Sam Ingram Building - 2006

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

James Walker Library - Score 60 based on survery in 2021; Peck Hall - Score of 70 based on survey in 2021 review; Miller Education Center scored a 70 based on a 2019 review; Cason Kennedy scored a 60 based on a 2021 survey; BAS scored a 70 based on a 2019 survey; Bragg scored a 70 based on a 2017 survey; Todd Hall scored a 70 based; JUB scored a 70; Sam Ingram Building scored a 70; Cope Administration Building scored a 70; and Murphy Center scored a 70.

3.3 Project Support Documentation Sheet-2

Institution: Middle Tennessee State University
Project: Multiple Buildings Elevator Modernizations Phase 1

E. Cost Basis for Construction Estimate and Other Costs

The cost for each site specific elevator modernization has been developed with recently bid capital maintenance projects involving similar size and scope elevators. Additional cost information was also provided by the Campus elevator vendor/contractor who currently holds the five year annual maintenance agreement.

F. Project Schedule

The project will be presented at the July 2027 SBC meeting, and July 2027 ESC Meeting for designer selection. The design has an anticipated duration of six months and the project will be bid in the March 2028 timeframe to provide ample time for coordination of traffic and closures during the summer months.

G Campus or Architectural Program Impact

Vertical circulation and access to all floors of a building are an inherent needs of every faculty member, student, and visitor. Elevators are a critical component of the operational requirements of any building on Campus. Beyond the immediate, obvious accessibility need, elevators represent compliance to national accessibility requirements critical to the sucess of everyone on Campus.

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Multiple Bldgs Plumbing & Restrooms Upgrades Phase 1
City/County: Murfreesboro/Rutherford

2 Fiscal Year: 2027-28

3

		New		Reno/Maint
	Capital Outlay			
X	Capital Maintenance	0	Gross Sq.Ft.	0
	Disclosure	0	Net Sq.Ft.	0
X	Designer Required	0.00	Cost/Sq.Ft.	0.00

4 Project Description:

Repair and replacement of HVAC and Plumbing hydronic systems across campus. Upgrade and repairs of plumbing systems and restrooms in multiple buildings campus wide and all related work. Provide water intrusion prevention, utility isolation, leak detection, and associated controls in buildings across campus in conjunction with industry best practices and the State's flood mitigation initiatives. This request represents phase 1 of a 3 phase project.

Proj. Type: Maintenance
If new const., is it in the Master Plan: No
If new will it add to E&G?: No

5

Estimated Building Construction Cost: 0

Total Project	This Request				
5,925,000	1,975,000	Building Construction			
0		Site & Utilities			
		Built-in Equipment			
5,925,000	1,975,000	**Bid Target**			
592,500	197,500	Contingency:	10.00	10.00	percent
6,517,500	2,172,500	**MACC** (Maximum Allowable Construction Cost)			
503,419	183,250	Fee:	35/LogP-1.15=	7.72411265	renovation
	0	Movable Equipment			
225,000	75,000	first other	*Haz Mat,Comm, Surveys*		
0	0	second other			
254,081	69,250	Administration & Miscellaneous			
7,500,000	2,500,000	**Total Cost**			

6 Funding Request:

	THIS REQUEST	
7,500,000	2,500,000	STATE funds
0	0	FEDERAL funds
		Local and Institutional Funds

7 Previous SBC Approved Funding:

	fund year	description
already approved for existing SBC project: 0	0	
	0	
	0	
plus This Request: 2,500,000	0	
	0	

8 SBC Action: If an existing project, SBC Project No.: NA

9 Designer: NA

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University
Project: Multiple Bldgs Plumbing & Restrooms Upgrades Phase 1

A. Architectural Program Scope

The scope of this project includes repairing or replacing plumbing fixtures, water heaters, plumbing and HVAC piping systems, and related plumbing accessories on campus. The project will also include related updates to building restrooms.

B. Evidence of Physical Facility Need

A review of campus plumbing systems that present ongoing maintenance issues combined with age, general condition, past work order history, visual inspections, and lack of available replacement parts demonstrates the need for modernization.

C. Historical Profile

The age of buildings on campus range from nearly new to 110 years old. Due to the poor condition and functional degradation associated with aged plumbing systems, all buildings on campus with an age greater than 20 years will be considered a potential candidate for this project.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

2023 Jones Hall Score: 60; 2023 AMG Score: 70; 2023 JUB Score: 70; 2023 SFA Score: 70; 2023 EHS Score: 70; 2023 BDA Score: 70; 2023 Cope Admin Bldg Score: 70; 2023 KUC Score: 70; 2023 Peck Hall Score: 70; 2023 Stark Ag Score: 70; 2023 McFarland Bldg Score: 70

3.3 Project Support Documentation Sheet-2

Institution: Middle Tennessee State University
Project: Multiple Bldgs Plumbing & Restrooms Upgrades Phase

E. Cost Basis for Construction Estimate and Other Costs

Cost basis was determined from recent MTSU projects and cost estimating software.

F. Project Schedule

The project will be presented at the July 2027 SBC meeting, and July 2027 ESC Meeting for designer selection. The design has an anticipated duration of six months and the project will be bid in the March 2028 timeframe to provide ample time for coordination of traffic and closures during the summer months.

G Campus or Architectural Program Impact

In accordance with the State of Tennessee Claims and Risk Management's emphasis on updating and implementing a campus specific Water Intrusion Plan, this project seeks to identify and update HVAC and plumbing systems on campus with a specific emphasis on mitigating flooding and water intrusion in buildings.

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Campus Wide IT Infrastructure Updates Phase 1
City/County: Murfreesboro/Rutherford

2 Fiscal Year: 2027-28

3

		New		Reno/Maint
	Capital Outlay			
X	Capital Maintenance	0	Gross Sq.Ft.	0
	Disclosure	0	Net Sq.Ft.	0
X	Designer Required	0.00	Cost/Sq.Ft.	0.00

4 Project Description:

Update and modernize campus IT infrastructure through upgrades across multiple buildings, including structured cabling, network switches, patch panels, and related components. The work addresses aging, end-of-life systems that no longer support current technology demands or performance expectations. Improvements will enhance network reliability, increase bandwidth capacity, and standardize infrastructure to current industry standards. This phase establishes a scalable foundation to support academic, administrative, and future technology needs across campus. This request represents phase 1 of a 4 phase project.

Proj. Type: Maintenance
If new const., is it in the Master Plan: No
If new will it add to E&G?: No

5

Total Project	This Request				
		Estimated Building Construction Cost:			0
5,925,000	1,975,000	Building Construction			
0		Site & Utilities			
		Built-in Equipment			
5,925,000	1,975,000	**Bid Target**			
592,500	197,500	Contingency:	10.00	10.00	percent
6,517,500	2,172,500	**MACC** (Maximum Allowable Construction Cost)			
503,419	183,250	Fee:	35/LogP-1.15=	7.72411265	renovation
	0	Movable Equipment			
225,000	75,000	first other	*Haz Mat,Comm, Surveys*		
0	0	second other			
254,081	69,250	Administration & Miscellaneous			
7,500,000	2,500,000	**Total Cost**			

6 Funding Request:

THIS REQUEST		
7,500,000	2,500,000	STATE funds
0	0	FEDERAL funds
		Local and Institutional Funds

7 Previous SBC Approved Funding:

already approved for existing SBC project	fund year	description
0	0	
	0	
	0	
plus This Request	0	
2,500,000	0	

8 SBC Action: If an existing project, SBC Project No.: NA

9 Designer: NA

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University
Project: Campus Wide IT Infrastructure Updates Phase 1

A. Architectural Program Scope

The scope of this project includes upgrading and modernizing campus IT infrastructure systems across multiple buildings to improve reliability, performance, and long-term supportability. Work will include the replacement and installation of structured cabling, network switches, patch panels, connectivity components and related infrastructure necessary to support current and future campus technology demands. The project will address aging and end-of-life systems that no longer meet operational, academic, and administrative requirements

B. Evidence of Physical Facility Need

The existing campus IT infrastructure in multiple buildings has reached or is approaching end-of-life status and no longer adequately supports current operational, academic, and technology demands. Aging structured cabling, network switches, patch panels, and related components have resulted in limited bandwidth capacity, reduced reliability, increased maintenance issuess, and inconsistent infrastructure standards across campus. Continued reliance on outdated systems increases the risk of service interruptions and limits the university's ability to support modern instructional technologies, administrative operations, and future campus growth

C. Historical Profile

The age of buildings on campus range from nearly new to 110 years old. Due to the deterioration and functional limitations associated with aging structured cabling, buildings with infrastructure exceeding current technology and performance standards will be considered potential candidates for this project.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

3.3 Project Support Documentation Sheet-2

Institution: Middle Tennessee State University
Project: Campus Wide IT Infrastructure Updates Phase 1

E. Cost Basis for Construction Estimate and Other Costs

Cost basis was determined from recent MTSU projects and cost estimating software.

F. Project Schedule

The project will be presented at the July 2027 SBC meeting, and July 2027 ESC Meeting for designer selection. The design has an anticipated duration of six months and the project will be bid in the March 2028 timeframe to provide ample time for coordination of traffic and closures during the summer months.

G Campus or Architectural Program Impact

The campus' IT infrastructure is a critical component of ongoing University operations and business continuity. Aging equipment can signifncantly impact the reliability of these systems and impede and/or restrict access to student learning environments, business accounting and procurement processes, and life safety systems. Maintaining updated IT infrastructure is a high priority for the campus.

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Science Building HVAC and Exhaust Updates
City/County: Murfreesboro/Rutherford

2 Fiscal Year: 2027-28

3

		New		Reno/Maint
	Capital Outlay			
X	Capital Maintenance	0	Gross Sq.Ft.	0
	Disclosure	0	Net Sq.Ft.	0
X	Designer Required	0.00	Cost/Sq.Ft.	0.00

4 Project Description:

To improve the operational efficiency, system reliability, and diagnostic capability of the existing systems, this project includes addressing operational deficiencies, re-balancing and retro-commissioning existing components, and implementing new energy conservation measures. Existing HVAC components will be replaced and upgraded as necessary to facilitate the project goals.

Proj. Type	If new const., is it in the Master Plan	If new will it add to E&G?
Maintenance	No	No

5

Total Project	This Request					
		Estimated Building Construction Cost:				0
2,800,000	2,875,000	Building Construction				
0		Site & Utilities				
		Built-in Equipment				
2,800,000	2,875,000	**Bid Target**				
280,000	287,500	Contingency:	10.00	10.00	percent	
3,080,000	3,162,500	**MACC** (Maximum Allowable Construction Cost)				
252,409	258,620	Fee:	35/LogP-1.15=	8.19510806		renovation
	0	Movable Equipment				
75,000	75,000	first other	*Haz Mat,Comm, Surveys*			
0	0	second other				
92,591	103,880	Administration & Miscellaneous				
3,500,000	3,600,000	**Total Cost**				

6 Funding Request:

	THIS REQUEST	
3,500,000	3,600,000	STATE funds
0	0	FEDERAL funds
		Local and Institutional Funds

7 Previous SBC Approved Funding:

	fund year	description
already approved for existing SBC project: 0	0	
	0	
	0	
plus This Request: 3,600,000	0	
	0	

8 SBC Action: If an existing project, SBC Project No.: NA

9 Designer: NA

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University
Project: Science Building HVAC and Exhaust Updates

A. Architectural Program Scope

The existing HVAC system including the air-handlers, variable volume air valves, exhaust fans, lab hoods, and control system will be upgraded and optimized for improved reliability, functionality, maintainability, and energy savings.

B. Evidence of Physical Facility Need

The Science building's 160 lab hoods must meet strict operational limits to maintain their annual certification. As HVAC systems tend to drift over time from the original test and balance values and various operational issues related to the air valves have been discovered since the building's completion, it has become necessary to re-balance and retro-commission the HVAC systems in the building to "reset" to the original design values. Valve actuators have also been cycling excessively and failing prematurely leading to higher than expected maintenance costs. Failed or outdated equipment and programming will also be addressed and replaced if necessary to achieve the energy and operational goals of the project.

C. Historical Profile

Original building was completed in 2014.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

SCI: 70

3.3 Project Support Documentation Sheet-2

Institution: Middle Tennessee State University
Project: Science Building HVAC and Exhaust Updates

E. Cost Basis for Construction Estimate and Other Costs

Estimates were based on historical data and current capital maintenance utilities projects. Updates to the systems were selected based on a prioritized list that cataloged the deterioration of the systems.

F. Project Schedule

The project will be presented at the July 2027 SBC meeting, and July 2027 ESC Meeting for designer selection. The design has an anticipated duration of six months and the project will be bid in the March 2028 timeframe to provide ample time for coordination of traffic and closures during the summer months.

G Campus or Architectural Program Impact

The Science building includes laboratory equipment that is unique to the campus. Extended outages of lab hoods can cause a significant impact on the ability of instructors to conduct classes. The improvements in funcationality and reliabilty of the lab exhaust systems serve a central role in providing consistent operation for the facility.

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Non-Commercial Building Updates Phase 1
City/County: Murfreesboro/Rutherford

2 Fiscal Year: 2027-28

3

		New		Reno/Maint
	Capital Outlay			
X	Capital Maintenance	0	Gross Sq.Ft.	0
	Disclosure	0	Net Sq.Ft.	0
X	Designer Required	0.00	Cost/Sq.Ft.	0.00

4 Project Description:

Address major HVAC, electrical, plumbing, interiors, and exterior envelope for non-commercially constructed buildings on campus. This request represents phase 1 of a 2 phase project.

Proj. Type: Maintenance
If new const., is it in the Master Plan: No
If new will it add to E&G?: No

5

Estimated Building Construction Cost: 0

Total Project	This Request				
760,000	380,000	Building Construction			
0		Site & Utilities			
		Built-in Equipment			
760,000	380,000	**Bid Target**			
76,000	38,000	Contingency:	10.00	10.00	percent
836,000	418,000	**MACC** (Maximum Allowable Construction Cost)			
76,642	40,910	Fee:	35/LogP-1.15=	9.16766742	renovation
	0	Movable Equipment			
50,000	25,000	first other	*Haz Mat,Comm, Surveys*		
0	0	second other			
37,358	16,090	Administration & Miscellaneous			
1,000,000	500,000	**Total Cost**			

6 Funding Request:

	THIS REQUEST	
1,000,000	500,000	STATE funds
0	0	FEDERAL funds
		Local and Institutional Funds

7 Previous SBC Approved Funding:

	fund year	description
already approved for existing SBC project: 0	0	
	0	
	0	
plus This Request: 500,000	0	
	0	

8 SBC Action: If an existing project, SBC Project No.: NA

9 Designer: NA

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University
Project: Non-Commercial Building Updates Phase 1

A. Architectural Program Scope

The following non-commercially construction buildings have been aquired by the University in various states of disrepair and require varying degrees of renovation involving the HVAC, electrical, plumbing and structural systems. Interior and exterior finishes also require updates for: 1114 East Lytle St (Lytle House), 1412 East Main (University Police), 2259 Middle Tennessee Blvd. (Alumni Relations House), 209 North Baird Lane (Internal Audit), 1403 East Main Street, Woodmore/Chris Young Cafe, College Heights, 1416 East Main Street (Center for Historic Preservation), Tom H. Jackson Building, WMOT Transmitter, 2263 Middle Tennessee Blvd. (Alumni Office), 1417 East Main Street (Center for Historic Preservation)

B. Evidence of Physical Facility Need

A review of the campus' non-commercial buildings has shown that ongoing maintenance issues combined with age, general condition, past work order history, visual inspections, and lack of available replacement parts demonstrates the need for modernization.

C. Historical Profile

The age of buildings on campus range from nearly new to 110 years old. Due to the poor condition and functional degradation associated with aged non-commercial buildings, all buildings on campus with an age greater than 30 years will be considered a potential candidate for this project.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

1114 East Lytle St Score: 81; 1412 East Main (University Police) Score: 85; 2259 Middle Tennessee Blvd. (Alumni House) Score: 81; 209 North Baird Lane (Internal Audit) Score: 72; 1403 East Main Street Score: 85; Chris Young Café Score: 72; College Heights Score: 75; Tom H. Jackson Building Score: 79; WMOT Transmitter Score: 65, 2263 Middle Tennessee Blvd. (Alumni Office) Score: 83; 1417 East Main Street (Center for Historic Preservation) Score: 62

3.3 Project Support Documentation Sheet-2

Institution: Middle Tennessee State University
Project: Non-Commercial Building Updates Phase 1

E. Cost Basis for Construction Estimate and Other Costs

Cost basis was determined from recent MTSU projects and cost estimating software.

F. Project Schedule

The project will be presented at the July 2027 SBC meeting, and July 2027 ESC Meeting for designer selection. The design has an anticipated duration of six months and the project will be bid in the March 2028 timeframe to provide ample time for coordination of traffic and closures during the summer months.

G Campus or Architectural Program Impact

N/A

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Multiple Bldgs. Hydronic Systems Renovations Phase 1
City/County: Murfreesboro/Rutherford

2 Fiscal Year: 2027-28

3

		New		Reno/Maint
	Capital Outlay			
X	Capital Maintenance	0	Gross Sq.Ft.	0
	Disclosure	0	Net Sq.Ft.	0
X	Designer Required	0.00	Cost/Sq.Ft.	0.00

4 Project Description:

Repair and replacement of HVAC and Plumbing hydronic systems across campus. Provide water intrusion prevention, utility isolation, leak detection, and associated controls in buildings across campus in conjunction with industry best practices and the State's flood mitigation initiatives. This request represents phase 1 of a 3 phase project.

Proj. Type: Maintenance
If new const., is it in the Master Plan: No
If new will it add to E&G?: No

5

Estimated Building Construction Cost: 0

Total Project	This Request					
1,145,000	380,000	Building Construction				
0		Site & Utilities				
		Built-in Equipment				
1,145,000	380,000	**Bid Target**				
114,500	38,000	Contingency:	10.00	10.00	percent	
1,259,500	418,000	**MACC** (Maximum Allowable Construction Cost)				
111,315	40,910	Fee:	35/LogP-1.15=	8.83803001	renovation	
	0	Movable Equipment				
75,000	25,000	first other	*Haz Mat,Comm, Surveys*			
0	0	second other				
54,185	16,090	Administration & Miscellaneous				
1,500,000	500,000	**Total Cost**				

6 Funding Request:

	THIS REQUEST	
1,500,000	500,000	STATE funds
0	0	FEDERAL funds
		Local and Institutional Funds

7 Previous SBC Approved Funding:

	fund year	description
already approved for existing SBC project: 0	0	
	0	
	0	
plus This Request: 500,000	0	
	0	

8 SBC Action: If an existing project, SBC Project No.: NA

9 Designer: NA

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University
Project: Multiple Bldgs. Hydronic Systems Renovations Phase 1

A. Architectural Program Scope

The scope of this project includes repairing or replacing hydronic systems on campus related to HVAC and plumbing systems including but not limited to: piping systems, isolation valves, control valves, plumbing fixtures and flush valves, cleanouts, access ports, etc. To prevent and mitigate water intrusion and flooding in buildings on campus with the implementation of engineered strategies, leak detection devices, isolation valves, and associated controls will be incorporated in existing buildings on campus.

B. Evidence of Physical Facility Need

A review of campus hydronic systems that present ongoing maintenance issues combined with age, general condition, past work order history, visual inspections, and lack of available replacement parts demonstrates the need for modernization. Additionally, in conjunction with the State of Tennessee Division of Claims and Risk Management's emphasis on mitigating damage associated with water intrusion into buildings on campus, MTSU has developed a Water Intrusion Plan to implement various engineered leak detection and flood mitigation strategies across campus. These strategies will provide additional protection of State property and reduce the risk of water damage on campus.

C. Historical Profile

The age of buildings on campus range from nearly new to 110 years old. However, the goal of this project is to mitigate flood damage to the extent possible in all buildings on campus regardless of age. Due to the poor condition and functional degradation associated with aged hydronic systems, all buildings on campus with an age greater than 30 years will be considered a potential candidate for this project.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

2023 Jones Hall Score: 60; 2023 AMG Score: 70; 2023 JUB Score: 70; 2023 SFA Score: 70; 2023 EHS Score: 70; 2023 BDA Score: 70; 2023 Cope Score: 70; 2023 KUC Score: 70; 2023 Peck Hall Score: 70; 2023 Stark Ag Score: 70; 2023 Wright Music Score: 70; 2023 1417 East Main Score: 70; 209 N. Baird Ln Score: 70; 1412 East Main St. Score: 70; 2023 Fairview Bldg Score: 70; 2023 2263 Middle TN Blvd Score: 70; 2023 2259 Middle TN Blvd Score: 70

3.3 Project Support Documentation Sheet-2

Institution: Middle Tennessee State University
Project: Multiple Bldgs. Hydronic Systems Renovations Phase 1

E. Cost Basis for Construction Estimate and Other Costs

Cost basis was determined from recent MTSU projects and cost estimating software.

F. Project Schedule

The project will be presented at the July 2027 SBC meeting, and July 2027 ESC Meeting for designer selection. The design has an anticipated duration of six months and the project will be bid in the March 2028 timeframe to provide ample time for coordination of traffic and closures during the summer months.

G Campus or Architectural Program Impact

In accordance with the State of Tennessee Claims and Risk Management's emphasis on updating and implementing a campus specific Water Intrusion Plan, this project seeks to identify and update HVAC and plumbing systems on campus with a specific emphasis on mitigating flooding and water intrusion in buildings.

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Campus Wide Sidewalk Repairs Phase 1
City/County: Murfreesboro/Rutherford

2 Fiscal Year: 2027-28

3

		New		Reno/Maint
	Capital Outlay			
X	Capital Maintenance	0	Gross Sq.Ft.	0
	Disclosure	0	Net Sq.Ft.	0
X	Designer Required	0.00	Cost/Sq.Ft.	0.00

4 Project Description:

Repair and replacment of sidewalks and hardscape areas on campus to provide accessible walkways free of obstructions and impediments. This request represents phase 1 of a 3 phase project.

Proj. Type: Maintenance
If new const., is it in the Master Plan: No
If new will it add to E&G?: No

5

Estimated Building Construction Cost: 0

Total Project	This Request				
1,145,000	380,000	Building Construction			
0		Site & Utilities			
		Built-in Equipment			
1,145,000	380,000	**Bid Target**			
114,500	38,000	Contingency:	10.00	10.00	percent
1,259,500	418,000	**MACC** (Maximum Allowable Construction Cost)			
111,315	40,910	Fee:	35/LogP-1.15=	8.83803001	renovation
	0	Movable Equipment			
75,000	25,000	first other	*Haz Mat,Comm, Surveys*		
0	0	second other			
54,185	16,090	Administration & Miscellaneous			
1,500,000	500,000	**Total Cost**			

6 Funding Request:

	THIS REQUEST	
1,500,000	500,000	STATE funds
0	0	FEDERAL funds
		Local and Institutional Funds

7 Previous SBC Approved Funding:

	fund year	description
already approved for existing SBC project: 0	0	
	0	
	0	
plus This Request: 500,000	0	
	0	

8 SBC Action: If an existing project, SBC Project No.: NA

9 Designer: NA

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University
Project: Campus Wide Sidewalk Repairs Phase 1

A. Architectural Program Scope

To repair or replace sidewalks on campus to provide safe and accessible walkways.

B. Evidence of Physical Facility Need

Various walkways on campus have shifted and/or been compromised due to cracking and settling. Repair or replacment is needed to reduce tripping hazards and potential liability for the campus.

C. Historical Profile

N/A

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

N/A

3.3 Project Support Documentation Sheet-2

Institution: Middle Tennessee State University
Project: Campus Wide Sidewalk Repairs Phase 1

E. Cost Basis for Construction Estimate and Other Costs

Input from pricing on past projects and recent cost data from the campus' concrete contractor was used to develop the budget for this project.

F. Project Schedule

The project will be presented at the July 2027 SBC meeting, and July 2027 ESC Meeting for designer selection. The design has an anticipated duration of six months and the project will be bid in the March 2028 timeframe to provide ample time for coordination of traffic and closures during the summer months.

G Campus or Architectural Program Impact

N/A

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Campus Fire & Life Safety Systems Updates Phase 2
City/County: Murfreesboro/Rutherford

2 Fiscal Year: 2027-28

3

		New		Reno/Maint
	Capital Outlay			
X	Capital Maintenance	0	Gross Sq.Ft.	0
	Disclosure	0	Net Sq.Ft.	0
X	Designer Required	0.00	Cost/Sq.Ft.	0.00

4 Project Description:

Upgrade fire alarm systems, fire sprinkler systems, fire loops, and all related fire and life safety systems campus wide to address MTSU's priority list in bringing these systems up to current technology and to improve the reliability and addressability of these systems. This request represents Phase 2 of a 3 phase project.

Proj. Type: Maintenance
If new const., is it in the Master Plan: No
If new will it add to E&G?: No

5

Estimated Building Construction Cost: 0

Total Project	This Request					
4,750,000	575,000	Building Construction				
0		Site & Utilities				
		Built-in Equipment				
4,750,000	575,000	**Bid Target**				
475,000	57,500	Contingency:	10.00	10.00	percent	
5,225,000	632,500	**MACC** (Maximum Allowable Construction Cost)				
410,543	59,500	Fee:	35/LogP-1.15=	7.85727765		renovation
	0	Movable Equipment				
0	0	first other	*Haz Mat,Comm, Surveys*			
0	0	second other				
364,457	58,000	Administration & Miscellaneous				
6,000,000	750,000	**Total Cost**				

6 Funding Request:

	THIS REQUEST	
6,000,000	750,000	STATE funds
0	0	FEDERAL funds
		Local and Institutional Funds

7 Previous SBC Approved Funding:

	fund year	description
already approved for existing SBC project		
2,500,000	2,500,000	FY 24/25 Phase 1
	0	
plus This Request	0	
750,000	0	
	0	

8 SBC Action: If an existing project, SBC Project No.: NA

9 Designer: NA

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University
Project: Campus Fire & Life Safety Systems Updates Phase 2

A. Architectural Program Scope

Modernization of the Fire Alarm and Fire Sprinkler Systems shall take place in the following buildings to include, but are not limited to Chris Young Cyber Café(Woodmore), Forrest Hall and Annex , Tennessee Miller Horse Science Building and Addition , Tom Jackson Hall, and Facilities Management Building (Holmes) This is a multi-phase project that consists of the fire sprinkler and fire alarms systems in the buildings listed above as well as any systems not funded in the FY 2017-2018 Life Safety Fire Alarm System Upgrades Phase I project list.

B. Evidence of Physical Facility Need

A review of the fire alarm systems in the listed buildings has revealed that the combination of age, condition, past work order history, occurance of repair, and lack of available replacement parts demonstrates the need for modernization.

C. Historical Profile

Systems were installed in the following years: Chris Young Cyber Café(Woodmore) N/A, Forrest Hall 1976, Tennessee Miller Horse Science Building and Addition 2005, Tom Jackson Hall 1980 and Facilities Management Building (Holmes) 1966

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

Chris Young Cyber Café(Woodmore) 50, Forrest Hall and Annex 50, Tennessee Miller Horse Science Building and Addition 80, Tom Jackson Hall 80 and Facilities Management Building (Holmes) 70.

3.3 Project Support Documentation Sheet-2

Institution: Middle Tennessee State University
Project: Campus Fire & Life Safety Systems Updates Phase 2

E. Cost Basis for Construction Estimate and Other Costs

Estimates were based on historical data and current capital maintenance utilities projects. Updates to the systems were selected based on a prioritized list that cataloged the deterioration of the systems.

F. Project Schedule

The project will be presented at the July 2027 SBC meeting, and July 2027 ESC Meeting for designer selection. The design has an anticipated duration of six months and the project will be bid in the March 2028 timeframe to provide ample time for coordination of traffic and closures during the summer months.

G Campus or Architectural Program Impact

Modern fire alarm and fire suppression systems are critical to the safety of the faculty, staff, and students on the University's campus. Upgrades and improvements to these life safety systems will provide a better means to monitor and respond to life safety events.

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Campus wide Access Control/Security Updates Phase 1
City/County: Murfreesboro/Rutherford

2 Fiscal Year: 2027-28

3

		New		Reno/Maint
	Capital Outlay			
X	Capital Maintenance	0	Gross Sq.Ft.	0
	Disclosure	0	Net Sq.Ft.	0
X	Designer Required	0.00	Cost/Sq.Ft.	0.00

4 Project Description:

Update of campus access control and security systems including hardware, software, and system components. This request represents phase 1 of a 3 phase project.

Proj. Type: Maintenance
If new const., is it in the Master Plan: No
If new will it add to E&G?: No

5

Estimated Building Construction Cost: 0

Total Project	This Request				
3,050,000	1,125,000	Building Construction			
0		Site & Utilities			
		Built-in Equipment			
3,050,000	1,125,000	**Bid Target**			
305,000	112,500	Contingency:	10.00	10.00	percent
3,355,000	1,237,500	**MACC** (Maximum Allowable Construction Cost)			
273,046	109,540	Fee:	35/LogP-1.15=	8.13848631	renovation
	0	Movable Equipment			
225,000	75,000	first other	*Haz Mat,Comm, Surveys*		
0	0	second other			
146,954	47,960	Administration & Miscellaneous			
4,000,000	1,470,000	**Total Cost**			

6 Funding Request:

	THIS REQUEST	
4,000,000	1,470,000	STATE funds
0	0	FEDERAL funds
		Local and Institutional Funds

7 Previous SBC Approved Funding:

	fund year	description
already approved for existing SBC project: 0	0	
	0	
	0	
plus This Request: 1,470,000	0	
	0	

8 SBC Action: If an existing project, SBC Project No.: NA

9 Designer: NA

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University
Project: Campus wide Access Control/Security Updates Phase 1

A. Architectural Program Scope

To provide new control boards, panels, servers, card readers, door hardware, door controllers, security cameras, and associated hardware and software elements required for updating the existing Lenel and Avigilon electronic access and security systems on campus.

B. Evidence of Physical Facility Need

Various components of the electronic access control and security systems on campus are in poor condition and past their anticipated service life. Lack of available of parts and ongoing service issues present operational challenges for the university. Modernization is required to provide consistently reliable serves of these critical systems.

C. Historical Profile

Most components idenfied for replacement are between 10-20 years old and are either at or past their anticipated service life.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

N/A

3.3 Project Support Documentation Sheet-2

Institution: Middle Tennessee State University
Project: Campus wide Access Control/Security Updates Phase 1

E. Cost Basis for Construction Estimate and Other Costs

Cost data has been evaluated from recent quotes from the on-campus access control vendor.

F. Project Schedule

The project will be presented at the July 2027 SBC meeting, and July 2027 ESC Meeting for designer selection. The design has an anticipated duration of six months and the project will be bid in the March 2028 timeframe to provide ample time for coordination of traffic and closures during the summer months.

G Campus or Architectural Program Impact

N/A

3.1 DB70

1 Department: Tennessee Higher Education Commission
Institution: Middle Tennessee State University
Project: Campus Wide Stormwater BMP Updates
City/County: Murfreesboro/Rutherford

2 Fiscal Year: 2027-28

3

		New		Reno/Maint
	Capital Outlay			
X	Capital Maintenance	0	Gross Sq.Ft.	0
	Disclosure	0	Net Sq.Ft.	0
X	Designer Required	0.00	Cost/Sq.Ft.	0.00

4 Project Description:

To address stormwater drainage system deficiencies on campus by replacing or rehabilitating existing piping infrastructure.

Proj. Type: Maintenance
If new const., is it in the Master Plan: No
If new will it add to E&G?: No

5

Estimated Building Construction Cost: 0

Total Project	This Request				
960,000	960,000	Building Construction			
0		Site & Utilities			
		Built-in Equipment			
960,000	960,000	**Bid Target**			
96,000	96,000	Contingency:	10.00	10.00	percent
1,056,000	1,056,000	**MACC** (Maximum Allowable Construction Cost)			
94,795	94,800	Fee:	35/LogP-1.15=	8.97681923	renovation
	0	Movable Equipment			
50,000	50,000	first other	*Haz Mat,Comm, Surveys*		
0	0	second other			
49,205	49,200	Administration & Miscellaneous			
1,250,000	1,250,000	**Total Cost**			

6 Funding Request:

THIS REQUEST		
1,250,000	1,250,000	STATE funds
0	0	FEDERAL funds
		Local and Institutional Funds

7 Previous SBC Approved Funding:

	fund year	description
already approved for existing SBC project: 0	0	
	0	
	0	
	0	
plus This Request: 1,250,000	0	

8 SBC Action: If an existing project, SBC Project No.: NA

9 Designer: NA

3.2 Project Support Documentation Sheet 1

Institution: Middle Tennessee State University
Project: Campus Wide Stormwater BMP Updates

A. Architectural Program Scope

The scope of this project includes the replacement or rehabilitation of existing stormwater piping on campus including but not limited to: subsurface drainage piping, catch basins, manholes, access ports, area drains, etc. Address ponding in low lying areas by adding storm drains as needed and ensuring proper operation of existing drains.

B. Evidence of Physical Facility Need

A review of the campus stormwater system combined with age, general condition, past work order history, and visual inspections demonstrates the need for updates.

C. Historical Profile

Given the age of the campus, some of the existing stormwater infrastructure has exceeded its anticipated service life. This is particularly the case for the portions of campus served by clay piping. All piping systems with an age of 30 years or greater will be considered a potential candidate for this project.

D. Related Requirements

N/A

E. Summary Results and Date of Physical Facilities Survey

N/A

3.3 Project Support Documentation Sheet-2

Institution: Middle Tennessee State University
Project: Campus Wide Stormwater BMP Updates

E. Cost Basis for Construction Estimate and Other Costs

Estimates were based on historical data and pricing from campus contractors. Updates to the systems were selected based on a prioritized list that cataloged the deterioration of the systems.

F. Project Schedule

The project will be presented at the July 2027 SBC meeting, and July 2027 ESC Meeting for designer selection. The design has an anticipated duration of six months and the project will be bid in the March 2028 timeframe to provide ample time for coordination of traffic and closures during the summer months.

G Campus or Architectural Program Impact

N/A

Middle Tennessee State University
Board of Trustees

Action Item

MEETING:	Summer Quarterly Board Meeting
DATE:	June 16, 2026
SUBJECT:	**Tuition, Fees, and Housing Rates**

BACKGROUND INFORMATION:

Under the FOCUS Act, the Tennessee Higher Education Commission (THEC) now sets a binding range in which institutions can increase undergraduate instate tuition, as well as a binding range for the combined undergraduate instate tuition plus mandatory fees. Materials are pending final decision on the binding tuition range scheduled for THEC's May 15, 2026 meeting.

MIDDLE TENNESSEE STATE UNIVERSITY

I AM true BLUE

FY 2026-2027 Tuition and Fees

May 19, 2026

FY 2026-2027
Tuition Increase Proposal

	Amount
Faculty Promotions	650,000
Scholarships & Discounts	1,000,000
Software Maintenance Agreements	1,200,000
New / Expanded Academic Programs	393,970
Utilities and Other Inflationary Adjustments	3,021,300
FY 2025-2026 Budget Need	$ 6,265,270
State Appropriations - Operating	(1,303,500)
Interest Rate Reduction	(500,000)
Budget Cut	2,500,000
FY 2025-2026 Funds Available	$ 696,500
Unmet Need	$ 5,568,770
Equivalent Tuition Increase	4.29%

Tuition and Fees Comparison

Institution	Tuition and Fees 24-25	TN Rank	10 Year Change
UTK	$ 13,812	1	2.6%
TTU	11,376	2	4.2%
UTS	10,924	3	N/A
UoM	10,728	4	2.0%
UTM	10,530	5	3.1%
ETSU	10,472	6	3.1%
UTC	10,448	7	2.8%
MTSU	10,396	8	2.7%
APSU	9,384	9	2.6%
TSU	8,981	10	2.4%
University Average	$ 10,705		2.8%

Source: THEC 2025 Factbook

In State and Out-of-State Tuition (per credit hour)

Fee	Current	New	Increase
Undergraduate In-State Maintenance Fee	$ 350	$ 365	$ 15
Over 12 Hours	69	72	3
Undergraduate Out-of-State Tuition	1,257	1,311	54
Over 12 Hours	251	262	11
Graduate In-State Maintenance Fee	597	623	26
Over 10 Hours	118	123	5
Graduate Out-of-State Tuition	1,651	1,722	71
Over 10 hours	328	342	14
Undergraduate E-Rate*	437	456	19
Graduate E-Rate*	746	778	32
Undergraduate Regional Scholars Rate	626	653	27
Graduate Regional Scholars Rate	927	967	40

** The above table is based on an approximate 4.29% increase in tuition.

Tuition and Mandatory Fee Requests

Fee	Current	Proposed	Increase
Student Debt Service	$ 194.00	$ 194.00	$ -
Student Recreation	68.50	78.50	10.00
Student Government Association	50.00	60.00	10.00
Postal Services	14.00	14.00	-
Sustainable Campus Fee	8.00	8.00	-
Athletics	377.00	377.00	-
Parking Services	124.00	126.00	2.00
Technology Access Fee	137.50	150.00	12.50
Health Services	103.50	109.50	6.00
International Fee	16.00	16.00	-
Facilities Fee	36.00	36.00	-
Total	1,128.50	1,169.00	40.50
Total Increase in Tuition and Fees		4.15%	

FY 2026-2027 Mandatory Fee Requests

Fee	Current	Proposed	Increase	Student Exposure	Prior Increase	Revenue Generated
Student Government Association	$ 50	$ 60	$ 10	Fee increase was supported by SGA Executive Committee	FY 2025-2026 $ 10	$ 350,000

The Student Government Association fee supports the activities of the University's Student Government Association. This fee increase will seek to attract and increase student involvement through enhancing and increasing programming and event opportunities, including offerings for student organizations concerts, and additional events.

FY 2026-2027 Mandatory Fee Requests

Fee	Current	Proposed	Increase	Student Exposure	Prior Increase	Revenue Generated
Recreation Center	$ 68.50	$ 78.50	$ 10.00	Fee increase was supported by SGA Executive Committee	FY 2025-2026 $ 3.50	$ 350,000

Campus Recreation is a 100% auxiliary enterprise operation and is totally dependent on the Recreation Center fee for its services to students and operations and its portion of the shared capital cost (with Student Health) for the 202,000 square foot building. The $10 increase is needed for proposed salary and benefit increases, as well as to cover inflationary costs of recreational programs, student worker needs, and services provided to the student body.

FY 2026-2027 Mandatory Fee Requests

Fee	Current	Proposed	Increase	Student Exposure	Prior Increase	Revenue Generated
Parking Services	$ 124	$ 126	$ 2	Fee increase was supported by SGA Executive Committee	FY 2025-2026 $ 4	$ 70,000

Parking Services is a 100% auxiliary enterprise operation and is totally dependent on the Parking fee for its shuttle services for students, utilities and maintenance cost of the Parking office and shuttle buses, and various parking lots, campus lighting, and sidewalk maintenance projects. Parking Services is still requesting a $2 increase to cover any increase to salary, benefits, inflationary costs, and the construction of a new parking garage.

FY 2026-2027 Mandatory Fee Requests

Fee	Current	Proposed	Increase	Student Exposure	Prior Increase	Revenue Generated
Technology Access Fee	$ 137.50	$ 150.00	$ 12.50	Fee increase was supported by SGA Executive Committee	FY 2025-2026 $ 10	$ 437,500

The technology access fee (TAF) is a per semester fee required by each student to help offset a portion of the technology related cost on campus. The fee itself covers about $4 million in technology related expenses annually. The fee is used to supplement classroom infrastructure costs, classroom equipment, computer lab equipment, break/fix expenses, lab related software, etc.

Proposals are submitted each year by deans, department chairs, faculty, and our classroom design and support team to make improvements in our students' technology access and experience. Currently, requests are approaching $6.0 million annually, which this incremental increase in the fee will help address.

FY 2026-2027 Mandatory Fee Requests

Fee	Current	Proposed	Increase	Student Exposure	Prior Increase	Revenue Generated
Health Services	$ 103.50	$ 109.50	$ 6	Fee increase was supported by SGA Executive Committee	FY 2025-2026 $ 4	$ 210,000

Student Health Services is a 100% auxiliary enterprise operation and is totally dependent on the Student Health Services fee for its services to students and operations and its portion of the shared capital cost (with Campus Recreation) for the 202,000 square foot building. The $4 increase is needed for: proposed salary and benefit increases, as well as inflationary cost of software support and medical supplies. Student demand for health and mental health services continues to be strong.

FY 2026-2027 Non-Mandatory Fee Requests

Fee	Current	Proposed	Increase	Prior Increase	Revenue Generated
Jones College of Business Course Fee	$ 35	$ 40	$ 5	FY2014-15 $ 10	$ 366,000

The Jones College of Business is requesting a $5 increase to its existing course fee. These funds will expand experiential learning opportunities, including Cyber Range subscriptions, professional development programming such as business etiquette dinners, participation in competitions, and engagement in research and professional conferences to strengthen career readiness and student outcomes.

FY 2026-2027 Non-Mandatory Fee Requests

Fee	Current	Proposed	Increase	Prior Increase	Revenue Generated
College of Liberal Arts Course Fee	$ 0	$ 13	$ 13	N/A	$ 1,700,000

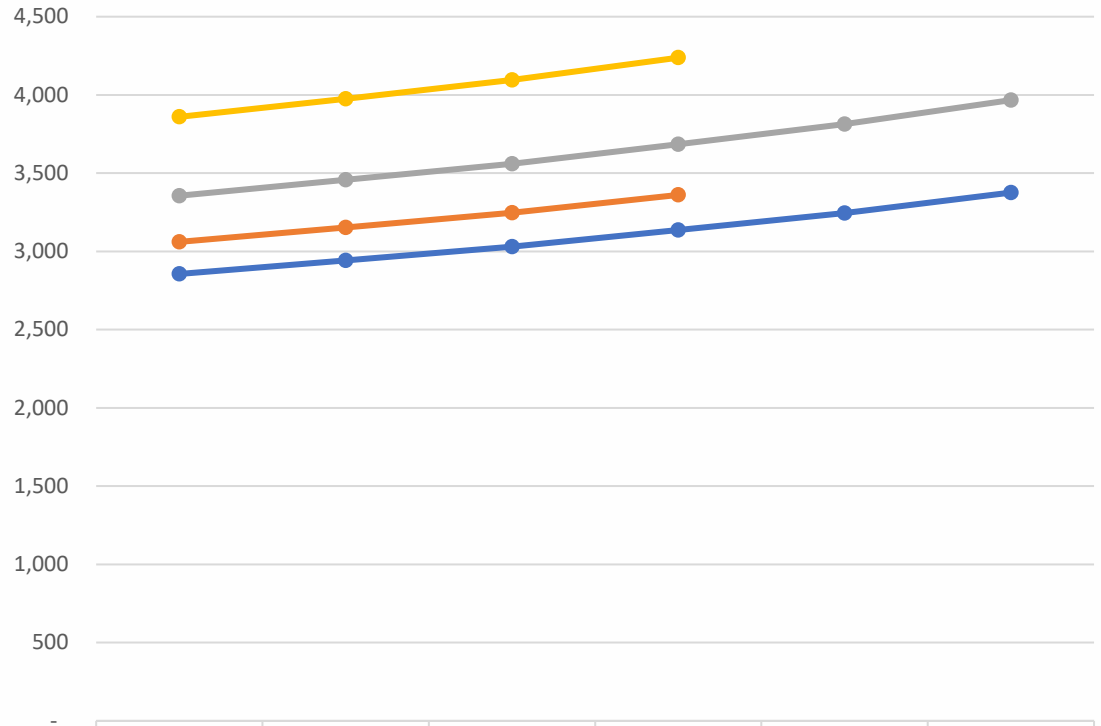
The College of Liberal Arts is requesting a $13 course fee. The proposed College of Liberal Arts course fee would provide a dedicated, flexible funding source to support instructional needs across the arts, humanities, and social sciences. Revenue from the fee would be used to maintain and modernize instructional equipment, technology, facilities, course materials, and learning environments while also supporting students in other CLA programs, including True Blue Core courses. This fee simplifies the current structure by replacing higher program-specific fees.

FY 2026-2027 Housing Rates

Fee	Current	Proposed	Increase	Prior Increase	Revenue Generated
Residence Halls	$ 327 - $ 3,814	$ 327 - $ 3,967	$ 0 - $ 153	FY 25-26 ($ 244) - $129	$ 665,107

Housing is a 100% auxiliary enterprise operation and is totally dependent on residence hall and apartment rental fees to cover all costs associated with maintaining and replacing facilities. The increase is needed to cover increasing utility, plant, and maintenance costs of housing provided to the students living on campus. A 4% increase is proposed for apartments and residence halls.

Housing Rates History Per Semester



	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27 (Proposed)
Residence Halls	2,856	2,942	3,030	3,136	3,246	3,376
Single Apt	3,061	3,153	3,247	3,361		
Scarlett Commons	3,356	3,457	3,560	3,685	3,814	3,967
Family Housing	3,860	3,976	4,095	4,238		

Middle Tennessee State University
Board of Trustees

Action Item

MEETING:	Summer Quarterly Board Meeting
DATE:	June 16, 2026
SUBJECT:	**Operating Budgets**

BACKGROUND INFORMATION:

Under the FOCUS Act, the Board of Trustees is charged with approving the operating budgets and setting the fiscal policies for Middle Tennessee State University.

The Estimated Budget is the final budget for any given fiscal year and allows the University to reflect any adjustments needed for spring enrollment, additional funding provided through state appropriations, and other miscellaneous adjustments. The July Budget is the base budget for the upcoming fiscal year. It is based appropriations approved by the General Assembly for 2026-27 and a flat enrollment. It does not reflect the revenue from proposed tuition and fee increases presented in these materials, as these will be reflected in the October Budget, once approved.

The materials that follow represent the 2025-26 Estimated Budget and the 2026-27 Proposed Budget and are being presented for your review and approval.

MIDDLE TENNESSEE STATE UNIVERSITY
ANALYSIS OF BUDGET CHANGES FOR REVENUE CATEGORIES
ESTIMATED BUDGET 2025-26

Revenue	2025-26 July Budget	2025-26 October Budget	2025-26 Estimated Budget	Difference
Tuition and Fees	$ 207,612,900	$ 217,315,800	$ 217,922,600	$ 606,800
State Appropriations	149,679,100	150,594,400	150,594,400	-
Federal Grants and Contracts	1,150,000	1,150,000	1,150,000	-
Local Grants and Contracts	60,000	60,000	60,000	-
State Grants & Contracts	45,000	45,000	45,000	-
Private Grants & Contracts	282,500	282,500	285,500	3,000
Private Gifts	-	-	-	-
Sales & Services of Educ Activities	703,400	703,400	711,900	8,500
Sales & Services of Other Activities	19,891,300	21,502,200	23,153,800	1,651,600
Other Sources	2,960,800	1,960,800	1,960,200	(600)
Total Revenue	$ 382,385,000	$ 393,614,100	$ 395,883,400	$ 2,269,300

MIDDLE TENNESSEE STATE UNIVERSITY
UNRESTRICTED EDUCATION AND GENERAL EXPENDITURES BY FUNCTIONAL CATEGORY
ESTIMATED BUDGET 2025-26

	July Budget 2025-26	October Budget 2025-26	Estimated Budget 2025-26	Difference
Instruction	$ 182,717,800	$ 200,935,900	$ 201,326,400	$ 390,500
Research	6,974,700	13,560,500	13,374,200	(186,300)
Public Service	5,041,600	8,810,300	9,532,400	722,100
Academic Support	39,124,100	42,012,300	41,887,800	(124,500)
Student Services	43,291,400	47,611,400	47,135,700	(475,700)
Institutional Support	29,047,600	33,109,800	33,315,700	205,900
Operation and Maintenance	34,125,000	37,925,600	38,137,000	211,400
Scholarships and Fellowships	31,555,100	41,257,200	42,674,500	1,417,300
Transfers	10,507,700	1,876,300	1,969,700	93,400
Total	$ 382,385,000	$ 427,099,300	$ 429,353,400	$ 2,254,100

MIDDLE TENNESSEE STATE UNIVERSITY
UNRESTRICTED EDUCATION AND GENERAL EXPENDITURES BY NATURAL CATEGORY
ESTIMATED BUDGET 2025-26

	July Budget 2025-26	October Budget 2025-26	Estimated Budget 2025-26	Difference
Professional Salaries	$ 172,676,600	$ 176,023,600	$ 175,841,700	$ (181,900)
Other Salaries	28,444,500	29,383,400	$ 29,164,700	(218,700)
Employee Benefits	73,401,200	73,718,900	$ 74,655,400	936,500
Travel	5,336,000	5,494,000	$ 6,489,700	995,700
Operating Expense	88,619,400	137,025,700	$ 137,422,400	396,700
Capital Outlay	3,399,600	3,577,400	$ 3,809,800	232,400
Transfers	10,507,700	1,876,000	$ 1,969,700	93,700
Total	$ 382,385,000	$ 427,099,000	$ 429,353,400	$ 2,254,400

MIDDLE TENNESSEE STATE UNIVERSITY
ANALYSIS OF BUDGET CHANGES FOR AUXILIARIES
ESTIMATED BUDGET 2025-26

Auxiliary	2025-26 July Budget	2025-26 October Budget	2025-26 Estimated Budget	Difference
Bookstore	$ 390,500	$ 390,500	$ 390,500	$ -
Food Service	2,200,000	2,400,000	2,400,000	-
Housing	15,684,000	16,019,000	16,019,000	-
Vending	14,000	14,000	14,000	-
Recreational Center	3,101,230	3,172,230	3,172,230	-
Post Office	612,300	612,300	612,300	-
Parking Services	5,200,700	5,200,700	5,200,700	-
Residential & Commercial Rentals	100,000	100,000	100,000	-
Health Services	4,504,300	4,629,300	4,629,300	-
TN Miller Coliseum	658,200	658,200	658,200	-
Student LD Service	-	100	100	-
TOTAL	$ 32,465,230	$ 33,196,330	$ 33,196,330	$ -

MIDDLE TENNESSEE STATE UNIVERSITY
SUMMARY OF RESTRICTED CURRENT FUNDS AVAILABLE AND APPLIED
ESTIMATED BUDGET 2025-26

Revenues	2025-26 July Budget	2025-26 October Budget	2025-26 Estimated Budget	Difference
Tuition and Fees	$ 1,400,000	$ 1,400,000	$ 1,900,000	$ 500,000
Federal Grants and Contracts	47,500,000	54,000,000	53,500,000	(500,000)
State Appropriations: Centers of Excellence	461,400	461,300	461,300	-
State Appropriations: Special Allocations	489,500	489,500	489,500	-
State Grants & Contracts	51,000,000	55,000,000	58,000,000	3,000,000
Local Grants & Contracts	75,000	85,000	157,000	72,000
Private Grants & Contracts	500,000	500,000	1,000,000	500,000
Private Gifts	3,000,000	3,000,000	3,000,000	-
Endowment Income	750,000	800,000	800,000	-
Other Income	1,750,000	2,000,000	2,459,600	459,600
Total Revenues	$ 106,925,900	$ 117,735,800	$ 121,767,400	$ 4,031,600
Expenses				
Instruction	$ 2,600,000	$ 3,250,000	$ 3,720,900	$ 470,900
Research	5,000,000	6,000,000	6,350,000	350,000
Public Service	6,750,000	9,500,000	12,500,000	3,000,000
Academic Support	400,000	450,000	514,900	64,900
Student Services	4,000,000	4,750,000	4,500,000	(250,000)
Institutional Support	150,000	170,000	250,000	80,000
Operation and Maintenance	100,000	100,000	80,000	(20,000)
Scholarships and Fellowships	87,900,000	92,500,000	93,500,000	1,000,000
Auxiliary Enterprises	-	-		-
Total Expenses	$ 106,900,000	$ 116,720,000	$ 121,415,800	$ 4,695,800

MIDDLE TENNESSEE STATE UNIVERSITY
ANALYSIS OF BUDGET CHANGES FOR REVENUE CATEGORIES
JULY BUDGET 2026-27

	2025-26 October Budget	2025-26 Estimated Budget	2026-27 July Budget	Difference
Tuition and Fees	$ 217,315,800	$ 217,922,600	$ 217,828,600	$ (94,000)
State Appropriations	150,594,400	150,594,400	151,730,700	1,136,300
Federal Grants and Contracts	1,150,000	1,150,000	1,150,000	-
Local Grants and Contracts	60,000	60,000	60,000	-
State Grants & Contracts	45,000	45,000	45,000	-
Private Grants & Contracts	282,500	285,500	281,300	(4,200)
Private Gifts	-	-	-	-
Sales & Services of Educ Activities	703,400	711,900	703,400	(8,500)
Sales & Services of Other Activities	21,502,200	23,153,800	21,977,600	(1,176,200)
Other Sources	1,960,800	1,960,200	1,958,000	(2,200)
	$ 393,614,100	$ 395,883,400	$ 395,734,600	$ (148,800)

MIDDLE TENNESSEE STATE UNIVERSITY
UNRESTRICTED EDUCATION AND GENERAL EXPENDITURES BY FUNCTIONAL CATEGORY
JULY BUDGET 2026-27

	October Budget 2025-26	Estimated Budget 2025-26	July Budget 2026-27	Difference
Instruction	$ 200,935,900	$ 201,326,400	$ 186,319,100	$ (15,007,300)
Research	13,560,500	13,374,200	$ 7,139,300	(6,234,900)
Public Service	8,810,300	9,532,400	$ 5,301,000	(4,231,400)
Academic Support	42,012,300	41,887,800	$ 40,277,200	(1,610,600)
Student Services	47,611,400	47,135,700	$ 43,670,500	(3,465,200)
Institutional Support	33,109,800	33,315,700	$ 30,387,000	(2,928,700)
Operation and Maintenance	37,925,600	38,137,000	$ 35,520,200	(2,616,800)
Scholarships and Fellowships	41,257,200	42,674,500	$ 35,222,600	(7,451,900)
Transfers	1,876,300	1,969,700	$ 11,897,700	9,928,000
Total	$ 427,099,300	$ 429,353,400	$ 395,734,600	$ (33,618,800)

MIDDLE TENNESSEE STATE UNIVERSITY
UNRESTRICTED EDUCATION AND GENERAL EXPENDITURES BY NATURAL CATEGORY
JULY BUDGET 2026-27

	October Budget 2025-26	Estimated Budget 2025-26	July Budget 2026-27	Difference
Professional Salaries	$ 176,023,600	$ 175,841,700	$ 179,191,600	$ 3,349,900
Other Salaries	29,383,400	29,164,700	29,615,500	450,800
Employee Benefits	73,718,900	74,655,400	76,712,500	2,057,100
Travel	5,494,000	6,489,700	6,333,500	(156,200)
Operating Expense	137,025,700	137,422,400	88,595,100	(48,827,300)
Capital Outlay	3,577,400	3,809,800	3,388,700	(421,100)
Transfers	1,876,000	1,969,700	11,897,700	9,928,000
Total	$ 427,099,000	$ 429,353,400	$ 395,734,600	$ (33,618,800)

MIDDLE TENNESSEE STATE UNIVERSITY
ANALYSIS OF BUDGET CHANGES FOR AUXILIARIES
JULY BUDGET 2026-27

Auxiliary	2025-26 October Budget	2025-26 Estimated Budget	2026-27 July Budget	Difference
Bookstore	$ 390,500	$ 390,500	390,500	$ -
Food Service	2,400,000	2,400,000	2,400,000	-
Housing	16,019,000	16,019,000	16,659,000	640,000
Vending	14,000	14,000	14,000	-
Recreational Center	3,172,230	3,172,230	3,248,030	75,800
Post Office	612,300	612,300	612,300	-
Parking Services	5,200,700	5,200,700	5,200,700	-
Residential & Commercial Rentals	100,000	100,000	100,000	-
Health Services	4,629,300	4,629,300	4,629,300	-
TN Miller Coliseum	658,200	658,200	721,200	63,000
Student LD Service	100	100	100	-
TOTAL	$ 33,196,330	$ 33,196,330	$ 33,975,130	$ 778,800

MIDDLE TENNESSEE STATE UNIVERSITY
SUMMARY OF RESTRICTED CURRENT FUNDS AVAILABLE AND APPLIED
JULY BUDGET 2026-27

Revenues	2025-26 October Budget	2025-26 Estimated Budget	2026-27 July Budget	Difference
Tuition and Fees	$ 1,400,000	$ 1,900,000	1,900,000	$ -
Federal Grants and Contracts	54,000,000	53,500,000	53,000,000	(500,000)
State Appropriations: Centers of Excellence	461,300	461,300	464,800	3,500
State Appropriations: Special Allocations	489,500	489,500	489,500	-
State Grants & Contracts	55,000,000	58,000,000	57,500,000	(500,000)
Local Grants & Contracts	85,000	157,000	150,000	(7,000)
Private Grants & Contracts	500,000	1,000,000	1,000,000	-
Private Gifts	3,000,000	3,000,000	3,000,000	-
Endowment Income	800,000	800,000	800,000	-
Other Income	2,000,000	2,459,600	2,450,000	(9,600)
Total Revenues	$ 117,735,800	$ 121,767,400	$ 120,754,300	$ (1,013,100)
Expenses				
Instruction	$ 3,250,000	3,720,900	3,500,000	$ (220,900)
Research	6,000,000	6,350,000	6,000,000	(350,000)
Public Service	9,500,000	12,500,000	13,000,000	500,000
Academic Support	450,000	514,900	500,000	(14,900)
Student Services	4,750,000	4,500,000	4,500,000	-
Institutional Support	170,000	250,000	170,000	(80,000)
Operation and Maintenance	100,000	80,000	75,000	(5,000)
Scholarships and Fellowships	92,500,000	93,500,000	92,500,000	(1,000,000)
Auxiliary Enterprises	-			-
Total Expenses	$ 116,720,000	$ 121,415,800	$ 120,245,000	$ (1,170,800)

MIDDLE TENNESSEE STATE UNIVERSITY
BUDGET SUMMARY

	2025-26 Revised Budget	2025-26 Estimated Budget	2026-27 July Budget
Beginning Fund Balance	$ 46,976,380	$ 46,976,380	$ 13,857,980
Revenue	544,546,230	550,847,130	550,464,030
Expenses	577,015,630	583,965,530	549,954,730
Ending Fund Balance	$ 14,506,980	$ 13,857,980	$ 14,367,280

MIDDLE TENNESSEE STATE UNIVERSITY
TSSBA DEBT SERVICE COVERAGE - DISCLOSED PROJECTS ADJUSTMENT
July Budget 2026-27

Project Name	Total Project Budget	Amt. Financed by TSSBA	Est. Annual Debt Service	Est. Annual Related Fee Rev
Estimated Budget:				
New Parking Structure	30,700,000	30,700,000		
Addition & Renovations to Murphy Center	119,000,000	41,000,000		
Renovations to Floyd Stadium	16,500,000	1,600,000		
Reese Smith Jr Field Turf Installation	1,500,000	1,500,000		
July Budget:				
New Parking Structure	30,700,000	30,700,000		
Addition & Renovations to Murphy Center	119,000,000	41,000,000		
Renovations to Floyd Stadium	16,500,000	16,000,000		

Middle Tennessee State University
Board of Trustees

MEETING:	Summer Quarterly Board Meeting
SUBJECT:	**New Business**
DATE:	June 16, 2026
PRESENTER:	Drew Harpool Vice President of Business and Finance

---

- New Policy 618 – Out-of-State Tuition

Middle Tennessee State University
Board of Trustees

Action Item

MEETING:	Summer Quarterly Board Meeting
DATE:	June 16, 2026
SUBJECT:	**Policy 618 – Out-of-State Tuition**

BACKGROUND INFORMATION:

This policy is necessary to implement the requirements of 2026 Public Acts, Chapter 799 by establishing a framework for how the University manages and allocates revenues generated from out-of-state undergraduate tuition and fees.

618 Use of Out-of-State Undergraduate Tuition and Fee Revenues

Approved by Board of Trustees
Effective Date: July 1, 2026
Responsible Division: Business and Finance
Responsible Office: Business and Finance
Responsible Officer: Associate Vice President, Business and Finance

I. Purpose

This policy establishes the framework by which Middle Tennessee State University ("MTSU" or "the University") utilizes revenues generated from out-of-state undergraduate tuition and fees, in compliance with Tennessee Code Annotated § 49-7-196.

The purpose of this policy is to ensure transparency, accountability, and strategic alignment in the use of such revenues, including consideration of how those revenues may be used to mitigate tuition and fee costs for in-state undergraduate students.

II. Policy Statement

The MTSU Board of Trustees affirms that revenues derived from out-of-state undergraduate tuition and fees are an important component of the University's overall financial structure and support the institution's educational mission, academic quality, and operational sustainability.

III. Use of Out-Of-State Undergraduate Tuition and Fee Revenues

A. General Use

Revenues generated from out-of-state undergraduate tuition and fees may be used for general institutional purposes, including but not limited to:

1. Academic instruction and academic support services;
2. Student services and student success initiatives;
3. Faculty and staff compensation and benefits;
4. Financial aid and scholarships;
5. Facilities, infrastructure, and technology; and
6. Strategic initiatives approved by the Board or its designees.

B. Mitigation of In-State Undergraduate Costs

As part of its annual budget and financial planning processes, the University shall consider how revenues derived from out-of-state undergraduate tuition and fees may be utilized to help mitigate tuition and fee costs for in-state undergraduate students, which may include, but are not limited to:

1. Supporting institutional financial aid or scholarship programs benefiting in-state undergraduate students;
2. Reducing the need for tuition or fee increases for in-state undergraduate students;
3. Offsetting instructional or operational costs that would otherwise be borne by in-state tuition and fees; and
4. Investing in efficiencies or cost-saving measures that contribute to long-term affordability for in-state students.

No specific percentage or dollar amount of out-of-state tuition and fee revenues is required to be allocated for these purposes unless otherwise directed by the Board.

IV. Operational Provisions

The President, or designee, shall be responsible for the administration of this policy and for ensuring implementation consistent with applicable law.

Forms: none.

Revisions: none.

Last Reviewed: none.

References: 2026 Public Acts, Chapter 799.

Middle Tennessee State University
Board of Trustees

MEETING:	Summer Quarterly Board Meeting
SUBJECT:	**New Business**
DATE:	June 16, 2026
PRESENTER:	Dr. Sidney A. McPhee President

- Introduction of Student Trustee

Middle Tennessee State University
Board of Trustees

Action Item

MEETING:	Summer Quarterly Board Meeting
DATE:	June 16, 2026
SUBJECT:	**Student Trustee R.J. Ware**

BACKGROUND INFORMATION:

The Bylaws of the Board of Trustees provide that a student representative shall be appointed by the Board of Trustees as a non-voting member of the Board of Trustees, serving a one-year term.

The Student Government Association recommended three highly qualified students to the University President for review and the President has recommended Mr. R.J. Ware for appointment as the Student Trustee for a term expiring at the conclusion of the June 2027 Board of Trustees meeting.

MIDDLE TENNESSEE STATE UNIVERSITY

MTSU Board of Trustees

Student Trustee Application Information

Thank you for your interest in the Student Trustee position. Please read below to learn more about the board and the Student Trustee's role.

About the Board

The Board of Trustees is the governing body of Middle Tennessee State University and is responsible for selecting and appointing the president; setting the operating budget; approving personnel appointments; granting all degrees awarded by the University, including honorary degrees; establishing tuition and fee rates; approving contracts; and approving all rules, regulations, curriculum changes, new programs and degrees of the University.

The Board consists of 10 members, 8 of whom are appointed by the governor, by and with consent of the Tennessee General Assembly. In addition, the Faculty Senate elects a faculty member to serve a two-year term, and the Student Government Association presents three students to the University President for review, and he will recommend one of the three to the Board for approval. They hold regularly scheduled meetings four times a year, and additional meetings as needed.

About the Student Trustee

The Student Trustee is a non-voting member and serves a one-year term. The Student Trustee has a fiduciary responsibility to represent the interests of the whole university, not just student interests. The Student Trustee is responsible for staying informed of current policies and issues that the board will discuss. The board has four standing committees, however the Student Trustee traditionally has sat on the Student Life Committee. The Vice President of Student Affairs is a resource for the student trustee and is available for meetings pertaining to issues of special interest at the request of the student trustee. **Attendance at all meetings is required.**

Please contact Dr. Danny Kelley (danny.kelley@mtsu.edu) if you have any questions or concerns with the position or application.

Kindest Regards,

R.J. Ware
President-Elect and Vice President
Student Government Association
Middle Tennessee State University

SGA
MIDDLE TENNESSEE STATE UNIVERSITY

MIDDLE TENNESSEE STATE UNIVERSITY

MTSU Board of Trustees

Student Trustee Application Information

Eligibility Requirements and Application

Eligibility

- Have acquired at least 40 MTSU undergraduate credit hours by the application deadline.
- Have at least a 3.0 MTSU cumulative grade point average by the application deadline.
- Be in good standing with the University.
- Be willing to serve starting May 2025 - May 2026 and must be available for academic year and summer meetings.
- Be a full-time student during the fall and spring semester of term.

Application

- Applications are due by March 17th, 2025, by 4:30pm.
- Applications can be found on the SGA website, the link in the SGA instagram bio, and on MyMT. The link was also sent in a campus wide email from Danny.Kelley@mtsu.edu.
- Once an application is received, the recipient will be sent a confirmation email.

Selection Process

- The Student Government Association Executive Board, will review the applications and select applicants to be interviewed.
- Applicants will receive an email if they have been selected for an interview, which will take place **March 28th, 2025.** If you are unable to attend interviews on **March 28th, 2025,** please reach out to RJ Ware, SGA Vice President, at sga.vp@mtsu.edu.
- After the interviews are conducted, the three finalists will be sent to President McPhee for review, and he will conduct one on one interviews.
- President McPhee will review the top three applications and recommend a candidate to the Board of Trustee for approval.
- Please Note:
    - Students who are serving as Student Government Association officers, senators or freshman council members must vacate their position if selected as the student trustee prior to being sworn in as student trustee.

Please email Danny.Kelley@mtsu.edu if you have any questions or concerns with the position or the application.

2026-2027 Student Trustee Application (Official Application)

Reginal Ware - Thu, Mar 26, 2026 1:36 PM

Student Government Association

Received

Basic Information

Name

RJ Ware

Address

1820 Kaylee Meadow Ln, Hermitage, TN, 37076

Phone Number

615-594-3452

MTSU email

rw6h@mtmail.mtsu.edu

Current classification

Senior

GPA

> 3.1

Campus Involvement

Have you been involved in campus organizations, activities, events or other forms of campus involvement?

> Yes

If yes, please list all campus involvement.

> Student Government Association, American Democracy Project, Blue Elite Tours, ScholarsAcademy

If you have leadership experience on campus, please list all past/present leadership roles on campus.

> Student Body President, Student Body Vice President, Student Senator, SGA Chair of Academic Affairs, SGA Speaker Pro Tempore, SGA Freshman Council President, Treasurer of the American Democracy Project

Will you be involved in these activities/organizations next school year? If so, how much time will you devote to each of them?

> As a graduate student (who may find full time employement), it is very much in flux how much time I can commit to other activities or organizations on campus.

Are you currently employed?

> No

Have you been involved in the Student Government Association in the past? If yes, please elaborate.

> Student Body President, Student Body Vice President, Student Senator, SGA Chair of Academic Affairs, SGA Speaker Pro Tempore, SGA Freshman Council President

Explain any commitments you may have for 2024-2025. This includes the upcoming spring, summer, and fall semester.

> None that I know of right now.

Student Trustee Questions

Why do you want to be the Student Trustee?

> I love Middle Tennessee State University, and over the past four years, I have fully invested myself in listening to and serving our students in meaningful ways. Through my involvement, I have gained a deep understanding of the student experience and the issues that matter most to our campus community.As the Board of Trustees serves as the university's ultimate decision-making authority, I believe it is essential to have a student representative who not only advocates for students, but also understands how the institution operates. I have developed a strong knowledge of how the university functions, its strategic vision, and the opportunities we have to continue improving.

What inspires you and how is that influenced by your values?

> What inspires me most are my parents and my faith, and the two are deeply connected. My parents were the ones who first introduced me to my faith, not by forcing it, but by creating a foundation rooted in love, grace, and guidance. They gave me the space to grow into my own beliefs, while consistently demonstrating how faith can shape the way you treat others and navigate life.Growing up in a loving and supportive household is one of the greatest blessings I have received, and it has directly shaped my values. It has instilled in me a commitment to service, integrity, and compassion for others. My faith reinforces those values by grounding me in purpose and reminding me to lead with humility and care.

Describe any related experience and skills you have that you believe will help you succeed in this position.

> Over the past four years, I have developed extensive leadership experience through my involvement in student government, most notably serving as Student Government Association President. In this role, I have represented the student body at the highest levels of university leadership, including participation in executive-level meetings and collaboration with senior administrators on key institutional initiatives. Through this experience, I have gained a strong understanding of shared governance, university

operations, and the importance of balancing student advocacy with institutional priorities. I have worked to gather and elevate student perspectives, while also engaging in thoughtful decision-making that considers long-term impact.Additionally, I have developed critical skills in communication, strategic thinking, and leadership. Whether facilitating discussions, leading initiatives, or representing students in formal settings, I have learned how to approach complex issues with professionalism, preparation, and a solutions-oriented mindset.

How soon would you be willing to start this position?

> May 2026.

References

If you have any references from a peer, student organization leader, or campus faculty, please list their name and email below. Please limit the amount of references to 3 people, and please note that a reference is preferred, but not required.

> Michai Mosby (Michai.MosbyGA@mtsu.edu), Dr. Michael Federici (Michael.Federici@mtsu.edu), and Dr. Danny Kelley (Danny.Kelley@mtsu.edu)

Discussion

H Hannah Ferreira

Write a message

Add an Attachment

CANCEL POST

Reviewers

There are no reviewers on this submission.