

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES  
APRIL 2021 MEETING

1:00-3:00pm ET  
Friday  
April 23, 2021

The Model Mill  
602 Sevier Street  
Johnson City, TN

ORDER OF BUSINESS

- I. Call to Order
- II. Roll Call
- III. Public Comments
- IV. [Approval of the Minutes of February 19, 2021](#) (5 minutes).....Tab 1
- V. Report from the Finance and Administration Committee (15 minutes) .....Tab 2
  - A. [Tuition and Mandatory Fees](#)
- VI. Report from the Academic, Research, and Student Success Committee (5 minutes)
- VII. Report from the Audit Committee (5 minutes)
- VIII. [Consent Agenda](#) (5 minutes) .....Tab 3
  - A. [Minutes from the February 19, 2021 Finance and Administration Committee](#)
  - B. [Minutes from the March 26, 2021 Finance and Administration Committee](#)
  - C. [Minutes from the February 19, 2021 Academic, Research, and Student Success Committee](#)
  - D. [Minutes from the February 19, 2021 Audit Committee](#)
  - E. [President Emeritus Contract for Dr. Stanton](#)
  - F. [Promotion and Tenure of Faculty Members](#)
  - G. [New Academic Program Proposal for the Establishment of a Master of Science in Orthotics and Prosthetics](#)
  - H. [New Academic Program Proposal for the Establishment of a Master of Fine Arts in Digital Media](#)
  - I. [Academic Calendars for 2023-2024, 2024-2025, and 2025-2026](#)
  - J. [Spring Estimated and July Proposed Budgets](#)
- IX. [Rule on Student Immunization Requirements](#) (10 minutes) .....Tab 4
- X. [Student Success, Support and Engagement Program Highlights](#) (10 minutes) .....Tab 5
- XI. [ETSU STRIVE Program Spotlight](#) (10 minutes) .....Tab 6

- XII. [College Spotlight: Honors College](#) (10 minutes).....Tab 7
- XIII. President’s Report (20 minutes)
- XIV. [Resolution for Dr. Wilsie Bishop](#) (5 minutes) .....Tab 8
- XV. [Resolution for Mr. Austin Ramsey](#) (5 minutes).....Tab 9
- XVI. [Selection of New Student Trustee](#) (5 minutes) .....Tab 10
- XVII. Other Business
- XVIII. Executive Session
  - A. Discuss pending legal action (if necessary)
- XIX. Adjournment

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

ACTION ITEM

DATE: April 23, 2021

ITEM: Approval of Minutes of February 19, 2021 Meeting

RECOMMENDED ACTION: Approval

PRESENTED BY: Adam Green  
Secretary

The minutes of the February 19, 2021 meeting of the Board of Trustees are included in the meeting materials.

**MOTION: I move that the Board of Trustees adopt the resolution, approving the minutes as outlined in the meeting materials.**

**RESOLVED: The reading of the minutes of the February 19, 2021 meeting of the Board of Trustees is omitted, and the minutes are approved as presented in the meeting materials, provided that the Secretary is authorized to make any necessary edits to correct spelling errors, grammatical errors, format errors, or other technical errors subsequently identified.**

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

MINUTES

February 19, 2021  
Johnson City, Tennessee

The quarterly meeting of the East Tennessee State University Board of Trustees was held at 1 p.m. on Friday, February 19 at the Martin Center for the Arts and via teleconference. The meeting was livestreamed to allow individuals to attend remotely.

**I. Call to Order**

Chair Scott Niswonger called the meeting to order at 1 p.m.

In his opening remarks, Chair Niswonger spoke about the new Martin Center for the Arts that is already serving as classrooms for many students and plans are underway for what types of events may be hosted in the future. Dr. Noland announced the ETSU Arts Initiative in February 2013 to support arts programming at ETSU and acquire matching funds for the new arts center. Chair Niswonger thanked all those who supported this dream, as it is now a reality.

Several initiatives were outlined that have transpired since the beginning of 2021:

- Launch of ETSU Research Corporation
- Former FBI agent Jeffery Blanton joined ETSU as the Assistant Vice President for Administration and Director of Emergency Management
- U.S. News and World Report ranked the College of Nursing for its online programs
- American Association of State Climatologists officially recognized ETSU as the official home for the Tennessee Climate Office.

Chair Niswonger applauded the ETSU faculty, staff, students and ETSU Health's efforts to provide and participate in COVID-19 testing offerings and providing continual leadership in the region's response to the pandemic. Students from the Gatton College of Pharmacy and the College of Nursing have been active in helping to distribute COVID-19 vaccines.

**II. Roll Call**

Secretary Green called the roll.

The following Trustees were present:

Janet Ayers  
Steve DeCarlo  
Virginia Foley  
Dorothy Grisham

Linda Latimer  
Scott Niswonger  
Austin Ramsey  
Ron Ramsey  
Melissa Steagall-Jones  
Kelly Wolfe

Secretary Green said a physical quorum was present with Trustees Ayers and Grisham participating in the meeting via Zoom. In accordance with Tennessee Code § 8-44-108 section (c) (3), Secretary Green asked Trustees two questions for the record – If each Trustee participating remotely could clearly hear and participate in the meeting while ensuring those in the room could hear them, and second, if any other persons were present in the room of those participating remotely. Trustees Ayers and Grisham indicated that they could clearly hear and participate, and that no other persons were present with them. Secretary Green also noted that because Trustees were participating in the meeting remotely, all votes would be taken by roll call.

**III. Public Comments**

Because the meeting was conducted virtually for the public, Chairman Niswonger said public comments could not be received in the traditional manner. Therefore, those who would like to submit comments for the Board to receive were encouraged to email trustees@etsu.edu.

**IV. Approval of Minutes from November 13, 2020**

Trustee Ron Ramsey made a motion to approve the minutes, which was seconded by Trustee Wolfe and were unanimously approved by roll call vote.

**V. Report from the Audit Committee**

Chair Steagall-Jones reported that Ms. Becky Lewis provided two revisions to the audit plan to include the College of Nursing Dean's Office and follow-up to the Sunset Audit. She also provided three reports on audits completed since November including WETS-FM and other investigations. The committee reviewed the recommendation log for completed investigations and the heat map indicated that everything appears to be moving smoothly with no delays. Next, committee members met Chief Caesar Gracia and Mr. Jeff Blanton and heard a safety update on the CLERY Report.

**VI. Report from the Academic, Research & Student Success Committee**

In her report, Chair Latimer said the committee approved two action items – a New Academic Program Proposal for the Doctorate in Occupational Therapy and a Letter of Notification for the M.S. in Applied Data Science. Dr. Wilsie Bishop also presented the Academic Action Notifications for August 1 through December 31. Dr. Jana Scarborough gave a presentation on the Center of Excellence in STEM Education and the committee received an update from Dr. Keith Johnson on the search for a new Senior Vice President of Academics/Provost. Dr. Cheri Clavier then provided an overview of the complex work that goes into the accreditation process for

the Southern Association of College and Schools Commission on Colleges (SACSCOC). Dr. David Linville briefed the committee on the Ballad Coordinating Council and the meeting ended with an exciting update on the Research Corporation provided by Dr. Noland and Mr. David Golden, followed by lively discussion.

**VII. Report from the Finance and Administration Committee**

Chair DeCarlo reported that the committee approved the housing and food service rates for 2021-22, which are included in the consent agenda. The salary pools in the Governor's proposed budget were also discussed as the university could receive \$3.1 million in salary improvement funding if the proposed state budget is approved. The committee reviewed comparative tuition and mandatory fee information for all public universities in Tennessee, and ETSU continues to be an affordable option. The committee also discussed preliminary tuition and fee increases to guide budget development. The colleges of medicine and pharmacy did not request a tuition increase for 2021-22.

The Tennessee Higher Education Commission has proposed a 2% limit on tuition and mandatory fee increases. A 1.93% increase will be used for budget preparation to provide the university's match for the salary increase as well as fund an SGA wellness initiative, student activity fee, faculty tenure and employee insurance increase. Next, the committee reviewed a comparative analysis of the Composite Financial Index that shows ETSU is performing well in all ratios. The committee also reviewed agreements of \$250,000 or greater and received reports on capital outlay and maintenance projects from Mr. Jeremy Ross, and profiles and trends in Human Resources from Ms. Lori Erickson.

**VIII. Consent Agenda**

- A. Approval of Audit Committee Minutes from November 13, 2020**
- B. Approval of ARSS Committee Minutes from November 13, 2020**
- C. Approval of Finance and Administration Committee Minutes from November 13, 2020**
- D. Revisions to the FY 2020-21 Audit Plan**
- E. Approval of the New Academic Program Proposal – Doctorate in Occupational Therapy**
- F. Approval of Letter of Notification – M.S. in Applied Data Science**
- G. Approval of Housing and Food Service Rate Increases for FY22**
- H. Capital Budget Submittals and Disclosures for FY 2021-22**

Trustee Wolfe made a motion to adopt the consent agenda as presented that was seconded by Trustee Ron Ramsey. The consent agenda was adopted following a unanimous roll call vote.

**IX. 2022 Board Meeting Dates**

Secretary Green explained that the Board of Trustees is required by law to meet quarterly. Staff is recommending the approval of the proposed 2022 schedule found in the agenda packet. The proposed dates align closely with previous meeting dates.

Trustee Latimer made a motion to approve the 2022 meeting dates as presented. Trustee Grisham seconded, and the dates were approved unanimously by roll call vote.

**X. Trustee Self-Evaluation Report**

Secretary Green said Trustees completed a self-evaluation last spring before the pandemic. The evaluation consisted of 10 questions, half requiring a rating between 1-5 and the other half allowing for open comments. The response rate was 70 percent, and a summary of the responses is available in the agenda packet.

Secretary Green said Trustees will be asked to complete another self-evaluation in the coming weeks and to determine availability for a retreat to be held this summer.

**XI. Public Records Rule**

Dr. Mark Fulks reported that the Public Records Rule was recently published and public comments accepted. The proposed rule tracks existing state law and formalizes the process that was already in place as part of the Board of Trustee's responsibility to adopt its own rules and follows what was already in place from the Tennessee Board of Regents. Since ETSU became a locally governed institution, the public record rule prescribes the process that will govern public records requests and designates the public records request coordinator for the university. TCA 10-7-503 requires that public records be available during business hours to any citizen of the State of Tennessee unless an exemption exists by statute. ETSU is also permitted to recover reproduction costs, he added.

Dr. Fulks provided a summary of the proposed rule:

- Purpose is to provide economical and efficient access to public records as provided under the Tennessee Public Records Act;
- Section 3 provides that all ETSU records will be available during business hours for inspection by any Tennessee citizen unless an exception applies;
- Section 4 directs requests to a public records coordinator, a change in terminology because requests previously went to a public records custodian;
- Section 5 provides the process for reviewing and making determinations with regard to records requests and the requirement to consult with university counsel for legal questions;
- Section 6 states the schedule for reproduction costs and process for billing;
- Section 7 provides exceptions to inspect and copy public records that include certain confidential exceptions.

Dr. Fulks said two public comments were received during the comment period that were included in the agenda packet. One question resulted in the clarification of the title of public records coordinator. A hearing was held Feb. 2 via Zoom.

Trustee Steagall-Jones made a motion to adopt the Public Records Rule as presented. It was seconded by Trustee Latimer and passed unanimously following a roll call vote.

## **XII. COVID-10 Response – Center for Teaching Excellence and Information Technology**

Dr. Amy Johnson provided an overview of the Center for Teaching Excellence, which was established in 2017 and works in partnership with many other groups on campus. In March, she and staff offered virtual office hours to assist faculty and provided several new programs and services such as “Pedagogy Preppers” and “Course Innovation Camp.” New publications were developed to respond to the pandemic and remote teaching as well as four teaching modalities with best practices for each.

During the summer, the Center for Teaching Excellence offered equity and inclusion resources including the “21 Day Antiracism Challenge” for faculty and another for students, a “Creating Culturally Inclusive Classrooms” workshop, and more. Dr. Johnson reported that faculty who attended workshops and/or engaged with the Center shared how it positively impacted their course structure and teaching methods.

Dr. Johnson showed a series of testimonial videos from students providing examples of how they benefited from virtual faculty interactions. Many students said faculty went above and beyond to connect and engage in the remote learning environment.

Information Technology Services partnered with the Center for Teaching Excellence to support remote learning initiatives. Dr. Karen King gave a report on the ways ITS has supported the university throughout the pandemic that includes:

- Outdoor Wi-Fi access expanded; 1GB connectivity now supported;
- VoIP Upgrade to Cisco Jabber for use on any platform that allows users to answer office phone calls on their home computer;
- Increased bandwidth across campus;
- Zoom – Due to the high volume of video recordings saved on Zoom, storage was increased to 14TB, then recordings were moved to Panopto platform offering unlimited storage and live closed captions;
- At least 100 cameras were added to classrooms. All classrooms are Zoom and lecture capture ready;
- Purchased extra equipment for checkout – hotspots, laptops, webcams and headsets;
- Provided accelerated course development for instructors moving an on-ground course to remote delivery quickly;



- High performance computing from Amazon Web Services – Offered students remote lab connectivity via virtual computer desktop in AWS and went live within four days after request;
- Assisted with technology needs for COVID-19 testing site.

### **XIII. Supporting Students with Critical Needs**

Dr. Joe Sherlin provided Trustees with a broad overview of the actions taken by the Division of Student Life and Enrollment during the COVID-19 pandemic. One early action he noted was the institution’s efforts to call all ETSU students to check-in and provide support as needed. He commended students for being resilient, appreciative, tough, humble, and respectful as they navigated their pursuits of a degree during a pandemic. Dr. Sherlin stated that as a result of the institution’s safety protocols and the reduction of the number of students residing in the residence halls, the number of students that had to be quarantined or isolated remained low throughout the entire pandemic. He then called on Dr. Michelle Byrd, Dean of Students to provide additional information.

Dr. Byrd presented the following:

- Instruction is still being delivered primarily online.
- Residential occupancy is at approximately 55 percent of capacity.
- Non-athletic, co-curricular activities and events continue to be delivered primarily online.
  - ETSU hosted more than 400 virtual events and more than 100 in-person events in the Fall 2020.
- Student service offices, including the Counseling Office, continue to provide virtual appointments with students when face-to-face appointments cannot take place.
- On-campus students and staff continue to adhere to appropriate safety protocols.
- Bucky’s Food Pantry has experienced an increase of 30 percent during the pandemic.
  - Plans are underway to bring a distribution site to the D.P. Culp Student Center and a “swipe out hunger” program will start this fall allowing students to donate their guest passes from their meal plan so they can be reassigned to students in need to provide access to a hot meal from the cafeteria.
- Staff across the institution have partnered to provide students technology support including loaner lap-tops, hotspots, enhanced Wi-Fi in outdoor campus spaces, and increased technology support.
- The Day of Giving “Bucs Help Bucs” campaign raised over \$100,000 for emergency funding last year. The average emergency grant award to students has been \$500.

Dr. Byrd concluded her presentation by thanking the board and commending the resiliency of ETSU students, faculty, and staff.

Chair Niswonger applauded staff for treating students as family.

**XIV. Key Performance Indicators and Committee for 125 Chapter 2 Update**

Dr. Noland provided an overview of the upcoming work of the Committee for 125 Chapter 2. He recalled the work of the Committee for 125 noting that ideas emerged from the bottom up rather than top down and shaped the vision for ETSU. As ETSU embarks upon a new strategic planning process, landscape changes since 2012 will need to be considered, such as the creation of the Board of Trustees, the looming demographic cliff, affordability and public perceptions of higher education.

Next, Dr. Hoff outlined the structure and the focus for the Committee for 125 Chapter 2 process and the important role that data will play in the planning process. Key performance indicators (KPIs) factor into how strategic planning is structured, and in 2016, enrollment was both the biggest challenge and opportunity. Nationwide enrollment fell 11 percent from 2011-19 but only fell six percent at ETSU, which is better than the market. Additionally, giving to the institution increased, and we reached the highest graduation and retention rates in the history of the university.

Dr. Hoff walked the Trustees through the steps completed prior to the launch of the Committee for 125 Chapter 2. A retrospective and discovery report will be shared with campus and committee membership will be named in the coming weeks and will comprise of national and regional leaders. Membership of the taskforces will be announced in Mid-April. The taskforces will focus on:

- Academics
- ETSU Health
- Student Success/Experience
- Research and Scholarship
- Sustainability

Dr. Noland said Trustees would receive a progress update at its April meeting, and the work of the Committee for 125 Chapter 2 will frame the discussion of the Board of Trustees retreat this summer.

**XV. College of Public Health Spotlight**

Dr. Randy Wykoff provided an overview of the College of Public Health which aims to be the school of choice for students who want an exceptional education and a world-class experience. Dr. Wykoff compared the approach to the “hotel analogy” and the importance of the experience, establishing relationships and having a laser focus on excellence. Enrollment has doubled since the college gained accreditation with 6.5 percent annual growth and spring 2021 enrollment was up nearly 11 percent. Research productivity has surpassed \$5 million with an annual growth rate of 25 percent. Additionally, the College of Public Health is a recognized national leader in Addiction Science, Women’s Health and Rural Health. To maintain momentum, Dr. Wykoff highlighted several areas the college must focus on in the coming year

including the Lamb Hall renovation and how to maintain student engagement while the building is offline.

Trustees congratulated Dr. Wykoff for the success achieved by faculty, staff and students in the College of Public Health.

## **XVI. President's Report**

President Noland began his report by providing a statement about events impacting the region in recent days. He said that in addition to the pandemic, over the last year, we have witnessed protests against inequity and violence, and that the campus is searching for ways to bring healing to these issues. Each of us, he continued, brings our individual life experiences to the table and are all part of a quilt that ties us together as a community. Dr. Noland said over the last year, student athletes have shared their experiences and together have looked for ways to express their pain and frustration. In mid-February at an away basketball game, a group of student athletes knelt during the national anthem, something that has repeatedly occurred on college campuses across the country. Dr. Noland said he does not believe the students had any intention of being disrespectful to our nation's flag or our service members, veterans and their families. Upon hearing from many across the region, he recognized the hurt, pain and emotions as these events have unfolded. Purposeful and intentional conversations regarding social justice, equity and structural disparities are healthy and healing, he continued, and will plant seeds of change. The values of East Tennessee State University have defined our campus this past year, and the campus will strive to move forward as a place where the diversity of ideas and perspectives are respected. In conclusion, Dr. Noland reaffirmed ETSU's commitment to its mission to serve the region.

Next, Dr. Noland spoke about enrollment challenges that exist across the state. The decrease in enrollment that ETSU experienced in fall and spring are within the budget parameters. In terms of applications, last year was a banner year but did not result in high yield, or students attending, due to the COVID-19 pandemic. While application numbers are up for fall 2021, students have expressed concerns about paying for school and academic fatigue, and not being able to access high schools to meet with students and counselors one-on-one.

The university has expanded its marketing and outreach initiatives such as Free Application Week and new students will receive orientation gift boxes to welcome them to ETSU. Dr. Noland provided an example of a digital ad aimed at prospective students and said every student accepted receives a hand-written note. Those receiving scholarships receive personal phone calls encouraging them to enroll in courses for fall 2021.

Dr. Noland then provided a budget outlook upcoming fiscal year. He also reminded Trustees that last fiscal year, the university faced an \$8.2 million budget gap, resulting in several budget adjustments including:

- 5.3 percent cut for administrative units and 4.3 percent cut for academic units
- Purchasing and travel restrictions
- Voluntary retirement program was implemented

Auxiliary services were negatively impacted due to the decrease in housing occupancy, but the university remains in solid shape. In comparison to other public institutions, ETSU is in a good position because of Governor Bill Lee's decision to hold higher education harmless from budget cuts.

In terms of capital funding, Dr. Noland noted that he would continue to work with the General Assembly on opportunities to fund the proposed Academic Building to replace the Campus Center Building. He then went over several initiatives for the spring semester, including planning for an increased on-ground presence in fall 2021.

At the conclusion of his report, Trustees discussed current challenges and opportunities to unify the campus and community around common goals presented by the Committee for 125 Chapter 2.

#### **XVII. Other Business**

No other business was brought before the ETSU Board of Trustees.

#### **XVIII. Executive Session**

The Board of Trustees determined it was not necessary to meet in Executive Session.

#### **XIX. Adjournment**

The meeting adjourned at 3:32 p.m.

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

ACTION ITEM

DATE: April 23, 2021

ITEM: Tuition and Mandatory Fees for FY22

COMMITTEE: Finance and Administration Committee

RECOMMENDED ACTION: Approve (Roll Call Vote)

PRESENTED BY: B.J. King  
Chief Financial Officer

The Board of Trustees must consider certain criteria when considering an increase in tuition and mandatory fees. Those criteria are as follows:

1. Level of state support
2. Total cost of attendance
3. Efforts to mitigate the financial effect on students
4. Tennessee Higher Education Commission (THEC) binding tuition and mandatory fee increase range;
5. Other factors affecting the university's financial stability such as projected student enrollment; university enrollment goals; market and cost factors for higher education; new program or new facility cost; and cost related to operations, programs of study, or individual courses.

University management has outlined the current year assessment are as follows:

- 1) Level of state support – The Tennessee Higher Education Commission based their binding tuition models on a 1.0 percent enrollment growth, a 4.7 percent state appropriations increase, and an inflation factor of 1.4 percent. The appropriations increase for the main campus equates to an outcomes formula adjustment of \$502,500 and a share of new funding of \$2,205,200 which does not include any funding for salary enhancement. The Governor's budget provides an increase of \$2,205,200 for operational expenditures and \$3,136,600 to fund 55 percent of a salary pool per the budget documents. For the main campus appropriation, the unfunded portion of the salary pool is approximately \$2.5 million. In order for the campus to support this salary mandate, ETSU must implement offsetting cost reductions or identify an appropriate level of tuition increases.

- 2) Total cost of attendance – Tuition and fees did not increase in FY21 out of concern for the economic impact related to the COVID-19 pandemic. Tuition and mandatory fees for FY21 at ETSU continue to be favorable in comparison to other public institutions of higher education in the state. Data tables included in this agenda item comparing the tuition and mandatory fees for the institutions demonstrate that ETSU is below the university average for tuition and mandatory fees.
- 3) Efforts to mitigate the financial effect on students – ETSU continues to explore options to promote efficiency and affordability. The October budget enacted over \$7 million dollars of cost reductions in the education and general budget. Reviews of academic and administrative areas are ongoing and should identify areas to improve services, reduce costs, or allow assets to be used more effectively for students.
- 4) Tennessee Higher Education Commission binding tuition and mandatory fee ranges – THEC proposed a 0.0 percent - 2.0 percent tuition and mandatory fee limit at their November 2020 meeting. THEC will take formal action on their proposed binding limits at their May 2021 quarterly meeting and it is anticipated that their range will remain as originally presented. ETSU is proposing a 1.93 percent tuition and mandatory fee increase that equates to a \$91.50 increase per term at 15 credit hour enrollment.
- 5) Other factors affecting the university's financial stability include:
  - i. Projected student enrollment and university enrollment goals - The university's enrollment declined in academic year 2020-21 in part due to the COVID-19 pandemic. The university is continuing efforts and activities to grow enrollment as defined in the strategic plan. Tuition and fees must remain competitive in the marketplace and students should be able to identify the value inherent in the education provided by the university over other institutions.
  - ii. Market and cost factors for higher education – The market for higher education shows a declining number of high school graduates in the region, while there is increased competition from community colleges, other state universities, regional private institutions and border state colleges and universities.
  - iii. Personnel costs - Fixed personnel items and salaries are the primary cost driver for the university and the Governor's budget outlined an enhanced salary pool for all units of the university. Historically the state has funded 55 percent of the salary increase for universities, with the remainder of any increase being funded through student generated revenue sources. For the Governor's proposed salary pool for the main campus, the amount of new funding to be supported via tuition and fees is over \$2.5 million dollars.
  - iv. New program or new facility cost – Costs related to new programs are largely being absorbed in the colleges in the distributed budget model

implemented in FY19. Facility costs will increase with the construction project for Lamb Hall and will be addressed in the FY22 budget development.

- v. Costs related to operations, programs of study, or individual courses. – The Consumer Price Index shows operational costs are increasing by 1.4 percent. The university’s programs of study and some individual courses are compared to other institutions with similar programs or courses to determine the market pressures for offering the programs. The history of student maintenance and mandatory fees for the last five years is presented below with a comparison to the Tennessee Locally Governed Institutions (LGIs) and the University of Tennessee System schools.

**MOTION: I move that the Finance and Administration Committee recommend adoption of the following resolution by the Board of Trustees:**

**RESOLVED: The proposed tuition and mandatory fees for 2021-2022 are approved as presented in the meeting materials contingent on the approval of the Governor’s budget and THEC binding tuition limit.**

### Tuition (Maintenance Fees)

	2016-17	% Incr	2017-18	% Incr	2018-19	% Incr	2019-20	% Incr	2020-21	% Incr
APSU	\$6,522	4.4%	\$6,696	2.7%	\$6,888	2.9%	\$7,044	2.3%	\$7,044	0%
ETSU	7,002	2.5%	7,224	3.2%	7,422	2.7%	7,572	2.0%	7,572	0%
MTSU	6,930	2.6%	7,176	3.5%	7,380	2.8%	7,554	2.4%	7,554	0%
TSU	6,528	2.4%	6,726	3.0%	6,900	2.6%	7,026	1.8%	7,026	0%
TN Tech <sup>3</sup>	7,380	2.8%	7,656	3.7%	7,860	2.7%	8,040	2.3%	9,060	12.7%
Memphis <sup>2</sup>	7,860	2.3%	8,064	2.6%	8,064	0.0%	8,232	2.1%	8,232	0%
UTK <sup>1</sup>	10,914	2.2%	11,110	1.8%	11,110	0.0%	11,332	2.0%	11,332	0%
UTM <sup>1</sup>	7,680	11.0%	7,818	1.8%	8,052	3.0%	8,214	2.0%	8,214	0%
UTC <sup>1</sup>	6,768	2.2%	6,888	1.8%	6,888	0.0%	7,836	13.8%	7,836	0%
Univ. Avg	\$7,509		\$7,706		\$7,840		\$8,094		\$8,208	

### Mandatory Fees

	2016-17	% Incr	2017-18	% Incr	2018-19	% Incr	2019-20	% Incr	2020-21	% Incr
APSU	\$1,473	1.4%	\$1,529	3.8%	\$1,583	3.5%	\$1,583	0.0%	\$1,583	0%
ETSU	1,669	1.2%	1,791	7.3%	1,855	3.6%	1,919	3.5%	1,919	0%
MTSU	1,660	0.7%	1,772	5.5%	1,826	3.0%	1,870	2.4%	1,870	0%
TSU	1,039	0.0%	1,050	1.1%	1,107	5.4%	1,157	4.5%	1,157	0%
TN Tech	1,171	0.0%	1,217	3.9%	1,243	2.1%	1,278	2.8%	1,278	0%
Memphis	1,637	3.4%	1,637	0.0%	1,637	0.0%	1,704	4.1%	1,704	0%
UTK	1,810	3.0%	1,860	2.8%	1,896	1.9%	1,932	1.9%	1,932	0%
UTM	1,408	0.0%	1,418	0.7%	1,460	3.0%	1,534	5.1%	1,534	0%
UTC	1,776	2.5%	1,776	0.0%	1,776	0.0%	1,820	2.5%	1,820	0%
University	\$1,516		\$1,561		\$1,598		\$1,644		\$1,644	

### Total Tuition and Mandatory Fees

	2016-17	% Incr	2017-18	% Incr	2018-19	% Incr	2019-20	% Incr	2020-21	% Incr
APSU	\$7,997	3.8%	\$8,225	2.9%	\$8,471	3.0%	\$8,627	1.8%	\$8,627	0%
ETSU	8,671	2.3%	9,015	4.0%	9,277	2.9%	9,491	2.3%	9,491	0%
MTSU	8,590	2.2%	8,948	4.2%	9,206	2.9%	9,424	2.4%	9,424	0%
TSU	7,567	2.0%	7,776	2.8%	8,007	3.0%	8,183	2.2%	8,183	0%
TN Tech	8,551	2.4%	8,873	3.8%	9,103	2.6%	9,318	2.4%	10,338	10.99%
UM <sup>2</sup>	9,497	2.5%	9,701	2.1%	9,701	0.0%	9,936	2.4%	9,936	0%
UTK <sup>1</sup>	12,724	2.3%	12,970	1.9%	13,006	0.03%	13,264	2.0%	13,264	0%
UTM <sup>1</sup>	9,088	9.2%	9,236	1.6%	9,512	3.0%	9,748	2.5%	9,748	0%
UTC	8,544	2.2%	8,664	1.4%	8,664	0.0%	9,656	10.4%	9,656	0%
University	\$9,025		\$9,268		\$9,439		\$9,739		\$9,852	

<sup>1</sup> UT-Knoxville implemented 15/4 fee structure in 2013-14.

UT-Martin implemented 15/4 fee structure in 2016-17.

UT-Chattanooga implemented 15/4 fee structure in 2019-20.

**Fees shown represent the rates for incoming freshmen in the UT system.**

<sup>2</sup> University of Memphis implemented guaranteed tuition in 2019-20.

**Fees shown for UM represent the rates for non-guaranteed tuition.**

<sup>3</sup> TTU implemented 15/4 fee structure in 2020-21.



**Mandatory Fee Request – Per Semester Fee Capped at 8 credit hours**

	<b>2020-21</b>	<b>2021-22</b>	<b>\$ Increase</b>	<b>Additional Revenue</b>	<b>Purpose of Funding</b>
	<b>Actual</b>	<b>Proposed</b>			
SGA and Student Activity Fee – year 2 of a 2 year request by SGA	\$73.00	\$86.00	\$13.00	\$310,000	Increase the quality and availability for the SGA spring and fall concerts and additional funding for BUC Fund and Student Activity funds.
Technology Access – year 4 of a 5 year request	\$144.50	\$148.00	\$3.50	\$84,000	Increased bandwidth costs, Storage Area Network (SAN) for backup and student network storage, maintenance of 10Gb equipment.

**Maintenance Fee/Tuition Request – Per Semester**

	<b>FY21</b>	<b>2021-22</b>	<b>Increase</b>		<b>Additional Revenue</b>	<b>Purpose of Funding</b>
	<b>Actual</b>	<b>Proposed</b>	<b>\$</b>	<b>%</b>		
Undergrad Tuition @ 15 cr hr	\$3,786	\$3,861	\$75	1.98%	\$1,980,000	45% salary pool; faculty tenure and promotion funding; inflationary costs for university share of employee benefits, SGA Wellness request year 1 of 3, and other operational costs.
*UG Returning O/S @ 15 cr hr	\$9,591	\$9,591	\$0	0.0%		
Graduate Tuition @ 9 cr hr	\$4,320	\$4,392	\$72	1.69%		
Grad Out-of-State @ 9 cr hr	\$7,560	\$7,560	\$0	0.0%		

\*The Board of Trustees approve an out-of-state enrollment strategy at the September 2020 meeting for new students Fall 2021 which reduces the out-of-state tuition to \$10,500 annual rate for Georgia, Kentucky, North Carolina, South Carolina and Virginia, and a \$13,500 annual rate for all other states. All other out-of-state tuition has not increased since Fall of 2018.

**Undergraduate Tuition and Mandatory Fee Request – Per Academic Year**

	<b>2020-21</b>	<b>2021-22</b>	<b>\$ Increase</b>	<b>% Increase</b>
	<b>Actual</b>	<b>Proposed</b>		
Undergrad Tuition @ 15 cr hr	\$7,572	\$7,722	\$150	1.98%
Mandatory Fees	\$1,919	\$1,952	33	1.72%
Total UG Tuition and Mandatory Fees	\$9,491	\$9,674	\$183	1.93%

All fee increases included in this item are contingent on the passage of the Governor’s budget and THEC approval of binding limits for tuition and fees.



## ETSU Board of Trustees

**April 23, 2021**

Board of Trustees  
April 23, 2021



# Criteria to Consider for Tuition/Fee Increase

- State appropriation and tuition/fees make up 92% of Main Campus revenue.
- Of the \$230M of appropriation and tuition/fees, tuition/fees are 66% and appropriation is 34%.
- Level of state support - state appropriation increase = 4.7% with \$2.5M unfunded salary pool match.
- Cost of attendance did not increase in FY21 as all fees were held flat.
- The October 2020 budget enacted over \$7 million in expenditure reductions to offset decline in revenue. Program and process efficiencies are ongoing.
- THEC binding tuition and mandatory fee limit for FY22 is proposed as 0.0% - 2.0%. Approval anticipated in May.

# Proposed Tuition Used In Budget Development

- Proposed undergraduate 1.98% tuition increase
  - Proposed graduate 1.67% tuition increase
  - Out-of-state cap at \$10,500 and \$13,500.
  - No increase to international.
  - Estimated revenue of \$1.98M to fund salary pool
- Proposed \$33 annual increase in Program Services fee
- \$26 annual (year 2 of 2) SGA for Concerts and BucFund – est. revenue \$310,000
  - \$7 annual (year 4 of 5) Technology Access for SAN, 10G – est. revenue \$84,000
- Maximum combined increase 1.93%, \$183/year

# Comparative Tuition and Mandatory Fees

	FY20 Tuition	FY20 Fees	Total Tuition & Fees	Estimated 2.0% Increase
UTK <sup>1</sup>	\$11,332	\$1,932	\$13,264	\$13,529
UTM <sup>2</sup>	8,214	1,534	9,748	9,943
UTC <sup>3</sup>	8,232	1,820	9,656	9,849
APSU	7,044	1,583	8,627	8,800
ETSU	7,572	1,919	9,491	9,680
MTSU	7,554	1,870	9,424	9,612
TSU	7,026	1,157	8,183	8,347
TTU <sup>5</sup>	9,060	1,278	10,338	10,545
UM <sup>4</sup>	8,232	1,704	9,936	10,135

<sup>1</sup> Implemented 15/4 for Fall 2013

<sup>2</sup> Implemented 15/4 for Fall 2016

<sup>3</sup> Implemented 15/4 for Fall 2019

<sup>4</sup> Implemented Guaranteed Tuition Fall 2019

<sup>5</sup> Implemented Soar in Four Fall 2020



# Public Comment for Tuition Transparency

- On April 1, 2021 the university provided notice of public comment being accepted regarding the 2021-22 proposed tuition and mandatory fee increase. Comments, as indicated in the notice were accepted through April 16, 2021.
- Overall, the university received 33 comments, 27 from respondents who self-identified as students, regarding the proposed increase:
  - 20 comments opposed the increase because of a concern for students financial situation
  - 5 comments opposed the increase because they felt the quality of education the past year was lacking
  - 4 comments opposed the increase because they felt the quality of education would not improve
  - 4 comments were general comments

# QUESTIONS?



EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

CONSENT AGENDA ITEMS

DATE: April 23, 2021  
ITEM: Consent Agenda  
RECOMMENDED ACTION: Approval  
PRESENTED BY: Adam Green  
Secretary

The Consent Agenda items presented to the Board of Trustees are routine in nature, noncontroversial, or have been approved by a board committee unanimously. The Board votes on all items by a single motion.

Full information about each item on the consent agenda is provided in the meeting materials.

As stipulated in the Bylaws, any Trustee may remove an item from the consent agenda by notifying the Secretary prior to the meeting. Before calling for a motion to approve the consent agenda, the Chair or Vice Chair (or the applicable senior Trustee in their absence) shall announce any items that have been removed from the consent agenda and ask if there are other items to be removed.

Requests for clarification or other questions about an item on the consent agenda must be presented to the Secretary before the meeting. An item will not be removed from the consent agenda solely for clarification or other questions.

**Motion: I move for the adoption of the Consent Agenda.**

**RESOLVED: The Board of Trustees adopts the Consent Agenda as outlined in the meeting materials.**



EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

ACTION ITEM

DATE: April 23, 2021

ITEM: Approval of the Minutes of February 19, 2021 and March 26, 2021

COMMITTEE: Finance and Administration Committee

RECOMMENDED ACTION: Approve

PRESENTED BY: Nathan Dugger  
Associate Secretary

The minutes of the February 19, 2021 meeting and the March 26, 2021 special called meeting of the Finance and Administration Committee are included in the meeting materials.

**MOTION: I move that the Board of Trustees adopt the resolution, approving the minutes as outlined in the meeting materials.**

**RESOLVED: The reading of the minutes of the February 19, 2021 and March 26, 2021 meetings of the Finance and Administration Committee is omitted, and the minutes are approved as presented in the meeting materials, provided that the Secretary is authorized to make any necessary edits to correct spelling errors, grammatical errors, format errors, or other technical errors subsequently identified.**

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES  
FINANCE AND ADMINISTRATION COMMITTEE

MINUTES

February 19, 2021  
Johnson City, Tennessee

The East Tennessee State University Board of Trustees' Finance and Administration Committee met on Friday, February 19, 2021, at 10:45 a.m. at the Martin Center for the Arts on State of Franklin Road in Johnson City. Due to the extraordinary circumstances surrounding the COVID-19 pandemic, only board members and staff attended in person; public attendance to the meeting was available via livestream.

**I. Call to Order**

Steve DeCarlo, Chairman of the Finance and Administration Committee, called the meeting to order.

**II. Roll Call**

Deputy Board Secretary Nathan Dugger led the roll call.

Because Trustee Dorothy Grisham participated remotely, in accordance with Tennessee Code § 8-44-108 section (c) (3), Mr. Dugger asked Trustee Grisham for the record if she could clearly hear so that she could participate in the meeting, and if she would identify any persons present in the room with her from which they were participating in the meeting. She reported that she could hear and was alone.

Additionally, Mr. Dugger reported that since there are Trustees participating remotely, should any votes be taken, they must be taken by roll call.

Committee members present were:

- Trustee Dorothy Grisham (participating remotely)
- Trustee Austin Ramsey (non-voting student member)
- Trustee Ron Ramsey
- Board Chairman Scott Niswonger
- Trustee Kelly Wolfe
- Committee Chairman Steve DeCarlo

Mr. Dugger reported to Chairman DeCarlo that a quorum was present. In addition to the Committee members, Trustees Virginia Foley, Linda Latimer, and Melissa Steagall-Jones also participated in the meeting.

### **III. Approval of the Committee Minutes from November 13, 2020**

The minutes of the Finance and Administration Committee Minutes of November 13, 2020, were approved as submitted, with Trustee Ron Ramsey making the motion to approve, and Trustee Wolfe seconding the motion. The motion passed unanimously after a roll call vote.

### **IV. Approval of Housing and Food Service Rate Increases for FY22**

Dr. B.J. King, Chief Financial Officer for Business and Finance, presented the proposed housing and meal plan increase for upcoming academic year. She reminded committee members that Housing and Food Service auxiliary units did not increase student fees for the 2020-21 academic year. However, for the upcoming year, Housing proposes increases of 1.9 to 2 percent, and rates for meal plans will increase an average of 3.28 percent, which is aligned with the contractual agreement with Sodexo and is based on the consumer price index for Meals Away from Home. Dr. King also noted that ETSU conducted a survey of food service costs, and ETSU's costs are the lowest in East Tennessee and are among the lowest of any public university in Tennessee.

Trustee Wolfe moved that the Finance and Administration recommend that the Board of Trustees adopt a resolution to approve the proposed rates for Housing and Food Service for 2021-22 as presented at the meeting. Board Chairman Niswonger seconded the motion, and it passed unanimously after a roll call vote.

### **V. Discussion of Potential Salary Pool for FY22 for Budget Development**

Dr. King announced that the Governor's Budget was released on Feb. 8, 2021 and the proposed budget includes funding for a two-step salary increase. The first pool of funds is for an increase effective Jan. 1, 2021, and will be provided retroactively once state funds are received by the university. The second pool is for an FY22 increase, which is included in the Governor's proposed budget. Neither of these pools are fully funded by the state, and will require tuition increase or offsetting institutional funds to fund the increases on the main campus. A fully funded match for the main campus would require a \$2.5 million tuition increase. Staff is exploring options to implement the increase such as a one-time bonus, increasing pay for some lower-level pay categories on campus, as well as increasing all the permanent full and part-time employees in some manner. Management is proposing implementing the increase in January 2022 when there is certainty of state funding amount and tuition revenues for the fall.

## **VI. Discussion of Comparative Tuition & Mandatory Fees for Tennessee Public Universities**

Dr. King outlined the criteria that the Board of Trustees must consider when evaluating increases in tuition and mandatory fees. She noted that those criteria were approved by the Board in the past and are detailed in the Board agenda materials. She also discussed the comparative tuition and fees tables contained in the Board packet for public universities in Tennessee. Only one institution, Tennessee Tech, increased tuition last year, and that was due to a structural tuition reset. She further noted that ETSU continues to be an affordable option in Tennessee, and that last year, ETSU was the first among public institutions in Tennessee to announce that they would not increase tuition and fees due to the hardships facing students and their families during the COVID-19 pandemic.

## **VII. Discussion of Preliminary Tuition/Maintenance Fees for Budget Development**

Dr. King shared with Committee members that staff is currently engaged in FY22 budget development process and she will present a preliminary budget proposal to the Committee at their meeting on March 26, 2021. Furthermore, she noted that Quillen College of Medicine and Bill Gatton College of Pharmacy have completed market studies and are not proposing tuition increases for their respective colleges for FY22.

Dr. King also shared with Committee members that the Tennessee Higher Education Commission has proposed a maximum of 2 percent tuition and fee increase for FY22. She continued that ETSU staff is proposing an increase of 1.98 percent, or \$150 per academic year for tuition. This increase would generate approximately \$2 million in revenue to support institution's match for a salary increases, a pool for faculty tenure increases, funds that the SGA proposed for a wellness initiative, inflationary costs for the university's share of employee benefits, and other operational expenses.

Staff is also proposing a 1.72 percent, or \$33 per academic year increase in the Program Services Fee which will be used to fund student concerts and campus activities, and support increased investments in technology infrastructure. The total proposed tuition and mandatory fee increase is 1.93 percent, or \$183 per academic year.

Dr. King next explained to Committee members that all fee increases are contingent on the passage of the Governor's budget and THEC approval of binding limits on tuition and fees.

Chairman DeCarlo asked if ETSU will be in a position to adjust to the impact of inflation. Dr. King said that we may be trailing behind the inflationary increases. She explained that when preparing proposals for state government, THEC uses the CPI, which was 1.4 percent in the budget submitted to the Governor. It would be a concern should inflation start outgrowing the CPI. However, ETSU must follow the THEC

binding limits, and the only way to get outside of those constraints would be to implement a tuition reset, which has been done by other public institutions in the state. Chairman DeCarlo asked when ETSU last implemented a tuition reset. Dr. King explained that ETSU has never implemented a structural tuition adjustment.

#### **VIII. Presentation of Comparative FY20 Unaudited Composite Financial Index**

Dr. King presented the Comparative FY20 Unaudited Composite Financial Index (CFI). Compared to the other public universities in the state of Tennessee, ETSU ranks third in the total CFI in FY19, and is in the upper-half in three of the four individual ratios.

#### **IX. Quarterly Financial Update**

Dr. King presented the Quarterly Financial Update to the Finance and Administration Committee.

#### **X. Quarterly Reports of Agreements \$250,000 or Greater**

As an information item, Dr. King provided the committee with a list of contracts and purchase orders that exceed \$250,000, covering the time period of October-December 2020.

#### **XI. Capital Budget Submittals and Disclosures FY 2021-22**

Mr. Ross presented the Capital Disclosures and Capital Maintenance included in agenda materials. He highlighted the capital outlay for the ETSU Academic Building, a \$52 million academic building proposed to be built at the center of ETSU's campus. He also outlined the THEC Capital Outlay Recommendation, which placed the ETSU Academic Building at No. 5. Governor Bill Lee's State of the State address indicated funding would be provided for projects 1-4 and various projects that were prioritized lower on the THEC list.

Mr. Ross also provided the Committee with updates and detailed plans for the ETSU Boulevard Commons, currently under construction. This area will provide a gathering place that connects the campus and enhances ETSU's outdoor offerings.

At the conclusion of Mr. Ross's comments, Chairman DeCarlo revisited the topic of the Academic Building and the concern that it has not be prioritized for funding. Mr. Ross explained that nothing is final yet and deferred to Trustee Ron Ramsey to share his expertise and views. Trustee Ramsey reminded committee members legislative session work is still ongoing.

Trustee DeCarlo asked for a motion that the committee recommend that the Board of Trustees approve the university's submission of the capital outlay, capital maintenance, and disclosed projects to the Tennessee Higher Education Commission.

Trustee Wolfe made the motion, and Board Chairman Niswonger seconded it. The motion passed unanimously after a roll call vote.

## **XII. Profiles and Trends in Human Resources**

Lori Erickson, Assistant Vice President of Human Resources, presented the ETSU Human Resources Trends and Profile. Her report outlined key areas, including the size of ETSU's workforce, salaries, and employee satisfaction.

Ms. Erickson reported that the number of employees grew by 4.8 percent over the past five years with the largest increase in faculty, due in part to grants and research coming in to the University. The largest decrease is in executive and high-level managerial positions. ETSU also has seen a decrease in skilled crafts due to retirement incentives and difficulty in recruitment for skilled craft labor. Tenured faculty grew by about 14.77 percent over the last five years, overall.

Ms. Erickson also noted that a majority of the university budget provides for salaries and benefits for employees. While ETSU's faculty salary rankings compared with peer institutions are low, the university has made significant strides, increasing salaries 8.63 percent over the past several years. When comparing staff salaries to peer institutions, ETSU's rankings are slightly higher.

To conclude her report, Ms. Erickson noted that ETSU continues to do well in the Employee Satisfaction Survey.

## **XIII. Other Business**

No other business was brought before the Committee.

## **XIV. Adjournment**

Chairman DeCarlo adjourned the meeting.

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES  
FINANCE AND ADMINISTRATION COMMITTEE  
CALLED MEETING

MINUTES

March 26, 2021  
Johnson City, Tennessee

The East Tennessee State University Board of Trustees' Finance and Administration Committee met on Friday, March 26, 2021, at 10 a.m. Due to the extraordinary circumstances surrounding the COVID-19 pandemic, the meeting was conducted via teleconference, and public attendance to the meeting was available via livestream.

**I. Call to Order**

Steve DeCarlo, Chairman of the Finance and Administration Committee, called the meeting to order at 10 a.m.

**II. Roll Call**

Deputy Board Secretary Nathan Dugger led the roll call. In accordance with Tennessee Code § 8-44-108 section (c) (3), he asked the members of the committee for the record if they could clearly hear so that they could participate in the meeting, and if they would identify any persons present in the room with them from which they were participating in the meeting. All of the committee members who were present reported that they could hear and that they were alone.

Committee members present (all via teleconference) were:

Trustee Austin Ramsey (non-voting student member)  
Trustee Ron Ramsey  
Board Chairman Scott Niswonger  
Trustee Kelly Wolfe  
Committee Chairman Steve DeCarlo  
*Absent: Trustee Dorothy Grisham*

Although a physical quorum was not present, Mr. Dugger reported to Chairman DeCarlo that a quorum did exist by inclusion of committee members participating electronically.

### **III. Approval of Determination of Necessity of Holding This Meeting**

In accordance with Tennessee Executive Order 78 permitting safe, open, and transparent public meetings by electronic means, Mr. Dugger offered up to the board the following reasons that necessitated this meeting:

- Business critical to the operations of the institution are slated for this meeting such approval of the proposed salary pool as well as tuition and mandatory fees for budget development. Initial budget presentations also will take place;
- Due to the COVID-19 virus outbreak and subsequent recommendations from the Centers for Disease Control and Prevention as well as Governor Bill Lee, physical distancing measures and a limit on group gathers are being observed.

For these reasons, Mr. Dugger contended that participation by a quorum of the Board members by electronic or other means of communication is necessary and asked that a motion be made and a roll call vote be taken for a determination on the necessity of holding the meeting.

Board Chairman Scott Niswonger made a motion that the necessity exists for the meeting to continue. Trustee Ron Ramsey seconded the motion. The motion unanimously passed by a roll call vote.

Mr. Dugger noted that there was a quorum and the need for the meeting had been voiced. In addition to the members of the Finance and Administration Committee, the following Trustees were also present for the meeting: Virginia Foley, Linda Latimer and Melissa Steagall-Jones.

### **IV. Approval of Proposed Salary Pool for FY22 for Budget Development**

Dr. B.J. King, Chief Financial Officer for Business and Finance, reviewed the proposed salary pool for FY22, which is contingent on approval of Governor Bill Lee's budget and supplemental appropriation.

- She began the discussion with an overview of salary options, which are proposed in a two-step process. The first pool of funds is for an increase effective January 2021. She noted that at this time, there is no funding source for this pool. Staff anticipates the pool will be supported with a supplemental appropriation from the State. However, ETSU may not get notification of that until late in this fiscal year or even early next fiscal year. Staff is exploring the possibility of a one-time bonus if funding for the FY21 increase is provided via a supplemental



appropriation. ETSU is not planning to allocate any funding for a retroactive increase until such time as a supplemental appropriation is approved and proper notice is received.

- The second pool of salary increase funding, which is for FY22, was included in the Governor's proposed budget. That pool is funded at approximately 55 percent, meaning to fully fund this salary pool from institutional funds would require a tuition increase for main campus. To match those funds, the requirement would be about \$2.5 million.
- Dr. King opened the floor for questions. There were no questions.

Trustee Kelly Wolfe made a motion that the Committee recommend adoption of the following resolution by the Board of Trustees: *The proposed salary pools for 2021-2022 are approved as presented in the meeting materials contingent upon the approval of the Governor's Budget.* Trustee Ron Ramsey seconded the motion. After a roll call vote, the motion passed unanimously.

## **V. Approval of Proposed Tuition/Mandatory Fees for Budget Development**

Dr. King provided a refresh of material discussed at the last Committee meeting and contained in the Committee's agenda materials regarding the criteria that must be considered when considering a tuition and mandatory fee increase.

She provided an overview of the landscape of tuition and fees in the state of Tennessee. Dr. King reminded the Committee that last year, ETSU and its Board of Trustees were the first in the state to propose no tuition and fees increase. However, this year ETSU needs to look at tuition increases in order to help fund the percent of Governor Lee's proposed salary increase that is not funded through state appropriations.

The Tennessee Higher Education Commission (THEC) has proposed a tuition and mandatory fee increase with a maximum of 2 percent, so range is 0-2 percent. THEC will vote on a binding limit at their May meeting. With this consideration in mind:

- ETSU is proposing a 1.98 percent tuition increase, which is a \$75/term or \$150/year increase for an undergraduate student at 15 credit hours. With that increase, ETSU could generate \$2 million in revenue, which would help fund the University's match for salary increase, faculty promotion funding, funding for an SGA wellness initiative that was proposed last year and went unfunded, and employee insurance cost increases.

- ETSU is also proposing a 1.72 percent increase in program service fees, which will generate almost \$400,000 to help fund student activities and events and to improve technology bandwidth.
- The total would be a 1.93 percent increase, which would be \$183 per academic year. Even with this increase, Dr. King noted that ETSU continues to be an affordable option for public education in the state of Tennessee.

Dr. King opened the floor for questions.

- Chairman DeCarlo asked about the impact of the federal government's rescue plans and how those funds were trickling down to ETSU. Dr. King answered that those federal funds are coming directly to the institution, and ETSU received one pool of money (approximately \$11 million split 50/50 between institution and student emergency grant money) last spring. Restrictions on spending of institutional money were stringent. She noted that ETSU was able to use the institutional portion of the first pool to refund housing and institutional food services for losses that were incurred by the refunds to students in June 2020. President Trump signed legislation in December 2020 that provided additional federal funding for higher education. In that legislation, ETSU received an additional \$5.5 million for student emergency grants. Dr. King noted that ETSU was awaiting guidance on the institutional portion of the funds, which was \$12 million. That guidance was released on March 19, and the federal government is allowing ETSU to apply those funds retroactively to lost revenues from summer and fall. Finally, ETSU will receive approximately \$31 million in funding through the American Rescue Plan Act, with half required to be distributed to students in emergency grants. The institution is awaiting further direction from the US Department of Education.
- President Noland elaborated on Dr. King's responses, noting that all of the funding that ETSU has received through the stimulus process is one-time in nature. Therefore, funds would be used to cover operating losses primarily in housing and food service, which experienced significant revenue reductions as a result of safety protocols put in place as a result of COVID-19.
- In light of the money that was provided from the federal government, Chairman DeCarlo asked if ETSU found itself in a financially neutral position or negatively impacted as a result of COVID-19. Dr. King stated there is hope that the funding from the federal government will allow ETSU to remain neutral.
- Trustee Wolfe inquired of other institutions' plans for tuition and fees increases, and how ETSU's proposed increase will affect its cost placement amongst the

other Tennessee institutions. Dr. King stated that she did not presently have information for the other institutions since ETSU is the first with a public meeting to discuss tuition increases.

Trustee Ron Ramsey made a motion that the Finance and Administration Committee recommend adoption of the following resolution by the Board of Trustees: *The proposed tuition and mandatory fees for 2021-2022 are approved as presented in the meeting materials contingent on the approval of the Governor's budget and the THEC binding tuition limit.* Trustee Kelly Wolfe seconded the motion. After a roll call vote, the motion passed unanimously.

## **VI. Discussion of Spring Estimated and July Proposed Budgets**

Dr. King reviewed the budgeting process and provided an overview of the spring estimated budget and the July proposed budget, which will be submitted to the state and go before the ETSU Board of Trustees for approval at the April 2021 meeting. She reviewed the budgets for ETSU's four units, which include:

- **Main Campus:** As staff developed the budget for 2021-22, several factors informed the planning process. The University based projections based on enrollment being down 100 students. Areas of reduction on the expenditure side for the main campus are primarily due to the permanent reductions taken in October 2020—academic units took a 4.3 percent budget reduction and administrative units took at 5.3 percent reduction. Research shows increase in expenditures due to the current year activities in FY21 and the establishment of the Center for Rural Health Research. Anticipated reductions in scholarships are present due to the new out-of-state tuition reset that was presented to the Board of Trustees in September 2020. Debt services has increased as a result of the completion of the Culp Student Center and the Martin Center for the Arts. Auxiliaries are realigning their expenditure budgets to their anticipated revenue. Main Campus is seeing a decline in 32 permanent positions, primarily due to permanent budget reductions taken in October. Faculty positions are down by 11, while all other categories are down by 21.

Dr. King opened the floor for questions about the Main Campus budget.

Chairman Niswonger asked about the number of individuals listed in support roles compared to the number listed as instructional. Dr. King noted that ETSU is about average as far as full-time, instructional numbers. She noted that reductions have been more in administrative/support/professional staff. She also mentioned that over time there has been growth in non-faculty staff, which has been driven by two factors. First, she pointed out the increased

need for support staff to meet student needs, which includes areas such as counseling services and others. Secondly, she noted the increased level of compliance and reporting that is required by higher education, which requires more staff. Finally, she noted that full-time faculty are augmented with adjuncts. Particularly, she mentioned the health sciences, which hires adjuncts who are professionals practicing in their respective fields.

Chairman Niswonger followed up, asking where adjuncts show up in the position count in the budget materials provided. Dr. King noted that adjuncts do not show up in the head count in the materials they were examining at the meeting.

President Noland elaborated, noting that the slide showed full-time, benefits-eligible faculty and staff. He stated that staff could follow up with information about adjuncts and adjunct numbers. He also pointed out one difference between ETSU and many other institutions in the state, adding that ETSU carries a full portfolio of grounds and custodial services, whereas, many institutions in the state outsource those positions; therefore, ETSU's support staff numbers will appear higher than other institutions in the state due to the decision not to outsource.

- **Quillen College of Medicine:** Dr. King reminded the Committee that ETSU's non-formula units operate differently than main campus and are funded differently by the state. Revenue for the College of Medicine is increasing, primarily resulting from the increase in state appropriation, which is primarily salary-driven. Expenditures are anticipated to increase by roughly \$865,000 in research and academic support as well as institutional support. There is a slight decrease in instruction, but a faculty member is being added in the July budget. A position is being moved from support to faculty for the college.
- **Family Medicine:** Family Medicine also received an increase in state appropriation for salaries, which was placed in their revenue. The increase will be spread across the expenditure categories. They are adding three positions to faculty and shifting one maintenance tech support position to a professional support position.
- **Bill Gatton College of Pharmacy:** The College of Pharmacy has a revenue decrease for its July budget due to an enrollment decline. Since the college is 100 percent dependent on tuition and fee support, that one-year enrollment decline will impact the budget for the next couple of years as the students move through their courses. As a result, when enrollment increases, Pharmacy will still see a decline in that revenue with this unit being 100 percent dependent on tuition and fees. Pharmacy spreads that reduction across all of

the functional areas. They are adding one faculty position, which is the only position growth included in the Pharmacy budgets.

Chairman Niswonger asked Dr. King and President Noland to what they attribute the decline in Gatton College of Pharmacy's enrollment.

President Noland explained multiple variables, including a decline in applications to pharmacy schools across the country, a significant build-up of colleges of pharmacy in the 1990s and early 2000s, and a more competitive landscape for students to move into first-year pharmacy courses. He also mentioned that there is a price component involved. The price point for tuition at Gatton College of Pharmacy is higher than the price for the University of Tennessee due to Gatton receiving no state funding. President Noland mentioned that he is hopeful that in time, Gatton College of Pharmacy will be able to receive some state support.

Chairman Niswonger asked if ETSU had evaluated an online program in Pharmacy Tech. He later commented that this could be a possible revenue stream to offset the decline in enrollment in the College of Pharmacy.

President Noland noted that they would share the feedback with Dr. Debbie Byrd, Dean of Gatton College of Pharmacy. He mentioned that since many tech programs are at the associate or certificate level, ETSU would be prevented by the state from offering such a program as associate programs are the domain of the community colleges. He said he would clarify that information and get back to the Committee on this issue.

## **VII. Other Business**

No other business was brought before the Committee.

## **VIII. Adjournment**

Trustee Ron Ramsey made a motion to adjourn the meeting, and Trustee Scott Niswonger seconded the motion. The meeting was adjourned.

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

ACTION ITEM

DATE: April 23, 2021

ITEM: Approval of the Minutes of February 19, 2021

COMMITTEE: Academic, Research, and Student Success Committee

RECOMMENDED ACTION: Approve

PRESENTED BY: Adam Green  
Secretary

The minutes of the February 19, 2021 meeting of the Academic, Research, and Student Success Committee are included in the meeting materials.

**MOTION: I move that the Academic, Research, and Student Success Committee adopt the resolution, approving the minutes as outlined in the meeting materials.**

**RESOLVED: The reading of the minutes of the February 19, 2021 meeting of the Academic, Research, and Student Success Committee is omitted, and the minutes are approved as presented in the meeting materials, provided that the Secretary is authorized to make any necessary edits to correct spelling errors, grammatical errors, format errors, or other technical errors subsequently identified.**

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES  
ACADEMIC, RESEARCH, AND STUDENT SUCCESS COMMITTEE

MINUTES

February 19, 2021  
Johnson City, Tennessee

The East Tennessee State University Board of Trustees' Academic, Research and Student Success Committee met at 9:40 a.m. on Friday, February 19, 2021, at the Martin Center for the Arts on State of Franklin Road in Johnson City. Due to the extraordinary circumstances surrounding the COVID-19 pandemic, only board members and staff attended in person; public attendance to the meeting was available via livestream.

**I. Call to Order**

Dr. Linda Latimer, chair of the Academic, Research and Student Success Committee, called the meeting to order at 9:40 a.m.

**II. Roll Call**

Board Secretary Adam Green led the roll call. Committee members present were:

Trustee Janet Ayers  
Trustee Virginia Foley  
Board Chairman Scott Niswonger  
Trustee Melissa Steagall-Jones  
Chair Latimer

Dr. Green stated there was a quorum; however, in accordance with Tennessee Code § 8-44-108 Section (c)(3), he needed to present a series of questions to the committee members, and that due to some trustees participating remotely, all votes must be taken by roll call. In response to these questions, Trustee Ayers indicated that she could hear clearly and that no one was present in the room with her; likewise, all trustees present in person indicated they were able to hear Trustee Ayers. Dr. Green also noted for the record that Trustees Dorothy Grisham and Steven DeCarlo were participating remotely and that Trustees Ron Ramsey and Kelly Wolfe were participating in person.

### **III. Approval of the Committee Minutes from November 13, 2020**

Trustee Steagall-Jones moved that the minutes from the November 13, 2020, meeting be approved. The motion was seconded by Trustee Ayers and passed unanimously through a roll call vote.

### **IV. Approval of the new Academic Program Proposal – Doctorate in Occupational Therapy**

Dr. Wilsie Bishop, Senior Vice President for Academics and Interim Provost, presented the New Academic Program Proposal for the Clinical Doctorate in Occupational Therapy, the final step in a series of review protocols necessary for the new program's establishment. The occupational therapy program had previously been approved as a Letter of Notification by the Board of Trustees in April 2019, under the former procedure that required two reviews by the Board, and has been reviewed and approved by the Tennessee Higher Education Commission (THEC) following public comment. If approved by the Board of Trustees, it will be sent again to THEC for final approval. She noted that under the old procedure, the Board saw a given academic program proposal twice – once as a letter of notification to obtain approval to plan the program and again as a final proposal to go before THEC; the new procedure, which could save three to six months in the review process and bring new programs to students faster, involves a letter of notification that says following Board review, the university may take action and proceed to THEC.

Dr. Don Samples, Dean of the College of Clinical and Rehabilitative Health Sciences (CCRHS), presented the proposal for the Clinical Doctorate Degree in Occupational Therapy (OTD) (*see full program proposal and PowerPoint presentation in meeting materials*). He noted that the college has been working on this process for a little over two years, developing the curriculum and addressing accreditation issues with the goal of having the program operational by summer 2022. He stated the OTD is desirable for ETSU because the occupational therapy profession's mission and goals align appropriately with the university's missions and goals of improving the quality of life of the citizens of this region and the greater Appalachian area. It will add to the diverse academic portfolio in the health sciences at ETSU and broaden the comprehensive nature of the rehabilitative educational offerings within his college. It will have a positive impact on the quality of care delivered to the citizens of the region.

Dr. Samples noted that initial application for accreditation by the Accreditation Council for Occupational Therapy Education (ACOTE) will be submitted this spring. He pointed to high demand both regionally and nationally for occupational therapy practitioners. Job growth is projected to be 31.9 percent regionally due to the aging of the population.



Dr. Samples said the proposed program features an interdisciplinary curriculum that may be completed in eight terms over three academic years. Six full-time faculty will be needed to serve the projected enrollment; space will be available for 30 students per cohort (24 in the inaugural cohort), and the program is expected to operate at a full capacity of 90 students by year four (2025-2026). ETSU would be the first public institution within more than 200 miles to offer an OTD program in Tennessee, and the only one to offer the degree with other established graduate rehabilitation programs within the same college (currently Physical Therapy, Speech-Language Pathology, and Social Work, with Orthotics and Prosthetics now in development) and within a broader university interprofessional education program.

Dr. Samples pointed out that the program will be funded through carryover and contingent funding by the CCRHS, and there are currently no grants or gifted funds available for establishment. He said the program is expected to have revenue that exceeds expenditures by the third year. The classroom, laboratory, office and storage space for the program will be located on the first floor of Building 2 on the Quillen Veterans Affairs Medical Center campus, which will also house the proposed Orthotics and Prosthetics program. The Physical Therapy program is housed on the second floor of the same building.

Trustee Foley moved that the committee recommend adoption of the proposal by the Board of Trustees. The motion was seconded by Trustee Steagall-Jones and passed in a roll call vote.

#### **V. Approval of Letter of Notification – M.S. in Applied Data Science**

Dr. Bishop presented the Letter of Notification for a new Master of Science in Applied Data Science following its approval internally by the Academic Council, University Council and President Brian Noland. Pending Board of Trustees approval, the item will be sent to THEC, where it will be posted for public comment, undergo review by external academic evaluators, and be submitted for final approval. Unless substantial changes are made in the THEC review process, no additional action will be required by the Board.

Dr. Sharon James McGee, Dean of the College of Graduate and Continuing Studies, presented the details of the new program (*see full program proposal and PowerPoint presentation in meeting materials*). She said data scientists, who organize and analyze data for decision-making in multiple industries, are in high demand, with 11.5 million job openings predicted to be available by 2026. In this region, it can take up to a year to fill a position. Average salaries range from \$95,000-\$102,000. The program will appeal to working students due to its flexibility; it features on-ground and online, full-time and part-time, and thesis and non-thesis options. It will be distinctive because of its applied nature and partnerships with industry. It is interdisciplinary, with the Departments of Mathematics and Statistics and Computing providing the core curriculum; electives will

be drawn from such disciplines as geosciences, public health, economics, psychology, anthropology, sport science and more, which will give students a wide breadth of experience. Current interest among students is high, and the 36- to 39-credit-hour program is expected to start with 12 and ultimately accept 24 new students each year. The program will contribute to revenue growth and supports state and ETSU goals, including enrollment growth, increasing computer science and data analytics offerings, providing partnerships between higher education and industry, and improving the quality of life in the region and beyond.

Following brief discussion regarding the interdisciplinary nature of the program and the efforts made by faculty in planning, a motion was made by Trustee Niswonger and seconded by Trustee Steagall-Jones to recommend adoption by the Board of Trustees a resolution approving the establishment of the Master of Science in Applied Data Science and directing the university to submit the Letter of Notification to THEC and complete all additional steps required by THEC and ETSU for full implementation of the program should THEC support the proposal during its post-external judgment determination. The motion passed unanimously with a roll-call vote.

#### **VI. Academic Action Notification for Period of August 1, 2020, through December 31, 2020**

Dr. Bishop presented the Academic Action Notification for the Period of August 1-December 31, 2020 (*see summary and full report in meeting materials*). Dr. Bishop said that while all of the academic actions are taken to improve the strength and variety of academic programs, she wanted to call particular attention to the M.S. in Information Systems, which is developing as a free-standing degree program from an existing concentration within the current M.S. in Computer Science program. She noted the name change of the Clinical Alcohol and Drug Abuse Counseling Studies in the Department of Social Work to Clinical Addiction Counseling Studies, reflecting more current terminology. A new concentration Health Care Marketing is being added to the MBA program, offered in partnership with the Department of Allied Health, in response to feedback from current students, recent graduates and industry leaders. The Accelerated MBA program has added three new popular concentrations: Cybersecurity Management, Business Analytics, and Health Care Marketing.

As this was an information item, no action was required.

#### **VII. Update on Center of Excellence in STEM Education**

Dr. Janna Scarborough, Dean of the Clemmer College, provided an update on the Center of Excellence in STEM Education (*see summary and PowerPoint presentation in meeting materials*), which is seeking THEC approval for a name change from the original Center of Excellence in Mathematics and Science Education. This Center was started in 2006 and was one of the first Centers of Excellence of its kind in Tennessee. At that time, the STEM acronym (science, technology, engineering and mathematics) was not in

widespread use. Since then, technology, engineering education and computing have been added to mathematics and science as areas of focus, and the College of Business and Technology has joined the original collaborators – Clemmer College and College of Arts and Sciences – in this venture, which seeks to achieve excellence in STEM education at all levels, from P-16. The name and structure change better reflect the work of the Center in integrated STEM education and new science education standards. Dr. Scarborough shared more of the history of the Center and noted its ongoing projects, including the Governor’s School in Integration of Biological and Statistical Sciences, Eastman MathElites and SciencElites programs, the Northeast Tennessee STEM Hub, and a Mathematical Olympiad for elementary and middle schools. In 2020, the Center stayed current by focusing on virology and COVID-19 data sets. Future endeavors planned by the Center include a Governor’s School in Synthetic Biology starting in 2022, seeking additional major funding from the USDoE and National Science Foundation, a focus on “Epidemiology as a STEM Education Field,” and partnering with the Niswonger Foundation on its \$8 million Department of Education grant by engaging in teacher training in epidemiology and open source computer languages in statistics. The Center also provides professional development for current teachers, helping them keep up with emerging information and skills in the field, while preparing the next generation of educators. Dr. Scarborough said the Center’s desire is to contribute to a comprehensive, coordinated vision of STEM education and economic development.

Chair Latimer said she was excited about the integration and collaboration among colleges exhibited by the Center. President Noland added his thanks to the Center leadership and faculty across campus for the work they have done in this effort, noting that the Board has encouraged the university to pursue important opportunities available to the institution in the space of STEM, and this brings the campus closer to some of the visions and aspirations that have been established by the Board.

### **VIII. Update on Search for New Senior Vice President of Academics/Provost**

Dr. Keith Johnson, Vice President for Equity and Inclusion and Chair of the Search Committee for the new Senior Vice President of Academics/Provost, gave an update on the search process (*see timeline in meeting materials*). He outlined key upcoming dates in the process: On March 9, the Search Committee will receive a recommendation from the search firm of 8-10 of their recommended top candidates; the Committee will recommend 8-10 candidates on March 19; in late March, the Committee will conduct interviews via Zoom with 8-10 candidates, and then narrow the pool down to four to invite for interviews on campus during the first two weeks of April; and upon the conclusion of the interview sequence an offer may be extended to the selected candidate.

Chair Latimer said this is an important step for the university. She said the successful candidate will have big shoes to fill following Dr. Bishop, and said Board members would be excited to meet the finalists.

## **IX. Update on Southern Association of Colleges and Schools**

Dr. Cheri Clavier, Director of Institutional Effectiveness and Accreditation Liaison, provided an overview of the process and timeline that will be followed in the upcoming Southern Association of Colleges and Schools Commission on Colleges reaffirmation process (*see summary and PowerPoint presentation in meeting materials*). This process is required every 10 years; the last reaccreditation process occurred in 2013, with some significant visits taking place since that time due to the governance change to the Board of Trustees in 2016 and the fifth-year report in 2018. The three-year process leading up to 2023 began in December 2020 with virtual orientation, which was attended by 37 administrators and staff from ETSU. The next step is compliance certification, which must be completed in September 2022. Dr. Clavier explained that this normally involves the institution responding to all 75 core requirements and standards, but SACS implemented a differentiated review process this year, in which institutions must apply and meet eligibility requirements and be approved to take part. ETSU was approved to be one of the first classes to undergo this differentiated review process and will therefore complete a modified compliance certification in which it responds to fewer standards; by participating in this process for 2023, ETSU will not be eligible to participate it again in the 2033 reaffirmation process. ETSU will document compliance with 40 core requirements and standards instead of all 75, but is expected to maintain compliance with all 75.

An off-site peer review process will take place in November 2022, followed by the submission of a Quality Enhancement Plan in February 2023; this is a five-year initiative designed to improve student learning and/or success, and ETSU is looking to address student equity and student access and success in this QEP, in alignment with THEC Quality Assurance Funding standards. The most public step in the process is the on-site peer review that will take place in April 2023, with a team of evaluators visiting campus and talking with faculty, staff and students, followed by the final decision in December 2023.

President Noland stated that December 2023 seems like an eternity from now, but the activity that must occur between now and then to ensure that the university remains in compliance with SACS is comprehensive. He noted that the last time ETSU went under a SACS review, it was governed by the Tennessee Board of Regents, and the university wished to provide the Board a picture early of the efforts that will be undertaken to ensure continued compliance, which is critical for receipt of federal funding, federal financial aid, and a broad range of other elements.

## **X. Update and Discussion on Ballad and the Coordinating Council**

Dr. David Linville gave an update on the ETSU/Ballad Coordinating Council. He said the Council has not met as a group since the last Board meeting in November, but the sub-

councils in education, research, and clinical services have been working. He said work this year is focused on how to respond as partners in light of the COVID-19 pandemic, which is dictating the issues that must be dealt with. He said ETSU has worked closely with Ballard to ensure maintained academic continuity for learners, so despite the fact that Ballard had significant numbers of patients in the hospital, ETSU's ability to rotate students in clinicals was not limited. Now that vaccines are becoming available, ETSU nursing and pharmacy students will participate with Ballard in providing these to the community. Work continues with the Center for Rural Health Research and Strong BRAIN Institute. Dr. Linville reminded the Committee that the challenge in continuing to grow and develop the relationship between ETSU and Ballard relates to marrying different cultures of health care delivery. He said Board members' help in having conversations with community partners and colleagues is still vital in this developing partnership, through which both institutions will become stronger in terms of their ability to provide health care for the people of the region. Dr. Linville noted that there are other clinical enterprise items that Dr. William Block, Vice President for Clinical Affairs and Dean of medicine, and his team have been working on. He said ETSU has been partnering with Ballard and exploring a clinic for individuals who have long-term problems related to COVID.

## **XI. Research Corporation Update**

President Noland provided an update on efforts to restructure the long-standing Research Foundation into a flexible and innovative Research Corporation. The Research Foundation Board met in December to take action on bylaws revision, structure, board composition, staffing, and vision. Dr. Noland said the bylaws were reconstituted and the membership of the board, from a structural and competency perspective, was outlined. Over the next few months, the new President and CEO of the Research Corporation, Mr. David Golden, will begin working to round out the board to fill the needed competencies and begin to shape a vision to deepen a culture of research at the university.

Mr. Golden said one of the challenges that has occurred since the university's founding in 1911 is the redefinition of a region. At that time, the region was insular and not really affected by things that happened outside the region, and the world moved more slowly. He referred to Board Chairman Niswonger as someone who has done well in learning to fly, and said that the question now is how ETSU continues to fly faster and farther given how fast the world is changing. Mr. Golden said that the Research Corporation can help remove barriers and help faculty run faster in meeting the academic demands of the world, such as enhanced offerings in digital media marketing certification for working adults and the synthetic biology offerings referenced earlier in the meeting.

Mr. Golden said that in addition to STEM education and experiential learning, the Research Corporation will also focus on regional development and entrepreneurship. He said an entrepreneurial student or faculty member could approach the Research

Corporation with a great idea and find assistance in helping that idea take off. He said he is excited about the potential of ETSU to rise up 110 years after its founding and better not only the lives of the people of the region, but people around the world.

Mr. Golden also shared a mock-up of the Research Corporation's website.

## **XII. Adjournment**

There being no further business, Chair Latimer adjourned the meeting at 10:51 a.m.

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

ACTION ITEM

DATE: April 23, 2021

ITEM: Approval of the Minutes of February 19, 2021

COMMITTEE: Audit Committee

RECOMMENDED ACTION: Approve

PRESENTED BY: Rebecca A. Lewis, CPA  
Chief Audit Executive

The minutes of the February 19, 2021 meeting of the Audit Committee are included in the meeting materials.

**MOTION: I move that the Board of Trustees adopt the resolution, approving the minutes as outlined in the meeting materials.**

**RESOLVED: The reading of the minutes of the February 19, 2021 meeting of the Audit Committee is omitted, and the minutes are approved as presented in the meeting materials, provided that the Secretary is authorized to make any necessary edits to correct spelling errors, grammatical errors, format errors, or other technical errors subsequently identified.**

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES  
AUDIT COMMITTEE

MINUTES

February 19, 2021  
Johnson City, Tennessee

The ETSU Board of Trustees Audit Committee met at 8 a.m. on Friday, February 19, 2021, at the Martin Center for the Arts in the Foundation Grand Hall. The meeting was broadcast over YouTube.

**I. Call to Order**

Committee Chairperson Melissa Steagall-Jones called the meeting to order at 8:03 a.m.

**II. Roll Call**

Board of Trustees Secretary Adam Green called roll and confirmed to Trustee Steagall-Jones that a quorum was present. Committee members present were Melissa Steagall-Jones and Ron Ramsey, and Dorothy Grisham, who participated remotely.

Secretary Green stated that according to Tennessee Code § 8-44-108 Section (c)(3), he needed to present two questions to Trustee Grisham who was participating remotely. Trustee Grisham confirmed that she could hear everyone, and she stated that she was alone. Other ETSU Board of Trustees members present for the committee meeting were Steven DeCarlo, Virginia Foley, Linda Latimer, and Janet Ayres, who participated remotely.

Because a trustee was participating remotely, Secretary Green noted that all votes must be taken by roll call.

**III. Minutes of the Audit Committee Meeting from November 13, 2020**

The minutes from the November 13, 2020, meeting were reviewed. Trustee Ramsey moved for them to be approved and Trustee Grisham seconded the motion. A roll call vote was taken, and the motion passed unanimously 3-0.

**IV. Revision to the Audit Plan**

Ms. Rebecca Lewis requested approval from the Audit Committee to add two audits to the current audit plan. The first audit was a review of the ETSU College of Nursing. The dean of the college recently retired, and a request was made for ETSU



Internal Audit to perform an audit. Such action is standard protocol and is similar to the reviews performed of head coaches as well as vice presidents upon their departure from the university. The second requested audit was a review of the institution's legislatively mandated Sunset Audit.

Trustee Ramsey made a motion to accept the revisions to the audit plan, and Trustee Steagall-Jones seconded the motion. The motion passed unanimously 3-0.

**V. Review of Audit Work Performed November 2020 through January 2021**

Ms. Lewis stated that her office had completed one audit and two investigations. Additional information on the audits was available in the audit committee materials.

**A. WETS-FM radio**

Internal Audit completed its annual financial statement audit of WETS-FM radio. This was the only financial statement audit Ms. Lewis' office performs and it is required by the Corporation for Public Broadcasting (CPB) due to the fact that WETS-FM receives grant funding. Ms. Lewis stated that acknowledgment and disclosure are made that ETSU is not independent; however, according to CPB, ETSU Internal Audit is allowed to render an opinion. It is the opinion of ETSU Internal Audit that the financial statements for the year ending June 30, 2020, were fairly presented in all material respects, and there were no audit findings.

**B. Memorandum of Investigations**

Two investigations were performed since the last Audit Committee meeting.

**Human Patient Simulation Laboratory:** An investigation review of the Human Patient Simulation Laboratory was conducted. During this review, it was discovered that some of the licensing agreements between the laboratory and other external parties did not contain all of the required approvals and disclosures. In addition, two employees who own outside businesses did not seek approval before entering into a business relationship with ETSU. These companies offered training courses to both individuals and outside entities in conjunction with the university laboratories. The business relationships and related transactions lacked transparency and full disclosure. Based on discussions with administration, appropriate controls are being implemented to help ensure compliance with university policies, including proper disclosures and approvals. Conflicts of interest should be disclosed annually and reviewed in accordance with university policies.

**Procurement and Contract Services:** An investigation related to Procurement and Contract Services in response to issues that emerged over the past year. In April 2020, Internal Audit was notified that the direct deposit information for one of the university's major vendors appeared to be fraudulently changed. The investigation revealed that failure to confirm direct deposit change requests for this vendor allowed funds, totaling \$1,457,499.59, to be diverted into fraudulent bank accounts. A claim has been filed against the vendor's insurance policies, including, but not limited to, cybersecurity. The university also anticipates the receipt of a \$200,000 payment

through the State of Tennessee’s cybersecurity insurance program. The timing of any recoveries is uncertain at this time. No evidence was discovered to indicate a university employee was a knowledgeable participant in the fraudulent scheme. Internal Audit has also completed a follow-up review after changes were made to procedures and internal controls in Accounts Payable. Based on the review, Ms. Lewis says actions have been taken to help prevent similar schemes from occurring. University Counsel Mark Fulks provided an update on efforts to recover the money. There is not a timeframe available for when or how much money can be recovered.

**C. Completed Audit Heat Map**

The Internal Audit Heat Map was included in the materials.

**VI. Recommendation Log Status as of January 31, 2021**

**A. Recommendation Log:**

Ms. Lewis reviewed the recommendation log, which provides the status of recommendations made in prior audit reports. The log indicated that follow-up actions were either in progress or have been completed.

**VII. Public Safety Update/Annual Update on Clery Report**

Jeremy Ross, ETSU Chief Operating Officer, gave a brief introduction to the role of emergency preparedness efforts at ETSU, the role of Public Safety, and the importance of accreditation and reporting of incidents. Mr. Ross introduced Cesar Gracia, ETSU’s new Chief of Police, who is a two-time alumnus of ETSU. In discussion of the recent Sunset Audit, Chief Gracia said ETSU will improve how it reports crimes in the “Clery geography” that surrounds campus. More Clery training is taking place for employees, and the department is in the process of certifying a new Clery compliance officer.

Also introduced was Jeff Blanton, who recently worked with the Federal Bureau of Investigation and is now leading emergency preparedness at ETSU. Mr. Blanton discussed new training efforts taking place on campus and referenced the new ETSU Safe App. Dan O’Brien, who is Executive Director of Parking Services and is ETSU’s Radiation Safety Officer, gave a presentation on the ETSU Safe App and how it is used as a communication tool and has a number of other important features, including a “Friend Walk” option. ETSU is investing over \$2 million in new security cameras and access control. Mr. O’Brien played a video showing how the security cameras are used investigations.

**VIII. Other Business**

No other business items were presented. Trustee Steagall-Jones noted that the financial statement audit is nearing completion and should be done soon.

**IX. Executive Session to Discuss Active Audits and Enterprise Risk Management**

Trustee Steagall-Jones announced the committee will move into executive session and noted that no action will be taken in executive session.

**X. Adjournment**

The meeting adjourned at 8:35 a.m.

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

ACTION ITEM

DATE: April 23, 2021  
ITEM: President Emeritus Contract for Dr. Stanton  
RECOMMENDED ACTION: Approve  
PRESENTED BY: Adam Green  
Secretary

In accordance with guidelines for President Emeritus employment, forms have been completed by Dr. Stanton and reviewed by Dr. Noland, certifying work performed during the 2020-21 fiscal year and the minimum number of hours performing the work. State law requires Board of Trustee approval for renewal of this President Emeritus contract. The certification for the 2020-21 fiscal year are included in the meeting materials for Dr. Paul E. Stanton, Jr.

**MOTION: I move the following resolution by the Board of Trustees.**

**RESOLUTION: The Board of Trustees approves the certification and contract for Dr. Stanton, authorizing Dr. Noland to sign the President Emeritus contract for 2021-22.**

**BOARD OF TRUSTEES  
EAST TENNESSEE STATE UNIVERSITY**

**NOTICE OF PART-TIME EMPLOYMENT AND AGREEMENT  
FOR PRESIDENT EMERITUS**

TO: Dr. Paul Stanton  
1411 Walnut Grove Road  
Jonesborough, TN 37659


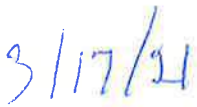

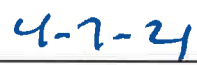
This is to confirm your part-time appointment to a position approved by the ETSU Board of Trustees as President Emeritus of East Tennessee State University for a period beginning July 1, 2021 at a monthly salary of \$ 4,600.83 subject to the terms and conditions hereinafter set forth and our acceptance thereof:

1. This appointment is made subject to the laws of the State of Tennessee as well as the requirements and policies of this institution.
2. The term of this agreement is July 1, 2021 to June 30, 2022. It may be renewed on an annual basis following review of the emeritus work performed and approval by the ETSU Board of Trustees.
3. The above stated salary is contingent upon your successful completion of service for the full term of this agreement. The salary will accrue and will be payable monthly. In the event of failure to complete the specific terms of the appointment, salary will be prorated in accordance with the policies of the institution.
4. This appointment and the above-stated salary are in consideration of your faithful performance to the best of your ability of the duties and responsibilities assigned to you as a part-time employee of this institution. These duties include:
  - Consultation and advisement to Dr. Brian Noland.
  - Fund raising for East Tennessee State University as needed.
  - Institution-community relations and activities for East Tennessee State University.
  - Consultation for East Tennessee State University.
5. As a part-time employee, you are not eligible for employment benefits (retirement credit, state insurance plan, annual or sick leave, holiday pay, or longevity credit). Notwithstanding, social security will be deducted from your paycheck unless you are a member of a retirement system or are a rehired annuitant as specified in 26 CFR Part 31.
6. This appointment does not include any assurance, obligation, or guarantee of subsequent employment.
7. This agreement may be terminated without prior notice.

8. By acceptance of this appointment, you agree to abide by the terms of the Drug-Free Workplace Act of 1988 as defined in published institution statements and policy. You also agree to notify the Office of Personnel of any criminal drug conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
9. You are required to notify the President should you become employed at another state agency/institution.
10. The following special conditions shall govern this appointment:

The retired employee accepts employment for up to 120 days during a 12-month period. The number of hours actually worked will be provided to the institution upon request and will be no less than 276 hours.

I accept the appointment described above under the terms and conditions set forth.

 <hr/> APPOINTEE	 <hr/> DATE
 <hr/> PRESIDENT	 <hr/> DATE
<hr/> CHAIR, ETSU BOARD OF TRUSTEES	<hr/> DATE

## President Emeritus Report 2020-21

During this fiscal year, I performed the following functions (attached) for East Tennessee State University.

*(Please type your report and attached it to this work sheet)*

I spent at least 120 hours performing the work but less than 120 days.

*(under covid regulations)*

*Paul E Stanton Jr*  
President Emeritus

*3/17/21*  
Date

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### For East Tennessee State University:

I have reviewed the work of Dr. Paul E. Stanton, Jr., for 2020-21, and I am satisfied that it was well performed.

*B. Lee*

President

*4-7-21*  
Date

\_\_\_\_\_  
Chair, ETSU Board of Trustees

\_\_\_\_\_  
Date

## Hours and Areas Worked

<b>1. COL Teaching</b>	<b>65 Hours</b>
<b>2. Calls related directly to ETSU needs</b>	<b>15 Hours</b>
<b>3. University events</b>	<b>10 Hours</b>
<b>4. Individual ETSU faculty/staff/student meetings</b>	<b>10 Hours</b>
<b>5. Medical meetings or teaching with ETSU faculty/staff/students/residents while under treatment for cancer</b>	<b><u>20 Hours</u></b>
<b>Involved Drs. Olive, Copeland, Palazzo, Farrow, Paul, Krishnan, Grant Taylor, Colvett, Jack Goldstein, Floresguerra</b>	<b>120 Hours</b>



EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

ACTION ITEM

DATE: April 23, 2021

ITEM: Promotion and Tenure of Faculty Members

COMMITTEE: Academic, Research, and Student Success Committee

RECOMMENDED ACTION: Approve

PRESENTED BY: Wilsie Bishop  
Senior Vice President for Academics and Interim Provost

Promotion in rank recognizes the past achievements of a faculty member and expresses confidence that she or he is capable of even greater accomplishments and of assuming greater responsibilities. The University awards tenure to faculty whose professional abilities and accomplishments warrant the degree of permanence afforded by academic tenure.

**MOTION: I move that the Academic, Research, and Student Success Committee recommend adoption of the following Resolution by the Board of Trustees:**

**RESOLVED: Promotion in rank and/or the awarding of Tenure is granted to the faculty members recommended by the President in the particular unit, department, or college as outlined in the meeting materials.**



East Tennessee State University  
Office of the President

Box 70734 • Johnson City, Tennessee 37614-1710 • (423) 439-4211 • Fax: (423) 439-4004

March 31, 2021

Adam Green, EdD  
Secretary to ETSU Board of Trustees

Dr. Green,

I recommend the Board of Trustees award tenure and/or promotion to the faculty indicated on attachment A. Those listed below are recommended as exceptions permitted by ETSU policy. Attachment B provides numbers of ETSU faculty with tenure and by professorial rank in fall 2020.

**Recommended as Exceptions**

**Dr. Natalie L. Smith**

**Sport, Exercise, Recreation & Kinesiology**  
Clemmer College

*Exception: Awarding tenure prior to completing the probationary period and promotion to Associate Professor prior to completing the minimum years in rank.*

Dr. Smith earned her Ph.D. at The University of Illinois, Urbana-Champaign Urbana, IL with a major in Recreation, Sport and Tourism December 2016. She earned her masters degree in Neuchatel, Switzerland in 2010 with a focus on Humanities, Management and Law of Sport. Her baccalaureate degree is from Pomona College in Claremont, CA. She joined the ETSU Faculty in in August 2016. While Dr. Smith has only completed four full years at ETSU, she has demonstrated excellence in and exceeds her department's expectations in all three areas of teaching, research, and service. She has a clearly defined plan and approaches her teaching and scholarship with enthusiasm for what she does and high regard for the success of her students. Related to research, she has 7 peer-reviewed publications and one in review. She has secured 7 grants and has made multiple presentations. Additionally, she has been in the process of coauthoring a textbook for her field of study. Dr. Smith is known for her student engagement as a teacher and advisor. She seeks to expose her students to professionals across the world through guest lectures. She has taught 20 courses during her time while developing 3 courses. Dr. Smith's service commitment has been documented to the University, her profession, and the community. Dr. Smith has been successful in her career at ETSU and offers significant potential for continued excellence.  
department.

*Exception: Awarding tenure prior to completing the probationary period and promotion to Associate Professor prior to completing the minimum years in rank.*

Dr. Bazylar joined the ETSU faculty in August 2016. He holds a Ph.D. in Sport Physiology and Performance with a Concentration: Sport Physiology and an M.A. in Sport Science from East Tennessee State University. His B.S. in Exercise Science is from Florida State University. Dr. Bazylar has successfully developed a line of research focused on athletic performance that has resulted in 22 peer-reviewed publications, 40 conference abstracts, 3 conference oral presentations, and 9 grants (3 external, totaling ~\$80,000) that he has received with colleagues and external partners nationally and internationally across multiple universities. He is currently overseeing 3 grant-funded projects focused on physiological and performance changes in athletes. Dr. Bazylar has a student-centered learning teaching philosophy. He has been heavily engaged in student mentoring as evidenced by service on 27 capstone, thesis, and dissertation committees, 9 of which Dr. Bazylar chaired while teaching 3-4 classes per semester. Dr. Bazylar's service commitment to the University, her profession, and the community has been documented. Dr. Bazylar's academic success demonstrates a strong start to his career and offers significant potential for continued excellence.

*Exception: Awarding tenure prior to completing the probationary period and promotion to Associate Professor prior to completing the minimum years in rank.*

Dr. Harrison joined the ETSU faculty in August 2016. In 2019 she was named the inaugural holder of the Stanley P. Williams Faculty Fellowship in Marketing. Dr. Harrison earned her Doctor of Business Administration degree from Kennesaw State University with a concentration in Marketing. She received her MBA from ETSU and her baccalaureate degree in public relations from Middle Tennessee State University. Her department chair notes that she has, "an impeccable research record, with seven peer-reviewed journal articles and one conditionally accepted at present. Dr. Harrison's publications appear in top-tier journals in the field, including publications in *Journal of Business Research*, *Journal of Business & Industrial Marketing*, *Journal of Marketing Theory and Practice*, and *Journal of Product & Brand Management*." Dr. Harrison is viewed as a valuable faculty member who goes the extra mile to support her students ability to achieve academic and personal success. She is consistently rated one of the top teaching faculty in her department. Her record of departmental and university service as well as her service within the community and her profession are exemplary. Dr. Harrison demonstrated success in her profession in private enterprise before joining the College of Business and Technology faculty and continues to show both academic achievement and potential for continued success.

*Exception: Awarding promotion to Professor prior to completing the minimum years in rank.*

Dr. Kilaru joined the ETSU faculty in August 2011. She was tenured and promoted to Associate Professor in 2016. She holds the Ph.D. degree in Environmental and Evolutionary Biology from the University of Louisiana at Lafayette. She also holds a Masters of Science in Biotechnology and a Bachelor of Science in Botany, Zoology and Chemistry. Dr. Kilaru has national and international recognition and research collaborations in her field of lipid biology. She lists 23 national & international scientific presentations, 35 regional presentations, and 19 invited seminars since her last promotion. As an NSF funded researcher, a major focus of Dr. Kilaru's teaching is to prepare her students for academic and research careers including pursuing independent competitive grants under her advisorship. Of the 38 grants that her students applied for since 2015, 11 have been funded. Dr. Kilaru has contributed to the profession as an editorial board member and reviewer for the journals Scientific Reports, Frontiers in Agricultural Biological Chemistry, and the International Journal of Biochemistry & Molecular Biology. She is an active participant and holds leadership roles in the American Society of Plant Biologists, the Gordon Research Conferences on Plant Lipids, and the International Molecular Moss Science Society. She also contributes to the work of her department, the college, the university, and the larger community, through her work on various service committees. Dr. Kilaru has demonstrated excellence in her faculty role and has demonstrated the potential for continued success.

*Exception: Awarding tenure prior to completing the probationary period and promotion to Associate Professor prior to completing the minimum years in rank.*

Dr. Zahner received his PhD in Integrative Biosciences (Neuroscience) at Pennsylvania State University College of Medicine and completed a Post-doctoral Fellowship at Johns Hopkins University School of Medicine. He holds an M.S. Human Sciences (Nutritional Sciences) from Florida State University and a B.S. in Agriculture and Natural Resources (Nutritional Sciences) from The University of Connecticut. Dr. Zahner joined the ETSU faculty in fall of 2017. Prior to this, had significant research and teaching experience at Pfizer and other higher education institutions. He has demonstrated exemplary academic achievement within the three years of his appointment. Dr. Zahner has aggressively sought extramural funding. In this first year at ETSU he submitted 2 separate NIH R15 grants as the principle investigator, both of which received funding for 3 years totaling \$436,800 and \$437,225, respectively. He also was the recipient of an ETSU RDC Major Grants Program award in the amount of \$10,000. In addition to acquiring intra and extramural funding, Dr. Zahner published three full length research articles in peer-reviewed journals. Dr. Zahner has been recognized for playing a significant role in mentoring undergraduate students and receiving positive peer reviews of his teaching. Dr. Zahner has

departmental, college, university and professional service activities that have supported the work of the college and department, especially noted is his work on the College Curriculum Committee which responded to significant curricular change required by new accreditation criteria for the College. Dr. Zahner has demonstrated excellence in his faculty role and potential for continued success.

I am honored to recommend for tenure or promotion the faculty named in this letter and those on the documents accompanying it.

Sincerely,

A handwritten signature in blue ink that reads "B. Noland". The signature is fluid and cursive, with a large initial "B" and a clear "Noland" following.

Brian Noland  
President

Attachments

Copies:

Wilsie S. Bishop  
Human Resources

## Tenure and Promotion Recommendations for 2021-2022

College/Faculty Name	Department	Proposed Rank <sup>1</sup>	Tenure Location <sup>2</sup>	
<b>Arts and Sciences</b>				
	Arceo Gomez, Gerardo	Biological Sciences	Associate	Biological Sciences
	Bishop, Gregory	Chemistry	Associate	Chemistry
	Burkey, Linde	Criminal Justice & Criminology	Associate	Criminal Justice & Criminology
	Foster, Cerrone	Biological Sciences	Associate	Biological Sciences
	Gomez Sobrino, Isabel	Literature & Language	Associate	Literature & Language
	Harker, Cara	Theatre & Dance	Professor	
	Jost Fritz, Jan	Literature & Language	Associate	Literature & Language
P	Kilaru, Aruna	Biological Sciences	Professor	
	Luffman, Ingrid	Geosciences	Associate	Geosciences
	Mohseni, Reza	Chemistry	Associate	Chemistry
	Osborne, Dustin	Criminal Justice & Criminology	Associate	Criminal Justice & Criminology
	Rogers, Lindsay	Art & Design	Associate	Art & Design
	Stauffer, Tema	Art & Design	Associate	Art & Design
<b>Business and Technology</b>				
	Freeman, Michelle	Accountancy	Associate	Accountancy
PT	Harrison, Dana	Management & Marketing	Associate	Management & Marketing
<b>Clemmer College</b>				
	Barton, Alison	Educ Foundations/Special Educ	Professor	
PT	Bazyler, Caleb	Sport, Exer, Recreation & Kines	Associate	Sport, Exer, Recreation & Kines
	Hale, Kimberly	Educ Foundations/Special Educ	Professor	
	Mims, Pamela	Educ Foundations/Special Educ	Professor	
	Nyarambi, Arnold	Educ Foundations/Special Educ	Professor	
	Rowe, Dawn			Educ Foundations/Special Educ
PT	Smith, Natalie	Sport, Exer, Recreation & Kines	Associate	Sport, Exer, Recreation & Kines
	Tai, Chih-Che	Curriculum & Instruction	Professor	
<b>Clinical and Rehabilitative Health Sciences</b>				
	Cherry, Donna	Social Work	Professor	
	Dye, Heather	Social Work		Social Work
A	Sirmon-Taylor, Bess	Audiology & Speech Lang Path	Professor	Audiology & Speech Lang Path
<b>Medicine</b>				
	Das, Debalina	Internal Medicine	Associate	
	Huffaker, Roland	Obstetrics & Gynecology	Professor	
	Johnson, Kiana	Pediatrics	Associate	
	Justice, Nathaniel	Pediatrics	Associate	
	Rusinol, Antonio	Biomedical Sciences	Professor	
	Schweitzer, John	Pediatrics	Associate	
	Singh, Sanjay	Biomedical Sciences	Associate	
	Thewke, Douglas	Biomedical Sciences	Professor	
	Wilt, Andrew	Pediatrics	Associate	
	Xie, Qian	Biomedical Sciences	Associate	Biomedical Sciences
<b>Nursing</b>				
	Ousley, Lisa	Graduate Nursing	Associate	College of Nursing
	Short, Candice	Graduate Nursing	Associate	College of Nursing
<b>Pharmacy</b>				
	Bossaer, John	Pharmacy Practice	Professor	
	Crowe, Susie	Pharmacy Practice	Associate	
<b>Public Health</b>				
	Liu, Ying	Biostatistics & Epidemiology	Associate	Biostatistics & Epidemiology
PT	Zahner, Matthew	Health Sciences	Associate	Health Sciences

1 - if recommended for promotion; 2 - if recommended for tenure; A - tenure upon appointment; P - recommended for promotion by exception; T - recommended for tenure by exception

ETSU Faculty 2020-21 by Academic Rank								
College	Professor	Associate Professor	Assistant Professor	Instructor	Senior Lecturer	Lecturer	Other	Grand Total
Academic Affairs		1	1					2
Arts and Sciences	103	68	72		19	18		280
Business and Technology	26	29	17	3	3	16		94
Clemmer College	22	24	21	44		4		115
Clinical and Rehabilitative Health Sciences	13	14	36					63
Gatton College of Pharmacy	10	13	7					30
Graduate and Continuing Studies	1	1	1				1	4
Honors	2		1					3
Nursing	3	14	24	11				52
Public Health	10	19	12	3	3	2	6	55
Quillen College of Medicine	71	38	68	2				179
University Libraries	4	2	10					16
<b>Grand Total</b>	<b>265</b>	<b>223</b>	<b>270</b>	<b>63</b>	<b>25</b>	<b>40</b>	<b>7</b>	<b>893</b>

\*Data produced after retirement incentive implemented during budget adjustments in response to COVID19

ETSU Faculty 2020-21 by Academic Rank							
College	Tenure	On Tenure Track	Clinical	Research	Ineligible	Term Contract	Grand Total
Academic Affairs	1	1					2
Arts and Sciences	171	59	1	8	41		280
Business and Technology	50	17	1		26		94
Clemmer College	72	32	6		5		115
Clinical and Rehabilitative Health Sciences	25	12	25	1			63
Gatton College of Pharmacy	10	3	17				30
Graduate and Continuing Studies	2	1				1	4
Honors	2		1				3
Nursing	18	15	19				52
Public Health	27	9	7	6	4	2	55
Quillen College of Medicine	46	3	122	7		1	179
University Libraries	6	3	3	3	1		16
<b>Grand Total</b>	<b>430</b>	<b>155</b>	<b>202</b>	<b>25</b>	<b>77</b>	<b>4</b>	<b>893</b>

\*Data produced after retirement incentive implemented during budget adjustments in response to COVID19

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

ACTION ITEM

DATE: April 23, 2021

ITEM: NAPP for the Establishment of a Master of Science in Orthotics and Prosthetics

COMMITTEE: Academic, Research, and Student Success Committee

RECOMMENDED ACTION: Approve

PRESENTED BY: Wilsie Bishop  
Senior Vice President for Academics and Interim Provost

The New Academic Program Proposal (NAPP) for the Master of Science in Orthotics and Prosthetics is the final step in a series of ETSUBT review protocols necessary to the establishment of a new academic program. This program was approved as a Letter of Notification in September 2019, and has since been reviewed and approved for comprehensive review by THEC following public comment. This comprehensive review included assessment by an external content area expert who provided suggestions for program enhancement that have been integrated into the final proposal. Pending the Board of Trustee's approval, this program will be sent to THEC for final Commission approval. The proposed implementation date for this program is Summer 2022.

**Executive Summary Masters of Science in Orthotics and Prosthetics:**

The College of Clinical and Rehabilitative Health Sciences (CCHRS) proposes to establish a program of study that leads to a Master of Science in Orthotics and Prosthetics (MSOP), which will be housed within the Department of Rehabilitative Sciences. The department's portfolio of programs includes an undergraduate major in Rehabilitative Health Sciences, undergraduate and graduate programs in Nutrition and Dietetics, and a Doctorate of Physical Therapy (DPT). The college recently received ETSU Board of Trustees approval to implement a Doctorate of Occupational Therapy (OTD). The proposed MSOP provides a full complement of physical rehabilitation programs that are offered within our college. This degree would be the first degree of its kind in the state of Tennessee and surrounding Appalachia, and it would be one of the few graduate programs in orthotics and prosthetics (O & P) offered by a public institution in the US. According to the Bureau of Labor Statistics, the need for orthotists and prosthetists in U.S. is projected to grow much faster than average with a 17% increase from 2019 (10,000) to 2029 (11,700). Without more schools graduating more providers, there will be a shortage of qualified workers. Currently, there are only 12 accredited O & P schools in the nation. There are



no accredited O & P schools in Tennessee or within 400 miles of Johnson City, TN. Given the regional and national need, it is critical that more qualified students enter O & P programs to assure access to quality care for individuals with amputations, neuromuscular, and orthopedic impairments.

The MSOP will be 70 credit hours, including didactic and lab coursework and clinical experiences. Highlights of the curriculum include:

- Two academic years
- Six terms 15 students per cohort
- Three full time faculty, one laboratory technician
- Curriculum focused on training clinical practitioners as problem solvers and technology managers

The proposed program will be located one floor below the existing DPT program in Building 2 on the Veteran's Administration Campus. Renovations are expected to begin August 2021 of approximately 14,000 square feet of space to house the developing MSOP and OTD programs. Five-year projections have been calculated with a 3% annual increase where appropriate. Expenses will begin in the planning year with the addition of a program director (started July 2020), equipment, renovations, and other expenses associated with the accreditation process (i.e., consultant pay and travel reimbursement). Tuition and fee revenue will begin in year one pending the implementation of the accreditation process. Institutional reallocations will be necessary for the planning year and the first five years and will come from the College of Clinical and Rehabilitative Health Sciences. There will be no federal grants, private grants, nor gifted funds for the establishment of this program. Enrollment is based on an initial cohort of 15 full-time students. The projected number of graduates is 14, which assumes a 95% retention rate (5% attrition rate) from the first year of the program to the second year.

The specialized health care profession of O & P combines a unique blend of clinical and technical skills needed to care for patients who have neuromuscular and musculoskeletal disorders and/or patients who have a partial or total absence of a limb. The proposed MSOP program meets the State Master Plan to increase the educational attainment levels of Tennesseans by creating a graduate degree program for immediate entry into Tennessee projected labor categories, providing state-of-the-art rehabilitative care and contributing to research needs of health and interdisciplinary service.

Attachments:

New Academic Program Proposal

**MOTION: I move that the Academic, Research and Student Success Committee recommend adoption of the following Resolution by the Board of Trustees:**

**RESOLVED: The New Academic Program Proposal (NAPP) Regarding the Establishment of a Master of Science in Orthotics and Prosthetics, is approved by the Board as outlined in the meeting materials.**




EMILY HOUSE  
*Executive Director*

STATE OF TENNESSEE  
**HIGHER EDUCATION COMMISSION**  
**STUDENT ASSISTANCE CORPORATION**  
312 ROSA L. PARKS AVENUE, 9TH FLOOR  
NASHVILLE, TENNESSEE 37243  
(615) 741-3605

BILL LEE  
*Governor*

TO: Wilsie Bishop  
Senior Vice President for Academics and Interim Provost

FROM: Betty Dandridge Johnson   
Chief Academic Officer

SUBJECT: East Tennessee State University  
Orthotics and Prosthetics, Master of Science (MS)

DATE: March 24, 2021

Pursuant to THEC Academic Policy A1.0 (*New Academic Programs: Approval Process*), THEC staff will support the proposed Orthotics and Prosthetics, Master of Science (MS) program. This proposed program has satisfied all requirements with conducting a site visit and responding satisfactorily to all recommendations and suggestions by the external reviewers.

East Tennessee State University may now seek approval from the Board of Trustees (BOT). Contingent upon approval by the BOT, and a formal request indicating that such approval has been granted, East Tennessee State University may request the Orthotics and Prosthetics, MS program be placed on the Commission's agenda for approval.

cc: Brian Noland  
Emily House  
Bill Flora  
Julie A. Roberts

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

ACTION ITEM

DATE: April 23, 2021

ITEM: NAPP for the Establishment of a Master of Fine Arts in Digital Media

COMMITTEE: Academic, Research, and Student Success Committee

RECOMMENDED ACTION: Approve

PRESENTED BY: Wilsie Bishop  
Senior Vice President for Academics and Interim Provost

The New Academic Program Proposal (NAPP) for the Masters of Fine Arts in Digital Media is the final step in a series of ETSUBT review protocols necessary to the establishment of a new program. This program was approved as a Letter of Notification in April 2019, and has since been reviewed and approved for comprehensive review by THEC following public comment. This comprehensive review included assessment by external content area experts who provided suggestions for program enhancement that have been integrated into the final proposal. Pending the Board of Trustee's approval to move forward, this program will be sent to THEC for final Commission approval. The proposed implementation date for this program is Fall 2021.

**Executive Summary MFA in Digital Media:**

The Digital Media program has been at ETSU since the late 1990s, operating as a stand-alone department since 2017. ETSU has offered a B.S. in Digital Media since 2003 and dual-enrollment classes for high school students since 2018. Adding an MFA degree completes an end-to-end degree pathway for Digital Media from high school to terminal degree. Digital Media means a lot of things. At ETSU, the focus is on Animation, Game Design, Visual Effects, and Visualization. Gaming, which includes the other focus areas, generated \$116B in the US in 2018 eclipsing both box office and television. State-wide and regionally there is growth in the digital media sector with greater Nashville's Digital Hero Games, Traega Games, and BlackBox Realities, and Tri-cities' Untapped Collective and Action VFX. The proposed MFA in Digital Media is an on-ground, 60-credit hour terminal degree. It is the only masters-level degree in its CIP code in the state. The degree can be completed in two to three years with required credit hours encompassing individual work, teamwork, and exploratory work. A small number of elective hours are available across a wide array of disciplines including Media & Communications, Computing, Art & Design, Engineering Technology, among others. This

degree provides advanced preparation for students entering the professional creative class as digital content creators.

Enrollment is projected to level off at approximately 16 students after 4 years. The proposed program will have revenue that exceeds expenditures by the 2nd year. Institutional reallocations required in the planning year and first year of implementation will be funded by the College of Business & Technology and the Department of Digital Media. The proposed program will leverage the existing digital media hardware and software infrastructure available for the undergraduate program and expand it with more capability and specialty items as driven by graduate student research interests. Costs for these will be supported by the Digital Media Department. The program will be housed in the Millennium Center adjacent to the current undergraduate facility. The Digital Media Department is currently in the process of hiring two new faculty members to help with the undergraduate program and assist the launching the MFA.

The proposed degree has been included in the self-study for the National Association of Schools of Art & Design (NASAD) requesting initial program accreditation. ETSU's spring 2021 site visit was postponed to the spring of 2022, this is still pending at this time.

Attachments:

New Academic Program Proposal

**MOTION: I move that the Academic, Research and Student Success Committee recommend adoption of the following Resolution by the Board of Trustees:**

**RESOLVED: The New Academic Program Proposal (NAPP) Regarding the Establishment of a Masters of Fine Arts in Digital Media, is approved by the Board as outlined in the meeting materials.**



EMILY HOUSE  
*Executive Director*

BILL LEE  
*Governor*

STATE OF TENNESSEE  
**HIGHER EDUCATION COMMISSION**  
**STUDENT ASSISTANCE CORPORATION**  
312 ROSA L. PARKS AVENUE, 9TH FLOOR  
NASHVILLE, TENNESSEE 37243  
(615) 741-3605

TO: Wilsie Bishop  
Senior Vice President for Academics and Interim Provost

FROM: Betty Dandridge Johnson   
Chief Academic Officer

SUBJECT: East Tennessee State University  
Digital Media, Master of Fine Art (MFA)

DATE: February 26, 2021

Pursuant to THEC Academic Policy A1.0 (*New Academic Programs: Approval Process*), THEC staff will support the proposed Digital Media, MFA program. This proposed program has satisfied all requirements with conducting a site visit and responding satisfactorily to all recommendations and suggestions by the external reviewers.

East Tennessee State University may now seek approval from the Board of Trustees (BOT). Contingent upon approval by the BOT, and a formal request indicating that such approval has been granted, ETSU may request the Digital Media, MFA program be placed on the Commission's agenda for approval.

cc: Brian Noland  
Emily House  
William Flora  
Julie A. Roberts

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

ACTION ITEM

DATE: April 23, 2021

ITEM: Academic Calendars for 2023-2024, 2024-2025,  
and 2025-2026

COMMITTEE: Academic, Research, and Student Success Committee

RECOMMENDED ACTION: Approve

PRESENTED BY: Wilsie Bishop  
Senior Vice President for Academics and Interim Provost

ETSU develops its academic calendar in accordance with Federal Regulation (CFR) 34 Section 600.2 (July 1, 2011), which mandates accredited institutions comply with the established definition of a credit hour.

- ETSU offers 15-week fall and spring semester terms and a 13-week summer term.
- Dates related to registration, drop/add, and withdrawal shall be included in the academic calendar.
- Holidays and breaks are scheduled so that hours of instructional time are not affected.
- Final examinations are scheduled at the conclusion of the instructional time and noted in the academic calendar. Summer and alternative terms do not include a designated week for finals.
- ETSU may include alternate term formats compliant with federal regulations and equivalent in terms of student outcomes and competencies within the fall and spring semesters or the summer term. The university considers calendar conflicts and federal financial aid requirements when developing alternate terms.
- Fall and spring commencement ceremonies are identified.

As outlined in ETSU's Academic Calendar policy, the Registrar's Office develops the Academic Calendars, which are projected for at least three years. The attached Academic Calendars for 2023-2024, 2024-2025, and 2025-2026 have been recommended by the Academic Council and approved by the president.

**Attachments:**

- Academic Calendars
- President Approval

**MOTION: I move that the Academic, Research, and Student Success Committee recommend adoption of the following Resolution by the Board of Trustees:**

**RESOLVED: The Academic Calendars for 2023-2024, 2024-2025, and 2025-2026 are approved by the Board as outlined in the meeting materials. The Registrar is directed to post the calendars per established procedure.**

# MEMORANDUM

**TO:** Dr. Brian Noland, President

**FROM:** Wilsie S. Bishop, Sr. Vice President for Academics and Interim Provost – representing Academic Council

**DATE:** March 26, 2021

**SUBJECT** Special Item Passed for Approval

---

At the March 25, 2021 meeting of the Academic Council, the following item was reviewed and passed by the Council. This item is now being submitted for your review and response documentation. Please initial beside the item to signify that you approve or decline and provide your signature below. If you have any questions about the item submitted, I am available for discussion or clarification.

Approve    Decline

\_\_\_\_\_

\_\_\_\_\_

• **Academic Calendars for 2023-2024, 2024-2025, 2025-2026**



\_\_\_\_\_  
Brian E. Noland, President

**Upon signing, please forward to the Chief of Staff, who will return a copy to the submitting individual, office, or committee**



December 7, 2020 Verified	Fall 23						Spring 24						Summer 24						
	Full Term	First 5	Middle 5	Last 5	First 7	Second 7	Full Term	First 5	Middle 5	Last 5	First 7	Second 7	Pre-Summer	Pre-Summer+1	Complete	Session I	Dual Session	Session II	
	15 Weeks (1)	5 Weeks (FA)	5 Weeks(FB)	5 Weeks(FC)	7 Weeks (FD)	7 Weeks (FE)	15 Weeks(1)	5 Weeks (FA)	5 Weeks(FB)	5 Weeks(FC)	7 Weeks (FD)	7 Weeks (FE)	3 Weeks(A)	8 Weeks(B)	13 Weeks(C)	5 Weeks(D)	10 Weeks(E)	5 Weeks(F)	
Registration begins	Apr 3, 23 M	Apr 3, 23 M	Apr 3, 23 M	Apr 3, 23 M	Apr 3, 23 M	Apr 3, 23 M	Nov 6, 23 M	Nov 6, 23 M	Nov 6, 23 M	Nov 6, 23 M	Nov 6, 23 M	Nov 6, 23 M	Apr 1, 24 M	Apr 1, 24 M	Apr 1, 24 M	Apr 1, 24 M	Apr 1, 24 M	Apr 1, 24 M	
Classes begin	Aug 28, 23 M	Aug 28, 23 M	Oct 2, 23 M	Nov 6, 23 M	Aug 28, 23 M	Oct 23, 23 M	Jan 16, 24 T	Jan 16, 24 T	Feb 19, 24 M	Mar 25, 24 M	Jan 16, 24 T	Mar 4, 24 M	May 13, 24 M	May 13, 24 M	May 13, 24 M	June 3, 24 M	June 3, 24 M	July 8, 24 M	
Last day to add a class w/o permit	Sep 3, 23 SU	Aug 30, 23 W	Oct 4, 23 W	Nov 8, 23 W	Sept 1, 23 F	Oct 27, 23 F	Jan 22, 24 M	Jan 18, 24 R	Feb 21, 24 W	Mar 27, 24 W	Jan 20, 24 S	Mar 8, 24 F	May 14, 24 T	May 16, 24 R	May 19, 24 SU	June 5, 24 W	June 7, 24 F	July 10, 24 W	
Last day to add w/o dean	Sept 10, 23 SU	Sept 1, 23 F	Oct 6, 23 F	Nov 10, 23 F	Sept 3, 23 SU	Oct 29, 23 SU	Jan 29, 24 M	Jan 20, 24 S	Feb 23, 24 F	Mar 29, 24 F	Jan 22, 24 M	Mar 10, 24 SU	May 15, 24 W	May 20, 24 M	May 24, 24 F	June 7, 24 F	June 12, 24 W	July 12, 24 F	
Census	Sept 10, 23 SU	Sept 3, 23 SU	Oct 8, 23 SU	Nov 12, 23 SU	Sept 10, 23 SU	Nov 5, 23 SU	Jan 29, 24 M	Jan 22, 24 M	Feb 25, 24 SU	Mar 31, 24 SU	Jan 29, 24 M	Mar 17, 24 SU	May 19, 24 SU	May 26, 24 SU	May 26, 24 SU	June 9, 24 SU	June 16, 24 SU	July 14, 24 SU	
Last day to drop w/o "W"	Sept 10, 23 SU	Sept 3, 23 SU	Oct 8, 23 SU	Nov 12, 23 SU	Sept 10, 23 SU	Nov 5, 23 SU	Jan 29, 24 M	Jan 22, 24 M	Feb 25, 24 SU	Mar 31, 24 SU	Jan 29, 24 M	Mar 17, 24 SU	May 19, 24 SU	May 26, 24 SU	May 26, 24 SU	June 9, 24 SU	June 16, 24 SU	July 14, 24 SU	
Last day to drop class w/o dean	Oct 16, 23 M	Sept 17, 23 SU	Oct 22, 23 SU	Nov 26, 23 SU	Oct 1, 23 SU	Nov 26, 23 SU	Mar 5, 24 T	Feb 5, 24 M	Mar 10, 24 SU	Apr 14, 24 SU	Feb 19, 24 M	Apr 7, 24 SU	May 23, 24 R	June 14, 24 F	June 14, 24 F	June 23, 24 SU	July 1, 24 M	July 28, 24 SU	
Last day to withdraw-university	Dec 6, 23 W	Sept 27, 23 W	Nov 1, 23 W	Dec 6, 23 W	Oct 11, 23 W	Dec 6, 23 W	Apr 24, 24 W	Feb 14, 24 W	Mar 20, 24 W	Apr 24, 24 W	Feb 28, 24 W	Apr 24, 24 W	May 29, 24 W	July 3, 24 W	Aug 7, 24 W	July 3, 24 W	Aug 7, 24 W	Aug 7, 24 W	
Last day of classes	Dec 8, 23 F	Sept 29, 23 F	Nov 3, 23 F	Dec 8, 23 F	Oct 13, 23 F	Dec 8, 23 F	Apr 26, 24 F	Feb 16, 24 F	Mar 22, 24 F	Apr 26, 24 F	Mar 1, 24 F	Apr 26, 24 F	May 31, 24 F	July 5, 24 F	Aug 9, 24 F	July 5, 24 F	Aug 9, 24 F	Aug 9, 24 F	
Final Exams	Dec 9-14, 23 S-R						Apr 27-May 2, 24 S-R												
Commencement	Dec 16, 23 S	Dec 16, 23 S	Dec 16, 23 S	Dec 16, 23 S	Dec 16, 23 S	Dec 16, 23 S	May 4, 24 S	May 4, 24 S	May 4, 24 S	May 4, 24 S	May 4, 24 S	May 4, 24 S							
Class Holidays																			
Martin Luther King Jr. Day							Jan 15, 24 M												
Labor Day	Sept 4, 23 M																		
Fall Break	Oct 16-17, 23 M-T																		
Veterans Day (Administrative Offices Closed)	Nov 10, 23 F																		
Thanksgiving Holiday (Administrative Offices Closed)	Nov 22, 23 W																		
	Nov 23, 23 R																		
	Nov 24, 23 F																		
Spring Break including St. Patrick's Day (Administrative Offices Closed)							Mar 11-17, 24 M-SU												
							Mar 29, 24 F												
Memorial Day													May 27, 24 M						
Independence Day (Administrative Offices Closed)													Jul 4, 24 R						

January 5, 2020 working	Fall 24						Spring 25						Summer 25						
	Full Term	First 5	Middle 5	Last 5	First 7	Second 7	Full Term	First 5	Middle 5	Last 5	First 7	Second 7	Pre-Summer	Pre-Summer+1	Complete	Session I	Dual Session	Session II	
	15 Weeks (1)	5 Weeks (FA)	5 Weeks(FB)	5 Weeks(FC)	7 Weeks (FD)	7 Weeks (FE)	15 Weeks(1)	5 Weeks (FA)	5 Weeks(FB)	5 Weeks(FC)	7 Weeks (FD)	7 Weeks (FE)	3 Weeks(A)	8 Weeks(B)	13 Weeks(C)	5 Weeks(D)	10 Weeks(E)	5 Weeks(F)	
Registration begins	Apr 1, 24 M	Apr 1, 24 M	Apr 1, 24 M	Apr 1, 24 M	Apr 1, 24 M	Apr 1, 24 M	Nov 4, 24 M	Nov 4, 24 M	Nov 4, 24 M	Nov 4, 24 M	Nov 4, 24 M	Nov 4, 24 M	Apr 7, 25 M	Apr 7, 25 M	Apr 7, 25 M	Apr 7, 25 M	Apr 7, 25 M	Apr 7, 25 M	
Classes begin	Aug 26, 24 M	Aug 26, 24 M	Sept 30, 24 M	Nov 4, 24 M	Aug 26, 24 M	Oct 21, 24 M	Jan 21, 25 T	Jan 21, 25 T	Feb 24, 25 M	Mar 31, 25 M	Jan 21, 25 T	Mar 10, 25 M	May 19, 25 M	May 19, 25 M	May 19, 25 M	June 9, 25 M	June 9, 25 M	July 14, 25 M	
Last day to add a class w/o permit	Sept 1, 24 M	Aug 28, 24 W	Oct 2, 24 W	Nov 6, 24 W	Aug 30, 24 F	Oct 25, 24 F	Jan 27, 25 M	Jan 23, 25 R	Feb 26, 25 W	Apr 2, 25 W	Jan 25, 25 S	Mar 14, 25 F	May 20, 25 T	May 22, 25 R	May 25, 25 SU	June 11, 25 W	June 13, 25 F	July 16, 25 W	
Last day to add w/o dean	Sept 8, 24 SU	Aug 30, 24 F	Oct 4, 24 F	Nov 8, 24 F	Sept 1, 24 SU	Oct 27, 24 SU	Feb 3, 25 M	Jan 25, 25 S	Feb 28, 25 F	Apr 4, 25 F	Jan 27, 25 M	Mar16, 25 SU	May 21, 25 W	May 26, 25 M	May 30, 25 F	June 13, 25 F	June 18, 25 W	July 18, 25 F	
Census	Sept 8, 24 SU	Sept 1, 24 SU	Oct 6, 24 SU	Nov 10, 24 SU	Sept 8, 24 SU	Nov 3, 24 SU	Feb 3, 25 M	Jan 27, 25 M	Mar 2, 25 SU	Apr 6, 25 SU	Feb 3, 25 M	Mar 23, 25 SU	May 25, 25 SU	June 1, 25 SU	June 1, 25 SU	June 15, 25 SU	June 22, 25 SU	July 20, 25 SU	
Last day to drop w/o "W"	Sept 8, 24 SU	Sept 1, 24 SU	Oct 6, 24 SU	Nov 10, 24 SU	Sept 8, 24 SU	Nov 3, 24 SU	Feb 3, 25 M	Jan 27, 25 M	Mar 2, 25 SU	Apr 6, 25 SU	Feb 3, 25 M	Mar 23, 25 SU	May 25, 25 SU	June 1, 25 SU	June 1, 25 SU	June 15, 25 SU	June 22, 25 SU	July 20, 25 SU	
Last day to drop class w/o dean	Oct 14, 24 M	Sept 15, 24 SU	Oct 20, 24 SU	Nov 24, 24 SU	Sept 29, 24 SU	Nov 24, 24 SU	Mar 11, 25 T	Feb 10, 25 M	Mar 16, 25 SU	Apr 20, 25 SU	Feb 24, 25 M	Apr 13, 25 SU	May 29, 25 R	June 20, 25 F	June 20, 25 F	June 29, 25 SU	July 7, 25 M	Aug 3, 25 SU	
Last day to withdraw-university	Dec 4, 24 M	Sept 25, 24 W	Oct 30, 24 W	Dec 4, 24 W	Oct 9, 24 W	Dec 4, 24 W	Apr 30, 25 W	Feb 19, 25 W	Mar 26, 25 W	Apr 30, 25 W	Mar 5, 25 W	Apr 30, 25 W	June 4, 25 W	July 9, 25 W	Aug 13, 25 W	July 9, 25 W	Aug 13, 25 W	Aug 13, 25 W	
Last day of classes	Dec 6, 24 F	Sept 27, 24 F	Nov 1, 24 F	Dec 6, 24 F	Oct 11, 24 F	Dec 6, 24 F	May 2, 25 F	Feb 21, 25 F	Mar 28, 25 F	May 2, 25 F	Mar 7, 25 F	May 2, 25 F	June 6, 25 F	July 11, 25 F	Aug 15, 25 F	July 11, 25 F	Aug 15, 25 F	Aug 15, 25 F	
Final Exams	Dec 7-12, 24 S-R						May 3-May 8, 25 S-R												
Commencement	Dec 14, 24 S	Dec 14, 24 S	Dec 14, 24 S	Dec 14, 24 S	Dec 14, 24 S	Dec 14, 24 S	May 10, 25 S	May 10, 25 S	May 10, 25 S	May 10, 25 S	May 10, 25 S	May 10, 25 S							
Class Holidays																			
Martin Luther King Jr. Day							Jan 20, 25 M												
Labor Day	Sept 2, 24 M																		
Fall Break	Oct 14-15, 24 M-T																		
Veterans Day (Administrative Offices Closed)	Nov 11, 24 M																		
Thanksgiving Holiday (Administrative Offices Closed)	Nov 27, 24 W																		
	Nov 28, 24 R																		
	Nov 29, 24 F																		
Spring Break including St. Patrick's Day (Administrative Offices Closed)							Mar 17-23, 25 M-SU												
							Apr 18, 25 F												
Memorial Day													May 26, 25 M						
Independence Day (Administrative Offices Closed)													Jul 4, 25 F						

January 11, 2021 Working	Fall 25						Spring 26						Summer 26						
	Full Term	First 5	Middle 5	Last 5	First 7	Second 7	Full Term	First 5	Middle 5	Last 5	First 7	Second 7	Pre-Summer	Pre-Summer+1	Complete	Session I	Dual Session	Session II	
	15 Weeks (1)	5 Weeks (FA)	5 Weeks(FB)	5 Weeks(FC)	7 Weeks (FD)	7 Weeks (FE)	15 Weeks(1)	5 Weeks (FA)	5 Weeks(FB)	5 Weeks(FC)	7 Weeks (FD)	7 Weeks (FE)	3 Weeks(A)	8 Weeks(B)	13 Weeks(C)	5 Weeks(D)	10 Weeks(E)	5 Weeks(F)	
Registration begins	Apr 7, 25 M	Apr 7, 25 M	Apr 7, 25 M	Apr 7, 25 M	Apr 7, 25 M	Apr 7, 25 M	Nov 3, 25 M	Nov 3, 25 M	Nov 3, 25 M	Nov 3, 25 M	Nov 3, 25 M	Nov 3, 25 M	Apr 6, 26 M	Apr 6, 26 M	Apr 6, 26 M	Apr 6, 26 M	Apr 6, 26 M	Apr 6, 26 M	
Classes begin	Aug 25, 25 M	Aug 25, 25 M	Sept 29, 25 M	Nov 3, 25 M	Aug 25, 25 M	Oct 20, 25 M	Jan 20, 26 T	Jan 20, 26 T	Feb 23, 26 M	Mar 30, 26 M	Jan 20, 26 T	Mar 9, 26 M	May 18, 26 M	May 18, 26 M	May 18, 26 M	June 8, 26 M	June 8, 26 M	July 13, 26 M	
Last day to add a class w/o permit	Aug 31, 25 M	Aug 27, 25 W	Oct 1, 25 W	Nov 5, 25 W	Aug 29, 25 F	Oct 24, 25 F	Jan 26, 26 M	Jan 22 26 R	Feb 25, 26 W	Apr 1, 26 W	Jan 24, 26 S	Mar 13, 26 F	May 19, 26 T	May 21, 26 R	May 24, 26 SU	June 10, 26 W	June 12, 26 F	July 15, 26 W	
Last day to add w/o dean	Sept 7, 25 SU	Aug 29, 25 F	Oct 3, 25 F	Nov 7, 25 F	Aug 31, 25 SU	Oct 26, 25 SU	Feb 2, 26 M	Jan 24, 26 S	Feb 27, 26 F	Apr 3, 26 F	Jan 26, 26 M	Mar 15, 26 SU	May 20, 26 W	May 25, 26 M	May 29, 26 F	June 12, 26 F	June 17, 26 W	July 17, 26 F	
Census	Sept 7, 25 SU	Aug 31, 25 SU	Oct 5, 25 SU	Nov 9, 25 SU	Sept 7, 25 SU	Nov 2, 25 SU	Feb 2, 26 M	Jan 26, 26 M	Mar 1, 26 SU	Apr 5, 26 SU	Feb 2, 26 M	Mar 22, 26 SU	May 24, 26 SU	May 31, 26 SU	May 31, 26 SU	June 14, 26 SU	June 21, 26 SU	July 19, 26 SU	
Last day to drop w/o "W"	Sept 7, 25 SU	Aug 31, 25 SU	Oct 5, 25 SU	Nov 9, 25 SU	Sept 7, 25 SU	Nov 2, 25 SU	Feb 2, 26 M	Jan 26, 26 M	Mar 1, 26 SU	Apr 5, 26 SU	Feb 2, 26 M	Mar 22, 26 SU	May 24, 26 SU	May 31, 26 SU	May 31, 26 SU	June 14, 26 SU	June 21, 26 SU	July 19, 26 SU	
Last day to drop class w/o dean	Oct 13, 25 M	Sept 14, 25 SU	Oct 19, 25 SU	Nov 23, 25 SU	Sept 28, 25 SU	Nov 23, 25 SU	Mar 10, 26 T	Feb 9, 26 M	Mar 15, 26 SU	Apr 19, 26 SU	Feb 23, 26 M	Apr 12, 26 SU	May 28, 26 R	June 19, 26 F	June 19, 26 F	June 28, 26 SU	July 6, 26 M	Aug 2, 26 SU	
Last day to withdraw-university	Dec 3, 25 W	Sept 24, 25 W	Oct 29, 25 W	Dec 3, 25 W	Oct 8, 25 W	Dec 3, 25 W	Apr 29, 26 W	Feb 18, 26 W	Mar 25, 26 W	Apr 29, 26 W	Mar 4, 26 W	Apr 29, 26 W	June 3 26 W	July 8, 26 W	Aug 12, 26 W	July 8, 26 W	Aug 12, 26 W	Aug 12, 26 W	
Last day of classes	Dec 5, 25 F	Sept 26, 25 F	Oct 31, 25 F	Dec 5, 25 F	Oct 10, 25 F	Dec 5, 25 F	May 1, 26 F	Feb 20, 26 F	Mar 27, 26 F	May 1, 26 F	Mar 6, 26 F	May 1, 26 F	June 5, 26 F	July 10, 26 F	Aug 14, 26 F	July 10, 26 F	Aug 14, 26 F	Aug 14, 26 F	
Final Exams	Dec 6-11, 25 S-R						May 2-May 7, 26 S-R												
Commencement	Dec 13, 25 S	Dec 13, 25 S	Dec 13, 25 S	Dec 13, 25 S	Dec 13, 25 S	Dec 13, 25 S	May 9, 26 S	May 9, 26 S	May 9, 26 S	May 9, 26 S	May 9, 26 S	May 9, 26 S							
Class Holidays																			
Martin Luther King Jr. Day							Jan 19, 26 M												
Labor Day	Sept 1, 25 M																		
Fall Break	Oct 13-14, 25 M-T																		
Veterans Day (Administrative Offices Closed)	Nov 11, 25 T																		
Thanksgiving Holiday (Administrative Offices Closed)	Nov 26, 25 W																		
	Nov 27, 25 R																		
	Nov 28, 25 F																		
Spring Break including St. Patrick's Day (Administrative Offices Closed)							Mar 16-22, 26 M-SU												
							Apr 3, 26 F												
Memorial Day													May 25, 26 M						
Independence Day (Administrative Offices Closed)													Jul 3, 26 F						

EAST TENNESSEE STATE UNIVERSITY  
ACTION ITEM

DATE: April 23, 2021

ITEM: Approval of Spring Estimated and July Proposed Budgets

COMMITTEE: Finance and Administration Committee

RECOMMENDED ACTION: Approve

PRESENTED BY: B.J. King  
Chief Financial Officer

In compliance with Tennessee Code Annotated 49-8-203 (a) (10 (C) ETSU policy Budget Control requires three budgets be prepared each year and submitted to the Board of Trustees for approval. The university prepares budgets for the one formula funded unit (Main Campus), two non-formula units (College of Medicine and Family Medicine) and one self-funded unit (College of Pharmacy). The three budgets prepared each year are:

- 1) the proposed budget to fund the fiscal year beginning July 1;
- 2) the revised fall budget that is prepared after the fall enrollment cycle and financial statement preparation for the prior fiscal year; and
- 3) the estimated spring budget that is submitted at the same time as the proposed budget for the next fiscal year.

The Board will consider the 2020-21 spring estimated budgets and the July 2021-22 proposed budgets for the one formula funded unit, two non-formula units and one self-funded unit. In meetings held during the last year, the Board approved the 2020-21 July proposed and October revised budgets. The proposed budgets for the new fiscal year are based on the estimates for revenue and expenditures known at the time the budget is prepared. Details of these budgets are outlined below.

**MOTION: I move that the Finance and Administration Committee recommend adoption of the following resolution by the Board of Trustees:**

**RESOLVED: The estimated Spring 2020-21 and proposed July 2021-22 budgets that incorporate the previously approved salary pool by the committee are approved as presented in the meeting materials contingent on the approval of the Governor's budget and THEC binding tuition limit.**

## Main Campus Budget

	Actual 19-20	<b>Orig. 2020-21</b>	Oct. Revised	Est. Spring	<b>July Proposed</b>	<b>F21 to FY22</b>
Revenue	\$ 271,916,374	<b>\$ 275,648,500</b>	\$ 261,939,800	\$ 260,314,800	<b>\$ 271,968,800</b>	<b>(\$ 3,679,700)</b>

### Expenditures and Transfers

Instruction	\$ 103,981,613	<b>\$ 111,005,000</b>	\$ 119,143,600	\$ 119,010,500	<b>\$ 111,077,600</b>	<b>\$ 72,600</b>
Research	2,369,939	<b>2,888,600</b>	6,469,000	6,381,600	<b>4,038,600</b>	<b>1,150,000</b>
Public Service	2,769,662	<b>2,742,200</b>	3,042,600	2,791,400	<b>2,781,300</b>	<b>39,100</b>
Academic Support	23,062,777	<b>25,094,500</b>	26,909,900	26,940,900	<b>24,667,200</b>	<b>(427,300)</b>
Student Services	25,259,002	<b>27,712,100</b>	25,266,300	26,795,700	<b>25,178,400</b>	<b>(2,533,700)</b>
Institutional Support	16,315,906	<b>17,494,300</b>	20,912,200	21,307,700	<b>18,559,000</b>	<b>1,064,700</b>
Facilities	15,884,989	<b>17,807,100</b>	18,070,700	18,143,600	<b>17,958,000</b>	<b>150,900</b>
Scholarships	33,906,825	<b>36,138,100</b>	35,465,400	35,554,000	<b>35,340,500</b>	<b>(797,600)</b>
Total before transfers	223,550,713	<b>240,881,900</b>	255,279,700	256,925,400	<b>239,600,600</b>	<b>(1,281,300)</b>
Debt Service	5,025,933	<b>4,845,500</b>	6,020,600	6,020,600	<b>5,861,900</b>	<b>1,016,400</b>
Non-Mandatory Transfers	11,018,351	<b>4,581,800</b>	4,059,800	2,474,000	<b>3,123,400</b>	<b>(1,458,400)</b>
Auxiliaries Exp & Tnfrs	24,666,185	<b>25,186,400</b>	18,697,300	18,196,900	<b>23,178,800</b>	<b>(2,007,600)</b>
Total	\$ 264,261,182	<b>\$ 275,495,600</b>	\$ 284,057,400	\$ 283,616,900	<b>\$ 271,764,700</b>	<b>(\$ 3,730,900)</b>

### FT Unrestricted and Auxiliary Positions

	<b>Orig. 20-21</b>	Oct. Revised	<b>July Proposed</b>	<b>F21 to F22</b>
Faculty	<b>722</b>	705	<b>711</b>	<b>(11)</b>
Administration	<b>46</b>	43	<b>40</b>	<b>(6)</b>
Maint/Tech/Support	<b>482</b>	475	<b>473</b>	<b>(9)</b>
Professional Support	<b>532</b>	519	<b>525</b>	<b>(7)</b>
Sub Total	<b>1,782</b>	1,742	<b>1,749</b>	<b>(33)</b>
Auxiliaries	<b>43</b>	44	<b>44</b>	<b>1</b>
Total	<b>1,825</b>	1,786	<b>1,793</b>	<b>(32)</b>

**Comparative Benefits Eligible Employees, October Budgets**

	<b>Faculty</b>		<b>Administrative</b>		<b>Maint/Tech Support</b>		<b>Professional Support</b>	
UTK	1,569	35%	339	8%	1,528	35%	970	22%
UTM	298	41%	63	9%	257	36%	98	14%
UTC	523	41%	148	12%	326	25%	277	22%
APSU	402	42%	38	4%	238	25%	279	29%
ETSU	705	41%	43	2%	475	27%	519	30%
MTSU	1,012	45%	65	3%	486	22%	655	30%
TSU	411	40%	58	6%	243	24%	303	30%
TTU	452	42%	33	3%	297	28%	284	27%
UM	1,091	42%	60	2%	713	27%	746	29%
Average		41%		5%		28%		26%
ETSU July	711	41%	40	2%	473	27%	525	30%

### Quillen College of Medicine Budget

	Actual 19-20	Orig. 20-21	Oct. Revised	Est. Spring	July Proposed	F21 to F22
Revenue	\$ 60,722,803	<b>\$ 64,576,000</b>	\$ 62,400,600	\$ 62,574,800	<b>\$ 66,740,400</b>	<b>\$2,164,400</b>
<u>Expenditures and Transfers</u>						
Instruction	\$ 38,858,495	<b>\$ 47,245,100</b>	\$ 46,151,700	\$ 46,151,600	<b>\$ 47,075,200</b>	(\$169,900)
Research	1,887,708	<b>3,730,300</b>	4,543,000	4,543,100	<b>3,965,900</b>	235,600
Academic Support	6,127,027	<b>7,041,100</b>	7,342,800	7,342,800	<b>7,682,700</b>	641,600
Student Services	1,551,125	<b>1,873,300</b>	1,979,100	2,014,100	<b>1,679,900</b>	(193,400)
Institutional Support	2,906,457	<b>3,142,400</b>	3,384,400	3,514,800	<b>3,496,200</b>	353,800
Facilities	4,580,735	<b>6,801,200</b>	6,875,400	6,923,100	<b>6,799,100</b>	(2,100)
Scholarships	250,000	<b>260,000</b>	260,000	260,000	<b>260,000</b>	-
Total before transfers	56,161,547	<b>70,093,400</b>	70,536,400	70,749,500	<b>70,959,000</b>	865,600
Debt Service	84,615	<b>88,000</b>	142,100	105,000	<b>105,000</b>	17,000
Non-Mandatory Transfers	5,953,117	<b>(5,702,500)</b>	(5,800,400)	(5,801,300)	<b>(4,379,300)</b>	1,323,200
Total	\$ 62,199,279	<b>\$ 64,478,900</b>	\$ 64,878,100	\$ 65,053,200	<b>\$ 66,684,700</b>	<b>\$2,205,800</b>

FT Unrestricted and Auxiliary Positions	Orig. 20-21	Oct. Revised	July Proposed	F21 to F22
Faculty	157	157	158	1
Administration	7	7	7	-
Maint/Tech/Support	111	110	110	(1)
Professional Support	88	89	88	-
Total	<b>363</b>	363	<b>363</b>	-

## Family Medicine Budget

	Actual 19-20	<b>Orig. 20-21</b>	Oct. Revised	Est. Spring	<b>July Proposed</b>	<b>F21 to F22</b>
<b>Revenue</b>	\$ 17,461,100	<b>\$ 17,550,700</b>	\$ 17,647,200	\$ 17,979,000	<b>\$ 18,191,400</b>	<b>\$ 640,700</b>
<b><u>Expenditures and Transfers</u></b>						
Instruction	\$ 11,768,511	<b>\$ 12,018,000</b>	\$ 12,140,200	\$ 12,459,400	<b>\$ 12,298,300</b>	<b>\$ 280,300</b>
Research	293,378	<b>260,400</b>	260,600	219,200	<b>286,400</b>	<b>26,000</b>
Academic Support	3,703,341	<b>3,788,500</b>	3,840,500	3,829,900	<b>3,882,300</b>	<b>93,800</b>
Institutional Support	1,786,236	<b>1,650,900</b>	1,714,100	1,750,800	<b>1,627,300</b>	<b>(23,600)</b>
Facilities	332,031	<b>387,900</b>	429,400	442,400	<b>499,200</b>	<b>111,300</b>
Total before transfers	17,883,497	<b>18,105,700</b>	18,384,800	18,701,700	<b>18,593,500</b>	<b>487,800</b>
Non-Mandatory transfers	(433,557)	<b>(575,000)</b>	(575,000)	(575,000)	<b>(397,000)</b>	<b>178,000</b>
<b>Total</b>	<b>\$ 17,449,940</b>	<b>\$ 17,530,700</b>	\$ 17,809,800	\$ 18,126,700	<b>\$ 18,196,500</b>	<b>\$ 665,800</b>

FT Unrestricted and Auxiliary Positions	<b>Orig. 19-20</b>	Oct. Revised	<b>July Proposed</b>	<b>F21 to F22</b>
Faculty	<b>32</b>	35	<b>35</b>	<b>3</b>
Administration	-	-	-	-
Maint/Tech/Support	<b>52</b>	51	<b>51</b>	<b>(1)</b>
Professional Support	<b>29</b>	30	<b>30</b>	<b>1</b>
<b>Total</b>	<b>113</b>	116	<b>116</b>	<b>3</b>



## Gatton College of Pharmacy Budget

	Actual 19-20	Orig. 20-21	Oct. Revised	Est. Spring	July Proposed	F21 to F22
<b>Revenue</b>	\$ 11,535,823	<b>\$ 11,039,400</b>	\$ 10,690,700	\$ 10,581,100	<b>\$ 9,610,800</b>	<b>(\$1,428,600)</b>
<b><u>Expenditures and Transfers</u></b>						
Instruction	\$ 6,762,178	<b>\$ 7,146,300</b>	\$ 8,103,600	\$ 7,918,800	<b>\$ 6,538,200</b>	<b>(\$608,100)</b>
Research	190,665	<b>108,100</b>	320,900	468,700	<b>112,500</b>	<b>4,400</b>
Academic Support	1,295,508	<b>1,311,700</b>	1,500,000	1,455,400	<b>1,181,500</b>	<b>(130,200)</b>
Student Services	599,697	<b>661,500</b>	747,700	735,600	<b>655,800</b>	<b>(5,700)</b>
Institutional Support	573,462	<b>595,700</b>	661,900	654,600	<b>566,300</b>	<b>(29,400)</b>
Facilities	467,500	<b>494,500</b>	564,200	556,300	<b>341,700</b>	<b>(152,800)</b>
Scholarships	589,033	<b>416,000</b>	416,000	416,000	<b>13,000</b>	<b>(403,000)</b>
Total before transfers	10,478,043	<b>10,733,800</b>	12,314,300	12,205,400	<b>9,409,000</b>	<b>(1,324,800)</b>
Debt Service	661,000	<b>661,000</b>	677,000	676,700	<b>675,000</b>	<b>14,000</b>
Non-Mandatory Transfers	35,865	<b>(355,400)</b>	(450,800)	(451,200)	<b>(473,200)</b>	<b>(117,800)</b>
<b>Total</b>	<b>\$ 11,174,908</b>	<b>\$ 11,039,400</b>	<b>\$ 12,540,500</b>	<b>\$ 12,430,900</b>	<b>\$ 9,610,800</b>	<b>(\$1,428,600)</b>

FT Unrestricted and Auxiliary Positions	Orig. 20-21	Oct. Revised	July Proposed	F21 to F22
Faculty	<b>34</b>	35	<b>35</b>	<b>1</b>
Administration	<b>1</b>	1	<b>1</b>	-
Maint/Tech/Support	<b>14</b>	14	<b>14</b>	-
Professional Support	<b>15</b>	15	<b>15</b>	-
<b>Total</b>	<b>64</b>	65	<b>65</b>	<b>1</b>

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

ACTION ITEM

DATE: April 23, 2021

ITEM: Rule on Student Immunization Requirements

RECOMMENDED ACTION: Approve (ROLL CALL VOTE)

PRESENTED BY: Mark Fulks  
University Counsel

Pursuant to the Jacob Nunley Act (TCA 49-7-124), ETSU is required to promulgate a rule on the immunization requirements for students.

The ETSU Student Immunization Requirements Rule specifies the immunizations students are required to obtain prior to enrollment at ETSU, the immunizations required if a student elects to live in on-campus housing, the acceptable forms of proof of immunization, and exceptions to the immunization requirements.

The Office of University Counsel conducted a public rulemaking hearing on Tuesday, April 8, 2021 via Zoom pursuant to TCA 4-5-202. As required, the rule was posted on the Secretary of State website and on the ETSU University Counsel website starting February 21, 2021. Members of the public had the option to submit their questions or comments via email prior to the meeting or to join the Zoom meeting.

University Counsel presented a summary of the rule at the public hearing. No questions or comments were received via email prior to or during the hearing.

**MOTION: I move that the Board of Trustees adopt the resolution, approving the rule as outlined in the meeting materials.**

**RESOLVED: The Board of Trustees adopts the Student Immunization Requirements Rule advancing the rule in the rulemaking process.**

**Department of State  
Division of Publications**

312 Rosa L. Parks Ave., 8th Floor, Snodgrass/TN Tower  
Nashville, TN 37243  
Phone: 615-741-2650  
Email: [publications.information@tn.gov](mailto:publications.information@tn.gov)

**For Department of State Use Only**

Sequence Number: 02-12-21  
Notice ID(s): 3244  
File Date: 2/11/2021

# Notice of Rulemaking Hearing

*Hearings will be conducted in the manner prescribed by the Uniform Administrative Procedures Act, T.C.A. § 4-5-204. For questions and copies of the notice, contact the person listed below.*

<b>Agency/Board/Commission:</b>	East Tennessee State University
<b>Division:</b>	
<b>Contact Person:</b>	Mark A. Fulks, J.D. Ph.D. University Counsel & Chief Compliance Officer
<b>Address:</b>	1276 Gilbreath Drive, Suite 306, PO BOX 70285, Johnson City, TN 37614
<b>Phone:</b>	(423) 439-8550
<b>Email:</b>	fulksm@etsu.edu

*Any Individuals with disabilities who wish to participate in these proceedings (to review these filings) and may require aid to facilitate such participation should contact the following at least 10 days prior to the hearing:*

<b>ADA Contact:</b>	Mary Little Director and ADA/504 Coordinator
<b>Address:</b>	Nell Dossett Hall, 3rd floor   PO Box 70605 Johnson City, TN 37614
<b>Phone:</b>	423-439-8493
<b>Email:</b>	littleme@etsu.edu

**Hearing Location(s)** (for additional locations, copy and paste table)

Address 1:	Zoom link: <a href="https://etsu.zoom.us/j/94813122799">https://etsu.zoom.us/j/94813122799</a>		
Address 2:			
City:			
Zip:			
Hearing Date:	Tuesday, April 6, 2021		
Hearing Time:	8:00 AM	<input type="checkbox"/> CST/CDT <input checked="" type="checkbox"/> EST/EDT	

**Additional Hearing Information:**

This rulemaking hearing will be conducted via electronic means due to the COVID-19 pandemic. Please check the following site for updates on the means by which the rulemaking hearing will be conducted and instructions on participating electronically if it is conducted via electronic means: <http://www.etsu.edu/universitycounsel>. Written comments may be submitted via email to Kay Lennon-McGrew at [lennonk@etsu.edu](mailto:lennonk@etsu.edu). Written comments should be received by 4:30 PM eastern on April 1, 2021 in order to ensure consideration.

**Revision Type (check all that apply):**

- Amendment  
 New  
 Repeal

**Rule(s)** (ALL chapters and rules contained in filing must be listed. If needed, copy and paste additional tables to accommodate more than one chapter. Please enter only **ONE** Rule Number/Rule Title per row.)

<b>Chapter Number</b>	<b>Chapter Title</b>
0240-06-04	Student Immunization Requirements
<b>Rule Number</b>	<b>Rule Title</b>
0240-06-04-.01	Immunization Requirements
0240-06-04-.02	Documentation Related to Specific Illnesses
0240-06-04-.03	Exemptions
0240-06-04-.04	Other Requirements
0240-06-04-.05	Information Provided to Students

Place substance of rules and other info here. Statutory authority must be given for each rule change. For information on formatting rules go to <https://sos.tn.gov/products/division-publications/rulemaking-guidelines>.

Rules  
of  
East Tennessee State University, Johnson City  
Chapter 240-06-04  
Student Immunization Requirements

**New**

Table of Contents is added to Chapter 0240-06-04 Student Immunization Requirements and shall read as follows:

Table of Contents

0240-06-04.01	Immunization Requirements
0240-06-04.02	Documentation Related to Specific Illnesses
0240-06-04.03	Exemptions
0240-06-04.04	Other Requirements
0240-06-04.05	Information Provided to Students

0240-06-04-.01 Immunization Requirements is added to Chapter 0240-06-04 Student Immunization Requirements and shall read as follows:

**0240-06-04-.01 Immunization Requirements**

- (1) Unless otherwise exempted by this rule or by other law, all full-time students admitted to East Tennessee State University (ETSU) must provide health information to ETSU that establishes the student's compliance with the recommended immunization schedule for measles, mumps, rubella, and varicella issued by the Centers for Disease Control and Prevention.
- (2) Unless otherwise exempted by this rule or by other law, all students under the age of twenty-two (22) who reside in ETSU residential facilities must provide proof of adequate immunization against meningococcal disease as recommended by the Centers for Disease Control and Prevention.
- (3) Unless otherwise exempted by this rule or by other law, no new incoming student will be allowed to move into campus housing without providing proof of adequate immunization as required by statute.
- (4) Unless otherwise exempted by this rule or by other law, additional immunizations may be required in accordance with the Centers for Disease Control and Prevention recommended immunization schedule in response to an epidemic, pandemic or emergent communicable disease outbreak.
- (5) Acceptable forms or proof of immunization
  - (a) General proof of immunization
    1. Proof of prior or current military service shall be considered proof of the recommended immunizations.
    2. If allowed by law or Department of Health rule or guideline, students with proof of graduation from a Tennessee high school after a certain date shall not be required to submit evidence of the recommended immunizations, except as required by law.
    3. Any proof deemed acceptable by regulation or statute.

Authority: T.C.A. § 49-7-124(g).

0240-06-04-.02 Documentation Related to Specific Illnesses is added to Chapter 0240-06-04 Student Immunization Requirements and shall read as follows:

**0240-06-04-.02 Documentation Related to Specific Illnesses.**

- (1) Varicella
  - (a) Documentation of two (2) doses of varicella-containing vaccine administered at least twenty- eight (28) days apart; or
  - (b) Laboratory evidence of immunity; or
  - (c) A history verified by a physician, advanced practice nurse, physician's assistant, or health department of varicella disease; or
  - (d) Any other regulatory or statutory requirement.
- (2) Measles, Mumps, and Rubella
  - (a) Documentation of two (2) doses of vaccine against measles, mumps, and rubella administered at least twenty-eight (28) days apart and no earlier than four (4) days before the first birthday; or
  - (b) Laboratory evidence of immunity; or
  - (c) Any other regulatory or statutory requirement.

Authority: T.C.A. § 49-7-124(g).

0240-06-04- .03 Exemptions is added to Chapter 0240-06-04 Student Immunization Requirements and shall read as follows:

**0240-06-04-.03 Exemptions.**

- (1) Students enrolling in a course of study that is exclusively online and does not involve any experiential component shall not be asked to provide immunization information.
- (2) Varicella - Students born before January 1, 1980 are not required to present proof of adequate immunization against varicella.
- (3) MMR - Students born before January 1, 1957 are not required to present proof of adequate immunization against measles, mumps, and rubella.
- (4) Students may be exempted from the immunization requirements under this rule:
  - (a) Where a physician licensed by the board of medical examiners, the board of osteopathic examiners, or a health department certifies in writing that a particular vaccine is contraindicated for one of the following reasons:
    1. The student meets the criteria for contraindication set forth in the manufacturer's vaccine package insert; or
    2. The student meets the criteria for contraindication published by the Centers for Disease Control and Prevention; or
    3. In the best professional judgement of the physician, based upon the student's medical condition and history, the risk of harm from the vaccine outweighs the potential benefit.

- (b) Where a parent or guardian, or, in the case of an adult student, the student, provides the school with a written statement, affirmed under the penalties of perjury, that the vaccination conflicts with the religious tenets and practices of the parent or guardian or, in the case of an adult student, the student.

(5) Any other regulatory, statutory, or legal exemption.

Authority: T.C.A. § 49-7-124(g).

0240-06-04-.04 Other Requirements is added to Chapter 0240-06-04 Student Immunization Requirements and shall read as follows:

**0240-06-04-.04 Other Requirements.**

- (1) Notwithstanding the exceptions in 0240-06-04-.03, any applicant enrolling in a health sciences clinical program must present proof of compliance with the immunization schedule for healthcare personnel issued by the Centers for Disease Control and Prevention.
- (2) International students are required to comply with the immunization schedule issued by the Centers for Disease Control and Prevention.

Authority: T.C.A. § 49-7-124(g).

0240-06-04-.05 Information Provided to Students is added to Chapter 0240-06-04 Student Immunization Requirements and shall read as follows:

**0240-06-04-.05 Information Provided to Students.**

- (1) ETSU will provide each new incoming student with detailed information concerning the risk factors for hepatitis B infection and meningococcal meningitis and the availability and effectiveness of vaccine for persons who are at risk of the disease.
- (2) Each new incoming student under the age of eighteen (18) years must return a completed waiver form indicating that ETSU has provided the information required in this section.
- (3) Each new incoming student age of eighteen (18) years and older must complete the electronic waiver indicating that ETSU has provided the information required in this section.

Authority: T.C.A. § 49-7-124(g).

I certify that the information included in this filing is an accurate and complete representation of the intent and scope of rulemaking proposed by the agency.

Date: 2.11.21  
Signature: Adam S. Green  
Name of Officer: Adam S. Green  
Title of Officer: ETSU Board of Trustees Secretary

**Department of State Use Only**

Filed with the Department of State on: 2/11/2021

  
\_\_\_\_\_  
Tre Hargett  
Secretary of State

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# Student Immunization Requirements Rule



# Purpose of the Rule

- The ETSU Student Immunization Requirements Rule specifies:
  - the immunizations students are required to obtain prior to enrollment at ETSU
  - the immunizations required if a student elects to live in on-campus housing
  - the acceptable forms of proof of immunization
  - the exceptions to the immunization requirements
  - required notices and acknowledgments



# Applicable Law

- The Jacob Nunley Act (TCA 49-7-124) requires ETSU to promulgate a rule on immunization requirements.
- The rule is required to be created in accordance with the Uniform Administrative Procedures Act.



# Summary of 0240-06-04 Student Immunization Requirements

- Section 0240-06-04-.01 requires, unless an exemption is provided under the rule or by law:
  - All full-time students to provide proof of immunization for measles, mumps, rubella, and varicella.
  - All students under 22 who reside in residential facilities to provide proof of vaccination for meningococcal disease and prevents students from moving into residential facilities without proof of required vaccines.
- Additional immunizations may be required if recommended by the CDC in response to an epidemic, pandemic, or emergent communicable disease outbreak.



## Summary of Rule (Cont.)

- Section 0240-06-04-.01 (continued) also details the acceptable forms of proof of immunization.
- Section 0240-06-04-.02 details the vaccination requirements related to varicella, measles, mumps, and rubella.



# Summary of Rule (Cont.)

- Section 0240-06-04-.03 provides exemptions to this rule:
  - Students enrolling in 100% on-line course of study
  - Varicella: students born before 1/1/1980
  - MMR: students born before 1/1/1957
  - A licensed physician advises a vaccine is contraindicated or the risk of harm outweighs the potential benefit
  - A written statement is provided under penalty of perjury that vaccines conflict with the student's religious tenants and practices
- Section 0240-06-04-.04:
  - Students enrolling in a health sciences clinical program must present proof of compliance with the immunization schedule for healthcare personnel issued by the CDC
  - International students must comply with the immunization scheduled issued by the CDC



# Summary of Rule (Cont.)

- Section 0240-06-04-.05 requires:
  - ETSU to provide incoming students with information concerning the risk factors for hepatitis B infection and meningococcal meningitis and the availability and effectiveness of vaccine for persons who are at risk of the disease.
  - Students to complete an acknowledgement that they received the required information from ETSU.



# Questions?





EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

INFORMATION ITEM

DATE: April 23, 2011

ITEM: Student Success, Support and Engagement Program  
Highlights

PRESENTED BY: Joe Sherlin  
Vice President for Student Life and Enrollment

Staff will provide a brief overview of four University program initiatives to support the institution's student success, support and engagement agenda. Dr. Joe Sherlin will highlight the work of ETSU Supplemental Instruction Leaders (SI's), Buccaneer Involvement Guides (BIGS), Veterans Affairs Support Team, and the ETSU Votes Initiative. The presentation will include the opportunity to hear from students whom are actively engaged in these programs through short video presentations.

# **Student Success, Support, and Engagement: Four Highlighted Programs**

**Joe Sherlin**

**Vice President for Student Life and Enrollment**



**EAST TENNESSEE STATE  
UNIVERSITY**

# Background

- Students have been achieving highest fall to fall persistence and graduation rates in the history of the university
- On track to hit our targets if progress continues
- Quantity and quality of student engagement supports success
- Challenges remain:
  - Responding to pandemic
  - Equity gaps
- Comprehensive approach
  - Scale what is working
  - Respond to what is not working

# **BIGs & SI Leaders: Students Helping Students Succeed**



**EAST TENNESSEE STATE  
UNIVERSITY**

# Buccaneer Involvement Guides (BIGs)

**Attend ETSU 1020** at least one day a week

**Meet twice** with each student

**Communicate** with class via text, GroupMe

**Lead** some class discussions

**Organize** class to attend a campus event

**New Student & Family Programs**  
Division of Student Life and Enrollment

# BIGs Engage!

## Meetings with BIG

0

1

2

## Average Events Attended/Student

Fall 17

\*

2.09

5.16

Fall 18

\*

1.58

7.07

Fall 19

\*

1.58

5.79

\* Not measured due to lack of self-report data

# BIGs Communicate!

*Students taking ETSU 1020 fall 2019 . . .*

**97%** aware of BIG's GroupMe/text messages

**82%** aware BIG had contacted them via email

**73%** texted or messaged BIG for information/advice

**56%** emailed BIG for information/advice

Source: 191 students responding to ETSU 1020 end-of-course survey, fall 2019


# Supplemental Instruction (SI) Leaders

**Attend class** every day

**Conduct weekly study/review**

**Teach study skills** so students become better learners

**Attendees ask questions, learn together, make friends**

The logo for the Tutoring Center for Academic Achievement is displayed on a dark, blurred background. The word "Tutoring" is written in a bold, yellow, sans-serif font. Below it, the words "Center for Academic Achievement" are written in a white, sans-serif font.

**Tutoring**  
Center for Academic Achievement



# SI: Students Participate!

Fall 2019

BIOL 1110, BIOL 1120, CHEM 1110, CHEM 1120,  
HSCI 2010, HSCI 2020 (all sections)

MATH 1530 (14 sections), PHYS 2010 (3 sections)

**854 students, 3990 total hours**

# SI Students Succeed!

Fall 2019

SI Sessions Attended	Ave. course grade	Returned Fall 20
$\geq 3$	2.95	84%
$< 3$	1.98	73%



-In response to voting decline among those 18-29 years of age.

-ETSU Votes launched as an inaugural member of the SOCON VOTES competition in 2016.

-First NCAA Division I conference championship for voter participation and civic engagement.

-Concerted efforts to register, educate, and turnout college students at the polls.

# ETSU Votes Recognitions



- SOCON Votes “Most Improved” 2017; a 9.5% increase in student voter participation from 2012 to 2016, resulting in a [New York Times](#) story.
- Silver Seal, 2019 ALL IN Challenge, student voting rate between 30%-39%.
- ETSU student voter participation rates increased 19 points, from 16.2% in 2014 to 35.2% in 2018 (National Study of Learning, Voting, and Engagement (NSLVE) at Tufts)
- “Voter Friendly Campus” designation for the third consecutive two-year term; valid through December 2022. One of only six TN schools.

# ETSU Votes Outcomes & Goals

- In 2016, ETSU student voter registration rate was 73.2% with a total student voter turnout rate of 47.3%. 2020 data not yet received from NSLVE.
- Civic engagement and programming provides students opportunities to learn and practice critical thinking, information literacy, and communication skills.
- Helps students connect academic coursework to their function as a citizen.
- Engages students in the democratic process and infuses tenets of nonpartisan democratic and voter engagement in activities across the three pillars of voter registration, education, and turnout.
- Produces interdisciplinary opportunities and conversations that connects learning to government functions. (Trodden, B., AAC&U, 2020)
- ETSU Votes Goal: Increase ETSU voter registration rate to 75%; Increase voting rate of first-year students to 40%.

# ETSU Veterans Affairs

- Social support for students
  - Social connections and engagement
  - Graduation celebration
- Career readiness and preparation
  - University Career Services
    - Resume development
    - Interview skills
    - Transferable skills
  - Eastman Chemical Company
    - Referral of ETSU veteran students for employment opportunities

# ETSU Veterans Affairs

- Academic support
  - Academic Alert
  - Tutoring
  - ETSU 1020
  - SALUTE Veterans National Honor Society
    - Veteran only Honor Society
  - Student Veterans of America
    - Correspond with national leaders on policy and legislation

# ETSU Veterans Affairs

- Fall 2020 highest student enrollment
- \$ 4 million GI Bill® benefits annually
- Military Friendly School (11 years in a row)
  - #1 in Tennessee, #9 in the country
- 2020 Tennessee National Guard Minute Man Award
  - 100+ Guard personnel assisted with zero deficiencies
  - 100% of ETSU Tennessee Strong Act recipient's tuition paid on time





EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

INFORMATION ITEM

DATE: April 23, 2021

ITEM: ETSU STRIVE Program Spotlight

PRESENTED BY: Allen Gorman  
Chair, Department of Management and Marketing

East Tennessee State University's College of Business and Technology and the Department of Management and Marketing are proud to host our STRIVE veteran entrepreneur program. The program is offered free of charge to veterans who are ready to start or grow their business. ETSU is the second institution in the country selected to host a STRIVE program through a partnership with Syracuse University's Institute for Veterans and Military Families (IVMF). Throughout the course, participants develop their entrepreneurial knowledge and interact with subject matter experts to create a strategy for growing their business and expanding their network.

Dr. Gorman will provide an overview of the STRIVE program and share some highlights of the first 2 years of the program.

# STR*OVE*

STARTUP TRAINING RESOURCES TO INSPIRE VETERAN ENTREPRENEURSHIP

*Validate, Test, Launch, Impact*

# Program Partners



EAST TENNESSEE STATE  
UNIVERSITY





# Background of STRIVE

- The STRIVE program at ETSU is a veteran entrepreneurship training program offered in partnership with Syracuse University's Institute for Veterans and Military Families (IVMF).
- Offered at no cost to veterans (including National Guard and Reserve)
- Veteran participants develop their entrepreneurial competency and interact with subject matter experts to identify, overcome, and mitigate trouble spots, leading to increased confidence and potential for success

# Purpose of STRIVE

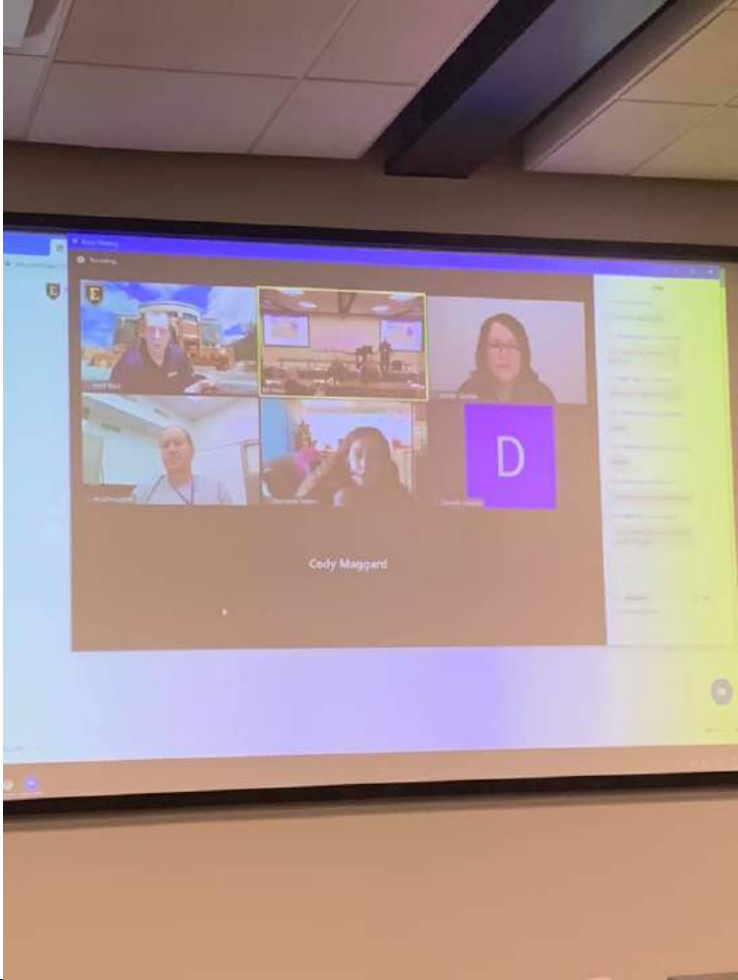
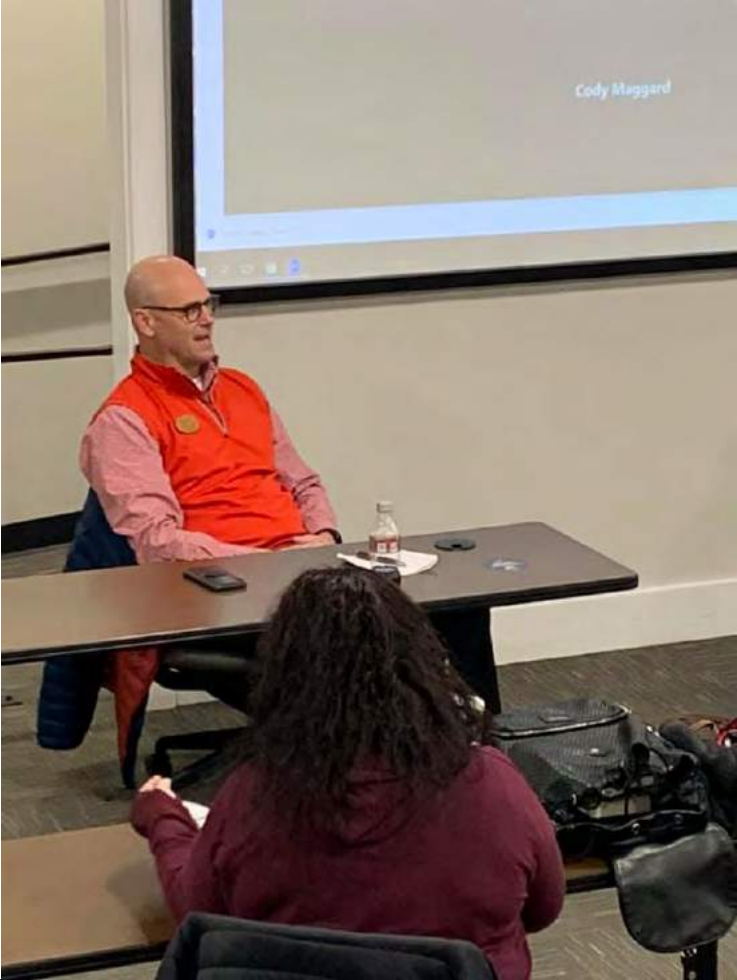
- Purpose is to take an early stage business or business idea through a structured process, utilizing 3 concurrent learning practices
  1. Pre-read/Online: Pre-class assignments prior to in-class discussions
  2. Face-to-face: Interactive in-class discussions (1 night per week for 8 weeks)
  3. Mentor/SME: Matching and mentorship with specific resources to support launch and growth of the student business concept
- What STRIVE is NOT: in-depth topic coverage or in-depth theory as you'd get in an undergraduate or MBA Entrepreneurship program

# STRIVE in Action





# STRIVE in Action



# Typical Program Overview

Week	Module Content
1	Introduction to program, Opening remarks
2	Business Plan overview
3	Value proposition, target markets & customers
4	Market strategy & Competitive Analysis
<b>Break</b>	Work on business plan and pitch
5	Customer Acquisition
6	Funding & Financials
7	Business operations
8	Pitch Day and Graduation, Closing remarks

# Key Benefits

- Graduates of the program are considered ETSU alumni
- Wide range of startups in the class – ranging from idea stage to some businesses in place for a few years
- Free consulting and mentorship to alums provided by the TSBDC at ETSU
- Free accounting consultation provided by Blackburn, Childers, and Steagall
- Some participants have advanced degrees but still felt this program to be valuable
- Program viewed as helping in building personal confidence

# STRIVE Success Story



<https://www.abbymaddy.com>

<https://www.wjhl.com/news/local/etsu-strive-program-helps-local-military-families-get-started-in-the-business-world/>

# More about STRIVE

<https://anchor.fm/doinggoodpodcast/episodes/17--Dr--Allen-Gorman-and-ETSUs-STRIVE-program-for-veteran-entrepreneurs-er7duc/a-a4pc7eg?fbclid=IwAR3-ABi-Utk6VtuBQwf4pkxT3u-iaEjYcSk38YtiKk-gYkxywfjsqeWQU34>

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Message

WHERE TO LISTEN

17. Dr. Allen Gorman and ETSU's STRIVE program for veteran entrepreneurs  
Doing Good • Mar 1

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EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

INFORMATION ITEM

DATE: April 23, 2031

ITEM: Honors College Spotlight

PRESENTED BY: Christopher Keller  
Dean of the Honors College and Senior International  
Officer

The Honors College at ETSU houses five academic programs, the Office of Undergraduate Research, and an Office of Prestigious Awards that helps ETSU students identify and apply for nationally competitive scholarships (e.g., Gilman Scholarships, Critical Language Scholarships, Goldwater Scholarships, Rhodes Scholarships, and many others). The college also houses many programs and services related to comprehensive internationalization efforts, including education abroad, international student and scholar services, and a new Center for Global Engagement that will begin on July 1, 2021.

This spotlight will discuss these diverse programs in the Honors College, a few specific recent initiatives, and the college's vision statement, north star values, and its mission, which is this:

In the Honors College at ETSU we hold a healthy disregard of the impossible. We believe that—when it comes to our students, staff, faculty, and partners—everyone can be a positive agent of change who engages in meaningful and purposeful work for the betterment of their own lives, their communities, and others around the globe. The college, therefore, houses impactful curricular, co-curricular, and extra-curricular programs that provide one or more entry points for every ETSU student with the goal of transforming lives and elevating communities in northeast Tennessee and beyond. To help demonstrate this goal, we strive to offer unique and powerful educational opportunities that generate remarkable stories, stories our students tell about their experiences at ETSU that inspire feelings of admiration, trust, and enthusiasm in all those who listen to them.

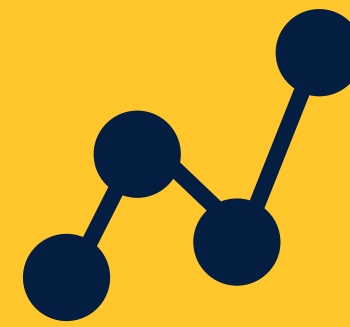
Dr. Keller will provide an update on the Honors College as well as an overview of its future directions.



# HONORS COLLEGE at ETSU

*Board of Trustees Meeting*

*April 23, 2021*



# HONORS COLLEGE STRUCTURE



- International Student and Scholar Services
- Education Abroad
- Strategic International Partnerships
- ETSU Global Year Program



- Nationally Competitive Scholarship Advising
- Scholar Development Initiatives
- Cross-campus committees for student identification and selection



- Research Discovery Program
- Dr. Jay Boland Undergraduate Research Symposium
- Undergraduate Research Grant Programs



- Bert C. Bach FPA Scholars Program
- Changemaker Scholars Program
- Global Scholars Program
- Honors in Discipline Scholars Program
- Midway Honors Scholars Program





## HONORS COLLEGE MISSION STATEMENT

In the Honors College at ETSU we hold a healthy disregard of the impossible. We believe that—when it comes to our students, staff, faculty, and partners—everyone can be a positive agent of change who engages in meaningful and purposeful work for the betterment of their own lives, their communities, and others around the globe.

The college, therefore, houses impactful curricular, co-curricular, and extra-curricular programs that provide one or more entry points for every ETSU student with the goal of transforming lives and elevating communities in northeast Tennessee and beyond.

To help demonstrate this goal, we strive to offer unique and powerful educational opportunities that generate remarkable stories, stories our students tell about their experiences at ETSU that inspire feelings of admiration, trust, and enthusiasm in all those who listen to them.



## HONORS COLLEGE NORTH STAR VALUES

- ★ **Put Students First.** Everything we do works to increase educational value, opportunity, and impact for as many ETSU students as possible.
- ★ **Be a Great Partner.** We understand that great things happen for our students only when we can be a great partner with others at ETSU and beyond.
- ★ **Shoot for the Moon.** We recognize that we don't have to be the biggest or the wealthiest honors college to be the most innovative and interesting one.
- ★ **Care for People.** We strive to enhance the well-being of as many people as possible, including students, staff, faculty, alumni, and our partners—near and far.
- ★ **Pursue the Good.** We create and maintain programs and partnerships and engage in practices and activities that are socially and environmentally responsible.

**HARLAXTON  
COLLEGE**

New Strategic  
Partnership

**ETSU GLOBAL  
YEAR**

South Korea,  
2022-2023

**RECENT  
HONORS COLLEGE  
INITIATIVES  
AY 2020-2021**

**PROGRAM  
REVISIONS**

Changemaker  
Scholars Program

**GLOBAL  
ENGAGEMENT**

Comprehensive  
Internationalization

# Harlaxton College in Grantham, England





ETSU's Global Year Program provides the campus and surrounding community with a rich, complex sense of place and interconnectedness through a year-long series of events and course enhancements that focus on a single country. It infuses international perspectives throughout the teaching, research, and service missions of ETSU.

The program enlists the help of faculty and staff, including a planning year in advance of the actual Global Year. This involves a site visit to the target country.

## Changemaker Scholars



The program helps students develop the mindset, knowledge, skills, and networks to become engaged members of their communities and enact positive changes within them through hands-on, collaborative projects that tackle social problems in the region. The program is suited for students in any major who consider themselves doers, innovators, problem solvers, or agents of change for the betterment of communities.






# Center for Global Engagement



- ETSU Global Year Program
- International Education Week
- Strategic International Partnerships
- International Travel Risk Management
- Global Living-Learning Community
- Course Internationalization Workshops
- Global Quest Trivia Bowl: High School Outreach
- Friends of ETSU Education Abroad Program
- K-12 Global Learning Outreach Program
- Faculty-Staff Internationalization Grants
- Center for Global Engagement Advisory Board



## HONORS COLLEGE FUTURE DIRECTIONS OVERVIEW

-  **Enrollment Growth.** We are re-envisioning honors programs and scholarship models to allow for larger, more diverse student cohorts, as early as the Fall 2021 semester.
-  **Meaningful Partnerships.** We collaborate to develop effective regional, national, and international partnerships in ways that serve the primary missions of ETSU.
-  **Intercultural Competencies.** We put the development of intercultural competencies as a center piece of honors education to help ensure greater equity and inclusion.
-  **Comprehensive Internationalization.** We commit to enhancing internationalization at ETSU through an array of programs available to students, staff, and faculty.
-  **Greater Visibility.** Through our programs and initiatives we seek to become a more visible Honors College--regionally, nationally, and internationally--that offers a valuable and meaningful touch point to all students.





THANK YOU!

*Questions?*

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

ACTION ITEM

DATE: April 23, 2021  
ITEM: Resolution of Appreciation for Dr. Wilsie Bishop  
RECOMMENDED ACTION: Approve  
PRESENTED BY: Brian Noland  
President

**MOTION: I move that the Board of Trustees adopt the resolution extending heartfelt appreciation to Dr. Wilsie Bishop.**

**RESOLVED**

**WHEREAS Dr. Wilsie S. Bishop has literally “done it all” during her 43-year career at East Tennessee State University, beginning as a temporary faculty member in the College of Nursing in 1978; and**

**WHEREAS Dr. Bishop earned tenure and quickly progressed through the faculty ranks; and**

**WHEREAS Dr. Bishop embraced many administrative roles from department chair to dean to assistant and associate vice president to vice president and interim provost, earning the respect and admiration of colleagues at every level of the institution; and**

**WHEREAS Dr. Bishop’s leadership was pivotal in the creation and official designation of the Academic Health Sciences Center at ETSU; and**

**WHEREAS Dr. Bishop has provided sound and wise leadership university-wide, becoming ETSU’s Vice President for Administration and Chief Operating Officer in 2005 and its Vice President for Health Affairs in 2007; and**

**WHEREAS ETSU, through Dr. Bishop’s leadership and vision, has become known nationwide for its advocacy of Interprofessional Education and team-based health care; and**

**WHEREAS Dr. Bishop oversaw the creation of ETSU Health in 2019, unifying our educational, clinical, and research pursuits in our five health sciences colleges; and**

**WHEREAS Dr. Bishop was inducted into the Tennessee Women’s Hall of Fame in 2013 and received, in 2019, the James T. Rogers Distinguished Leadership Award, the highest honor bestowed by the Southern Association of Colleges and Schools’ Commission on Colleges; and**

**WHEREAS Dr. Bishop was appointed by the Under Secretary of Defense for Personnel and Readiness to the Defense Health Board Public Health Subcommittee; and**

**WHEREAS Dr. Bishop has, throughout her career, continued to teach and to mentor doctoral and graduate students at ETSU;**

**THEREFORE BE IT RESOLVED, that, for her profound and lasting influence at East Tennessee State University and upon her well-deserved retirement, the Board of Trustees extends its deepest appreciation and congratulations to Dr. Wilsie S. Bishop, who has always been dedicated to the noble cause of higher education and who has always answered the call to serve.**

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

ACTION ITEM

DATE: April 23, 2021  
ITEM: Resolution of Appreciation for Mr. Austin Ramsey  
RECOMMENDED ACTION: Approve  
PRESENTED BY: Brian Noland  
President

**MOTION: I move that the Board of Trustees adopt the resolution extending heartfelt appreciation to Mr. Austin Ramsey.**

**RESOLVED**

**WHEREAS Austin Ramsey is one of East Tennessee State University’s most successful student entrepreneurs and leaders; and**

**WHEREAS Mr. Ramsey has balanced his academic work at ETSU with the daily operations of his consulting business, Pointech; and**

**WHEREAS Mr. Ramsey is the youngest person to receive “40 Under Forty” recognition from The Business Journal of the Tri-Cities Tennessee/Virginia and is an inaugural Appalachian Highlands “Twenty Under 20” award recipient; and**

**WHEREAS Mr. Ramsey represented ETSU on the national level by earning a coveted place on the National 4-H GPS/GIS Leadership Team; and**

**WHEREAS Mr. Ramsey is a participant in the prestigious Roan Scholars Leadership Program, through which he traveled to India to assist with infrastructure development; and**

**WHEREAS Mr. Ramsey has ably served as a Senator in the ETSU Student Government Association and as a member of the ETSU Entrepreneurs Club; and**

**WHEREAS Mr. Ramsey has served his university energetically, knowledgeably, and loyally as a member of the ETSU Board of Trustees;**

**THEREFORE BE IT RESOLVED, that the Board of Trustees extends its deepest appreciation and congratulations to Austin Ramsey for his exemplary service and for representing the very highest ideals of East Tennessee State University.**

EAST TENNESSEE STATE UNIVERSITY  
BOARD OF TRUSTEES

ACTION ITEM

DATE: April 23, 2021  
ITEM: Student Trustee Selection  
RECOMMENDED ACTION: Approve  
PRESENTED BY: Brian Noland  
President

Kara Gilliam has been nominated and confirmed by the student senate of the Student Government Association as the student trustee nominee for 2021-2022.

Gilliam is a first year MD/MPH candidate at Quillen having completed her Bachelor's degree at UT Knoxville in December 2018. As an undergraduate Gilliam was very active in the Tennessee Intercollegiate State Legislature (TISL) being elected to serve as the state Governor in 2016-2017. Gilliam is the first medical student to be nominated for the student trustee role. Gilliam has a long history of community service and volunteerism, most recently with Second Harvest Food bank and Remote Area Medical.

**MOTION: I move to accept the President's nomination of Ms. Kara Gilliam to the position of Student Trustee.**

**RESOLVED: Upon the recommendation of President Noland, the Board of Trustees appoints Ms. Kara Gilliam to the role of Student Trustee to East Tennessee State University's Board of Trustees.**