



Quarterly Board Meeting
June 23, 2022
Roaden University Center, Room 282
1:30 p.m.

AGENDA

- I. Call to Order and Roll Call
- II. Recognition of Students
- III. Recognition of Retiring Faculty
- IV. Approval of Resolution for Purna Saggurti
- V. Approval of Minutes of March 10, 2022
- VI. President's Report
- VII. Election of Student Trustee
- VIII. Consent Agenda
 - A. New Academic Program Proposal (NAPP) for B.S. in Studio Arts
 - B. Emeritus President Contract
 - C. TTU Policy 270 (General Graduate Admission Requirements)
 - D. TTU Policy 506 (General and Group Travel Policies)
 - E. Tenure Recommendations
- IX. Executive Committee Recommendation
 - Approval of President's New Contract
- X. Audit & Business Committee Report and Recommendations
 - A. FY2021-22 Estimated & FY2022-23 Proposed Budget
 - B. FY2022-23 Disclosed Projects
 - C. Capital Budget FY2023-24

- D. Land Acquisition
- E. Craft Center Lease
- F. Dual Enrollment Tuition Rate
- XI. Board Secretary Report
- XII. Board of Trustees' meeting dates:
 - August 23, 2022 (Intercollegiate Athletics Virtual Information Session)
 - October 6, 2022
 - December 1, 2022
- XIII. Other Business
- XIV. Adjournment



Agenda Item Summary

Date: June 23, 2022

Agenda Item: Recognition of Student

Review

Action

No action required

PRESENTERS: Chair Harper

PURPOSE & KEY POINTS: Brayden Copeland recently won the prestigious and highly competitive Goldwater Scholarship. He is only the third Tech student ever to receive it, and the first since 1999. Brayden is a sophomore studying both chemistry and biology and will receive up to \$7,500 for up to two years. The Goldwater Scholarship Program was designed to foster and encourage outstanding students to pursue research careers and is the preeminent undergraduate award of its type in these fields.



Agenda Item Summary

Date: June 23, 2022

Agenda Item: Recognition of Faculty

Review

Action

No action required

PRESENTER(S): President Oldham

PURPOSE & KEY POINTS: Recognition of R. Winston Morris, Professor of Music, for 55 years of distinguished service to Tennessee Tech University. Professor Morris began his employment in 1967 and is retiring on July 31, 2022.



Agenda Item Summary

Date: June 23, 2022

Agenda Item: Approval of Resolution for Purna Saggurti

Review

Action

No action required

PRESENTERS: Chair Harper

PURPOSE & KEY POINTS: Approval of a Resolution recognizing the accomplishments of Purna Saggurti.

Recognition Resolution by the Board of Trustees
for
Purna Saggurti
June 23, 2023

A Resolution

To recognize Purna Saggurti, an alumnus of Tennessee Technological University and inaugural member of the Tennessee Tech Board of Trustees, for his appointment as Vice Chair of the Bank of America.

Whereas

Mr. Saggurti has served as an excellent ambassador for Tennessee Tech University through his bold, fearless, confident, and kind demeanor as he leads in the world on global finance.

Whereas

Mr. Saggurti holds a Master of Science degree in Chemical Engineering from Tennessee Technological University, graduating in 1982; and

Whereas

Through his career, Mr. Saggurti has advised clients around the globe and has worked on landmark transactions for a number of clients including Dow, Dupont, Ecolab, Engelhard, GE, Hoechst, Huntsman, Lyondell Basell, Merck, Potash Corp, Reliance and Tata's; and

Whereas

Mr. Saggurti is currently a member of the executive board of the U.S.-India Strategic Partnership Forum and the Board of Trustees of the Smithsonian National Museum of Asian Art; and

Whereas

Mr. Saggurti was appointed by Tennessee Gov. Bill Haslam to the inaugural Tennessee Technological University Board of Trustees in 2016, serving through 2021; and

Whereas

Among many other acts of service, Mr. Saggurti also served as a member of the Graduate Executive Board of The Wharton School, and the former chairman of the Board of Trustees of the John Whitehead School of Diplomacy and International Relations; and

Whereas

Mr. Saggurti also was co-chairman of the Finance Committee of the Sustainable Energy for All initiative of the World Bank and the United Nations; and

Whereas

Mr. Saggurti previously served as the co-head of Global Corporate & Investment Banking and vice chairman of the Global Diversity & Inclusion Council for Bank of America; and

Whereas

Mr. Saggurti was named Vice Chairman of Bank of America and Chairman of Global Corporate and Investment Banking in 2021.

Be It Resolved

By Tennessee Technological University Board of Trustees that in light of this information and in appreciation for all his service and accomplishments, we honor Vice Chairman Purna Saggurti this twenty-third day of June, 2022.

Chair, Tennessee Tech Board of Trustees



BOARD OF TRUSTEES MEETING

March 10, 2022

Roaden University Center, Room 282

MINUTES

Meeting was streamed live via link found on this web page:
<https://www.tntech.edu/board/board-and-board-committee-meetings.php>

AGENDA ITEM 1 – CALL TO ORDER

The Tennessee Tech Board of Trustees met on Thursday, March 10, 2022, in Roaden University Center Room 282. Chair Trudy Harper called the meeting to order at 2:04 p.m.

Chair Harper asked Mr. Lee Wray, Secretary, to call the roll. The following members were present:

- Dan Allcott
- Tom Jones
- Rhedona Rose
- Johnny Stites
- Hannah Willis
- Barry Wilmore
- Trudy Harper

Trustee Fred Lowery participated remotely and confirmed that he could simultaneously hear and speak to the Board members, he was the only person present in the location from which he was calling, and he received the board materials in advance of the meeting. Trustees Thomas Lynn and Teresa Vanhooser were unable to participate due to schedule conflicts.

A quorum was physically present. Tennessee Tech faculty, staff and members of the public were also in attendance.

AGENDA ITEM 2 – RECOGNITION OF STUDENTS

Three students from the university's current Student Media Team plus recent graduates on the inaugural team, Seth Jones, Alex Rinks, and Logen Borie, shared their work focused on recruiting prospective students. They explained how messages are produced from the student perspective and they shared their stories of creating social media videos called "Explore Cookeville."

AGENDA ITEM 3 – APPROVAL OF MINUTES

Chair Harper asked for approval of the minutes of the December 2, 2021, Tennessee Tech Board of Trustees meeting. Chair Harper asked if there were questions or comments regarding the minutes. There being none, Tom Jones moved to recommend approval of the December 2, 2021, Board of Trustees minutes. Johnny Stites seconded the motion. Mr. Wray called a roll call vote. The motion carried unanimously.

AGENDA ITEM 4 – PRESIDENT'S REPORT

The President reported on the following items: 1) College of Engineering younger faculty members, Dr. Sargolzaei and Dr. Kim, who recently won National Science Foundation early career awards for their research work, 2) the Campus Master Plan, an ever-evolving plan which sets the blueprint for going forward, highlights items we need to continue to work on, and will continue to follow the modified Georgian architecture style for the campus, 3) Governor Lee's proposed budget for higher education being considered by the General Assembly, 4) Athletics, where transformations within Division I of the NCAA, and realignments within the Ohio Valley Conference, of which we are part, and facilities construction and upgrades are taking place, 5) admissions process, recruiting, and tailoring messages to fit students' needs and expectations, 6) freshmen applications up about 10% of the highest ever freshmen applications and up 12 or 13% above the record high in terms of admissions for freshmen, and 7) replacement of the cupola on Derryberry Hall.

AGENDA ITEM 5 – ACADEMIC & STUDENT AFFAIRS COMMITTEE RECOMMENDATION – PROPOSAL FOR ACADEMIC PROGRAM MODIFICATION FOR B.S. IN DESIGN STUDIES

Committee Chair Rose moved to approve the Academic Program Modification for the B.S. in Design Studies. Because the recommendation came from committee, no second was needed. With an opportunity for further discussion and there being none, Mr. Wray called a roll call vote. The motion carried unanimously.

AGENDA ITEM 6.A – AUDIT & BUSINESS COMMITTEE RECOMMENDATION – COMPENSATION PLAN

Committee Chair Stites moved to approve the proposed Compensation Plan pending approval of the Governor’s Budget for a four percent salary increase pool to be distributed to full- and part-time permanent employees based on employees’ fiscal 2022 evaluations with a minimum one percent and maximum seven percent increase for employees with satisfactory or better evaluation scores, and employed on January 1, 2022. Because the recommendation came from committee, no second was needed. With an opportunity for further discussion and there being none, Mr. Wray called a roll call vote. The motion carried unanimously.

AGENDA ITEM 6.B – AUDIT & BUSINESS COMMITTEE RECOMMENDATION – NON-MANDATORY FEES

Committee Chair Stites moved to approve the proposed housing rates to be effective Fall 2022. Because the recommendation came from committee, no second was needed. With an opportunity for further discussion and there being none, Mr. Wray called a roll call vote. The motion carried unanimously.

AGENDA ITEM 6.C – AUDIT & BUSINESS COMMITTEE RECOMMENDATION – DISCLOSED PROJECTS

Committee Chair Stites moved to approve the FY21-22 Disclosed Projects for the indoor tennis court roof replacement, university archives improvements and agricultural technology innovation and the FY22-23 disclosed projects for the baseball and softball artificial turf and electrical infrastructure upgrades. Because the recommendation came from committee, no second was needed. With an opportunity for further discussion and there being none, Mr. Wray called a roll call vote. The motion carried unanimously.

AGENDA ITEM 6.D – AUDIT & BUSINESS COMMITTEE RECOMMENDATION – MASTER PLAN

Committee Chair Stites moved to approve the TTU 2022 Campus Master Plan. Because the recommendation came from committee, no second was needed. Trustee Allcott shared his desire that the master plan include a plan for the north end of campus, to make it more welcoming and to stop vehicle traffic at that entrance, and to provide additional parking in front of the Bryan Fine Arts Center. Trustee Allcott also voiced his disappointment that architect, Garry Askew, did not respond to his previous email about this concern. Chair Harper requested that Karen Lykins make master plan information available to the entire campus – faculty, staff and students. With an opportunity for further discussion and there being none, Mr. Wray called a roll call vote. The motion carried 6-1.

**AGENDA ITEM 6.E – AUDIT & BUSINESS COMMITTEE RECOMMENDATION – TTU POLICY 144
(TITLE IX POLICY AND GRIEVANCE PROCEDURES)**

Committee Chair Stites moved to approve TTU Policy 144 (Title IX Policy and Grievance Procedures) as presented. Because the recommendation came from committee, no second was needed. With an opportunity for further discussion and there being none, Mr. Wray called a roll call vote. The motion carried unanimously.

AGENDA ITEM VII – BOARD SECRETARY REPORT

Secretary Wray announced that immediately following the meeting, ITS staff would be assisting Trustees with setup and implementation of a new sign-on security system for Tennessee Tech accounts.

AGENDA ITEM VIII – BOARD OF TRUSTEES’ MEETING DATES

Chair Harper announced that a virtual Student Affairs Information Session was scheduled for Tuesday, April 12, and the next regular quarterly meeting would be held on Thursday, June 23.

AGENDA ITEM IX – ADJOURNMENT

There being no further business, the Tennessee Tech Board of Trustees meeting adjourned at 2:56 p.m.

Approved,

Lee Wray, Secretary



Agenda Item Summary

7.1

Date: June 23, 2022

Agenda Item: Election of Student Trustee

Review

Action

No action required

PRESENTER(S): President Oldham

PURPOSE & KEY POINTS: The FOCUS Act requires the Board to select a student as a non-voting member. Tennessee Tech's Student Government Association (SGA) developed a process for selecting a candidate to present to the Board for consideration. Pursuant to the amended requirements established by the SGA, a candidate for the trustee position can contemporaneously serve as an SGA officer.

The candidate selected by the SGA is Savannah Kelly Griffin.

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STUDENT GOVERNMENT ASSOCIATION



TENNESSEE TECH UNIVERSITY

EXECUTIVE ORDER

BY THE PRESIDENT:

Amendment to Selection Criteria for Student Representative on the Board of Trustees

- WHEREAS:** in relation to the FOCUS Act enacted by the Tennessee State Legislature in 2016 changing the governance structure of Tennessee Tech University, the Tennessee Tech Student Government Association passed a resolution known as the Student Input on Tennessee Tech’s Local Governing Board Student Member Selection Resolution of 2016, **and,**
- WHEREAS:** this resolution has set the framework for the selection process of the student representative on the Tennessee Tech Board of Trustees **and,**
- WHEREAS:** section II of the resolution prohibits members of the SGA Executive Council from being considered for this position, **and,**
- WHEREAS:** the authors of the resolution do not provide any reasoning as to why this select group of students is excluded from applying, **and,**
- WHEREAS:** members of the Executive Council have been entrusted with the duty of advocating for their fellow students as evidenced by being elected by their peers to an SGA capacity **and,**
- WHEREAS:** members of the Executive Council gain valuable perspective on university governance and student opinion as they are fully immersed in the happenings of the campus **and,**
- WHEREAS:** the duties of both an Executive Council position and the Student Representative on the Board of Trustees would not be an overwhelming commitment, **and,**

NOW, THEREFORE, BE IT ENACTED BY THE STUDENT GOVERNMENT ASSOCIATION OF TENNESSEE TECH UNIVERSITY PURSUANT TO ARTICLE IV, SECTION 1, SUBSECTION B. 7. OF THE STUDENT GOVERNMENT ASSOCIATION CONSTITUTION AND THE AUTHORITY VESTED IN ME AS THE PRESIDENT OF THE STUDENT GOVERNMENT ASSOCIATION,

ORDERED:

- SECTION I:** The words “none of whom shall be current SGA Executive officers” shall be struck from the *Student Input on Tennessee Tech’s Local Governing Board Student Member Selection Resolution of 2016*, allowing members of the Executive Council to be considered amongst the applicant pool for the Student Representative on the Tennessee Tech Board of Trustees.
- SECTION II:** Applicants that are members of the SGA Executive Council must qualify by the same standards provided in the Board of Trustees Student Representative Application.
- SECTION III:** This order shall take effect immediately and be followed in the selection process for the 2022-2023 Board of Trustees Student Representative.

Respectfully submitted by the Executive President of SGA.

Aaron T. Lay

7.1

Bill S16-0##

A Resolution to Provide Input on Tennessee Tech’s Local Governing Board

- Whereas,** Tennessee Tech will have its own governing board in compliance with the Focus Act, **and,**
- Whereas,** one of the board members will be a Tennessee Tech student, **and,**
- Whereas,** the Tennessee Tech student body is due input in this student appointment, **and,**
- Whereas,** the Tennessee Tech student body is represented by the Student Government Association **and, NOW THEREFORE,**

BE IT ENACTED BY THE STUDENT GOVERNMENT ASSOCIATION OF TENNESSEE TECHNOLOGICAL UNIVERSITY THAT

- Section 1:** This bill shall be known as the “Student Input on Tennessee Tech’s Local Governing Board Student Member Selection Resolution of 2016”
- Section 2:** The SGA Senate shall select and recommend to the Board of Trustees three student candidates for the nonvoting student member appointment, none of whom shall be current SGA Executive officers.
- Section 3:** The three nominees selected by the SGA Senate shall be forwarded to the University President who, subject to the President’s approval of each candidate, will present the approved recommendations to the Board for final action.
- Section 4:** This Bill shall take effect immediately upon passage by the Student Government Association, the welfare of the students requiring it.

Respectively Submitted by:

Misti Ray
Senator, College of Education

Co-Sponsor(s):

Elizabeth Webb
Senator, College of Interdisciplinary Studies

Ryan Mack
Senator, College of Arts and Sciences

7.1



Agenda Item Summary

8.1

Date: June 23, 2022

Agenda Item: New Academic Program Proposal (NAPP) for B.S. in Studio Arts

Review

Action

No action required

PRESENTERS: Provost Bruce

PURPOSE & KEY POINTS: The new degree program for which approval is sought is a Bachelor of Science (BS) degree in Studio Arts led by faculty in the School of Art, Craft, and Design in the College of Fine Arts.

We seek to add the BS degree to expand degree offerings that capitalize on the strong STEM programming already in place at Tennessee Tech University. The new degree program is designed to serve our student population as we experience an increase of transfer students, students entering with significant dual-enrollment credits, and/or students not wishing or unable to complete the requirements of the current professional Bachelor of Fine Arts (BFA) degree.

The School of Art, Craft & Design is a NASAD (National Association of Schools of Art and Design) department; the proposed Bachelor of Science degree will meet both University and NASAD standards to ensure our continued accreditation.

Anticipated Enrollments:

Very conservative projections of 7 in year 1 and growing to approximately 20 by year 5.

Enrollment and Financial Projections:

The School of Art, Craft & Design will utilize resources presently available to develop, launch and support the new proposed program; no additional faculty, space, or significant equipment will be needed initially to successfully implement the curriculum. Thus, the additional academic

costs to the School of Art, Craft & Design for launching the new program are minimal (approximately \$5550 per year) while the full tuition/fee revenue for the University is projected to be approximately \$200,000 per year (with a steady state enrollment of 20 students).



8.1

New Academic Program Proposal (NAPP)

Date of Submission: November 18, 2021
Revised: May 13, 2022

Institution: Tennessee Technological University

Title of Program: Bachelor of Science in Studio Arts

CIP Code: 50.0702

Academic Liaison: Kimberly Winkle
Director
School of Art, Craft & Design
Tennessee Tech University
Campus box 5085
242 E. 10th street, room 112
Cookeville, TN. 38505
931.372.3738
kwinkle@tntech.edu

Proposed implementation date: Fall 2022

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8.1



Letter of Notification

Date of Submission: January 14, 2021
Revised: March 2021
Revised: September 2, 2021

Institution: Tennessee Technological University

Title of Program: Bachelor of Science in Studio Arts

CIP Code: 50.0702

Academic Liaison: Kimberly Winkle
Director
School of Art, Craft & Design
Tennessee Tech University
Campus box 5085
242 E. 10th street, room 112
Cookeville, TN. 38505
931.372.3738
kwinkle@tntech.edu

Proposed implementation date: Fall 2022

Name of Proposed Program:

Bachelor of Science in Studio Arts (B.S. Studio Arts)

The School of Art, Craft & Design in the College of Fine Arts proposes a new bachelor degree program as an addition to our current bachelor degree program.

CIP Code:

50.0702

Proposed Implementation Date:

Fall 2022

Academic Program Liaison (APL) name and contact information:

Prof. Kimberly Winkle, Director
School of Art, Craft & Design
Tennessee Technological University
kwinkle@tntech.edu
931.372.6301

Background concerning academic program development

We seek to add the BS degree to expand degree offerings that capitalize on the strong STEM programming already in place at TN Tech by providing an avenue for and culture that promotes cross-curricular collaboration and to better serve a growing portion of our student population as we experience an increase of transfer students, students entering with significant dual-enrollment credits, and/or students not wishing or unable to complete the requirements of the rigorous professional BFA degree which has little curricular flexibility. We anticipate higher student retention and enrollment as a result of the additional degree offering. The BS degree can provide greater options for a wider range of students thus having the potential for a positive impact on overall institutional and departmental enrollment. In these times, institutional nimbleness is critical to long term sustainability. As such, the degree proposal provides new and expanded offerings that provide nimbleness and which is in alignment with departmental, institutional, and THEC's overall goals and mission. As the degree program develops, we intend to create new minors to formalize and further support the cross-disciplinary opportunities. For example, creation of a Fine Arts Business minor or a STEAM minor. And, as the newly formed College of Fine Arts works to grow its presence and strength at TN Tech, the new degree offering will aid in that effort.

8.1

Our current BFA professional degree does not allow transfer students the opportunity to complete the degree requirements in two years due to the strict and abundant studio course requirements, nor does it allow academic inquiry outside of a studio practice. We are interested in establishing Tennessee Transfer Pathway agreements with State community colleges; the new proposed academic degree program would accommodate these TTP agreements while offering opportunities for transfer students to have a meaningful art experience while earning a degree within the two years along with the option to pursue expanded learning opportunities if they desire. Also, we feel this proposed academic program will have great appeal to non-traditional and veteran prospective students, who historically have often found the professional BFA degree curriculum too studio intensive and/or restrictive for their interest and purpose.

The School of Art, Craft & Design is a NASAD (National Association of Schools of Art and Design) department; the proposed Bachelor of Science degree will meet both University and NASAD standards to ensure our continued accreditation.

Purpose and Nature of Program:

The purpose of this program is to provide additional educational opportunities and graduation pathways for students wishing to major in studio arts in an accredited, regionally accessible program. The program being proposed is a Bachelor of Science with a major in Studio Arts. This title is intended to reflect a contemporary, wide-ranging, and interdisciplinary art approach, preparing students for numerous potential directions in visual art, craft, design, or other fields of study. The flexible curriculum inherent of the BS program will balance out the rigid curriculum of our existing professional BFA degree. The learned skills in the BS program can lead to career development as an artist, in broader career fields, or preparation for advanced study. Every art or design practitioner today must have a capacity to function across the boundaries of existing specializations and the ability to interact effectively in a team involving a range of specialists from a wide range of fields. Therefore, this program provides students with a broad knowledge of a variety of art forms and practices along with academic inquiry in other disciplines thus aiding in their future career success by developing their ability to better navigate the ever-increasing interdisciplinarity of today's art career landscape. To capitalize on the inherent strengths of our University's offerings and history as a technological university, we have purposely chosen to pursue the BS rather than a BA. We intend that the BS degree will create natural and less restrictive opportunities for collaboration with TN Tech's strong STEM programs; the marriage of these disciplines is rife with possibility. We envision a meaningful and innovative collaboration between Computer Science and our Design (digital) students, Chemistry and Painting students, Mechanical Engineering and Metals students, Civil Engineering and Ceramics, and more, such as

the creation of new minors that blend these studies, such as a STEAM minor or a Fine Arts Business minor. Conversely, the proposed degree plan may have the potential to appeal to STEM students who may choose to double-major and/or for whom the STEM specific program, ultimately, might not suit well. To date, our art students have participated in cross-disciplinary collaboration as extra-curricular activities. For example, our Design students collaborated with nursing students to create an app to assist nursing/patients. A student in our metals studio collaborated with geology on identifying, harvesting, and cutting stone for use in one-of-a-kind jewelry. Our STEM-focused university setting is riddled with possibility but the curricular mechanism to support, and formally recognize these cross-disciplinary efforts through earned credits towards graduation, is absent and needed. The proposed BS is the more logical and appropriate degree offering given the STEM focus and culture of TN Tech. The School of Art, Craft & Design plans for students in the BS degree program to develop both broad comprehensions of the work of artists, designers, and craft persons and build competency with a set of practical artistic and production skills alongside increased and diverse educational opportunities provided by the BS degree. Also, the inherent curricular flexibility allows students the option to pursue a minor, which will allow students to further direct their studies in areas that will better serve their research, future career, or educational goals while also being eligible for Federal Financial Aid. At current, our BFA program has minimal electives within the curriculum which greatly restricts BFA students' ability to register for courses that are eligible for Federal Financial Aid outside of the BFA curriculum. The BS degree will provide the mechanism to offer curricular flexibility alongside the financial support that many of our students need and rely on. However, unlike an Interdisciplinary Studies degree, which focuses on two primary areas of study, the BS in studio arts will allow a student opportunity to complete a suite of courses to support their individual creative, research, and career goals with the primary focus remaining on art-making. As such, our proposed BS in Studio Arts should not pose threat to the existing Bachelor of Art in Interdisciplinary Studies at TN Tech University; they are unique programs from one another.

We seek to add the BS degree to expand degree offerings that capitalize on the strong STEM programming already in place at TN Tech by providing an avenue for and culture that supports cross-curricular collaboration and to better serve a growing portion of our student population as we experience an increase of transfer students, students entering with significant dual-enrollment credits, and/or students not wishing or unable to complete the requirements of the rigorous professional BFA degree which has little curricular flexibility. Two goals of this degree are higher student recruitment and retention. The School of Art, Craft & Design is a NASAD (National Association of Schools of Art and Design) department; the proposed Bachelor of Science degree will meet both University and NASAD standards to ensure our continued accreditation.

Alignment with the State Master Plan and Institutional Mission and Strategic Plan:

In accordance with the State Master Plan for higher education (2015-2025) and its overriding function, the proposed Bachelor of Science in studio arts program will increase degree production, allow for more timely degree completion, and due to the program's liberal arts nature, have broader applicability in the workplace thus strengthening the state's economic and workforce development.

It is believed that the addition of this degree will offer more flexible graduation pathways, which can more easily accommodate transfer students, students interested in cross-disciplinary inquiry, or students for whom a passion for art exists but who are not interested in or able to pursue the professional BFA degree. Also, curricular flexibility allows completion of many courses asynchronously and non-sequentially thus creating an opportunity for completion of the degree plan in a timelier fashion; this is especially applicable to transfer students, or students with significant earned dual-enrollment credits, for whom the completion of the BFA curriculum in 2 years is not doable. The learned skills in the BS program can lead to career development as an artist, in broader career fields, or preparation for advanced study.

The proposed BS in Studio Arts program supports the areas of TTU's new strategic plan, Tech tomorrow, listed below.

Goal 1: Education for Life. TTU provides education that unleashes the potential and passion within our students and prepares them for successful careers and culturally enriched lives. TTU also provides educational opportunities, programs, credentials, and degrees to fuel the lifelong learning necessary for enduring achievement.

The liberal arts nature of this degree possesses curricular flexibility that has the potential to meet the needs and interests of all types of students at different phases of their undergraduate academic career, while also providing a meaningful and rigorous studio arts education.

Goal 2: Innovation in all We Do. TTU innovates in all we do, embracing and deploying our technological foundation in our education, research, service, and stewardship.

The new degree program will allow students to expand and apply their studio arts practice with other disciplines. The degree curriculum possesses the flexibility to encourage and allow meaningful study in other disciplines to foster cross-disciplinary inquiry, dialogue, and innovation in unique ways. The BS degree is a natural fit at TN Tech with its strong history of STEM education; the synthesis of arts and science education has great potential to manifest itself in

novel and innovative ways. This degree provides the mechanism to support and foster new growth in the area of STEAM.

Goal 3: Exceptional Stewardship. Tennessee Tech is committed to optimizing resources and continuously improving effectiveness, efficiency, and return on investment for students.

The proposed new degree program will not require additional resources for the School of Art, Craft & Design, College of Fine Arts, nor the University to implement a meaningful, rigorous, and relevant curriculum that meets SACSCOC and NASAD standards. It is expected that the new degree program will aid in both recruitment and retention while maintaining consistent departmental operating costs. No additional facilities nor significant equipment is required or anticipated for this degree.

Goal 4: Engagement for Impact. Tennessee Tech fosters partnerships with government, business, and non-profit organizations to advance economic and workforce development, create and disseminate knowledge, serve the public good, and generate cultural impact.

This liberal arts degree will have broad applicability for graduates entering the workforce, allowing students to combine their study of studio arts with another area of focus (minor) and electives. Thus, tailoring their education to their needs, interest or to strengthen their employability. With inherent curricular flexibility, students have a better opportunity to develop partnerships in the community to gain meaningful and useful experience to better prepare themselves for entrance into the workplace.

Institutional capacity to deliver the proposed academic program:

Due to the broad scope of the proposed Bachelor of Science in Studio Arts degree, no additional faculty, space nor significant equipment will be needed to successfully implement the curriculum. While our current BFA program is healthy, some of our studio courses are not currently at full enrollment capacity, thus we can accommodate additional students who are interested in pursuing the Bachelor of Science degree. As the proposed degree program experiences growth, we will employ the teaching assistance of local qualified artists in our region to offer additional course sections of existing courses. A unique aspect of the School of Art, Craft & Design is our satellite campus, the Appalachian Center for Craft (ACC), located 25 miles away in Smithville, TN. At the ACC, each of the School of Art, Craft & Design's 5 craft studios have a resident artist, who most often possess the required MFA credential to allow them to participate in the School of Art, Craft & Design's

academic program as adjunct faculty; it is expected that the greatest demand will be in the Art Foundation and Introductory level courses. Thus, it is expected that their assistance will be focused on those courses when needed and program revenues will support the salary of any additional adjunct faculty. As such, beyond implementing a new marketing and promotion program to include the new degree, there are no other costs associated with the new degree. The program will be supported via generated revenues.

The proposed academic program places primary emphasis on the process of art-making (studio arts), which is unique to all programs at TN Tech University. Thus, it will not pose threat to enrollment in pre-existing majors/programs at TN Tech University. However, because the degree inherently possesses an opportunity for academic pursuits in other disciplines, it is positioned to provide ample opportunity for collaborative efforts with other disciplines. For example, a partnership with the College of Business for increased business/entrepreneurship opportunities or with the Department of Computer Science for the opportunity to pursue web-design and programming or with Civil Engineering to further expand our students' investigation into the tensile properties of various clay bodies, or with the Chemistry department to explore the chemical composition of pigments. It is our strong desire to create opportunities for cross-disciplinary collaborative agreements across campus as we feel it benefits our students, our program, and the University and it best mimics the interdisciplinarity of today's work environments.

8.1

Program enrollments used in the financial projections are shown in the following table.

FTE Enrollment Projections

	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
FTE	7	9	13	15	20

See attached THEC Financial Projection form for estimated revenues and expenses in Appendix 3.

Existing Programs Offered at Public and Private Tennessee Institutions:

Based on the current THEC Academic Program Inventory for TN Board of Regents and UT systems, there are two Bachelor of Science in Studio Arts degrees offered, which have similarities to this proposed program: CIP Code 50.0702
<http://thec.ppr.tn.gov/THECSIS/Research/Research.aspx?TabID=API+Search>

Middle Tennessee State University: BS Visual Arts
 Tennessee State University: BS Studio Arts

While both of these programs are offered at public institutions within a 100-mile radius of TTU, the institutions are considerably different from TTU in scale and culture, namely the strong STEM programming at TN Tech on which we seek to capitalize. Thus, it is believed that neither of these programs/institutions will present competition nor have an adverse effect on enrollment or retention of students in the proposed Bachelor of Science in Studio Arts program at Tennessee Tech University. In addition, a unique aspect of the School of Art, Craft & Design is our satellite campus, the Appalachian Center for Craft, where we have craft studios that do not exist at these competing institutions. For example, woodworking, glass blowing, blacksmithing, and fibers.

8.1

As illustrated below, the Bachelor of Science degree program has proven to be effective at increasing enrollment and graduation rates at the Universities that offer the degree program.

Degrees Awarded

Institution	2018-2019	2017-2018	2016-2017	TOTAL
MTSU	20	16	7	64
TSU	15	14	6	35

Curricular comparison:

	Studio or related area	Art/Design History	General Studies	Electives	Minor Courses	Total Number of Units
TTU	39 credits	12	41	28 (*13 if minor is pursued)	0 or *15 minor is optional	120
MTSU	27 credits	12	41	22-25	15-18	120
TSU	48-51	12-15	42	12-15	0	120

There is not currently a Bachelor of Science in Studio Arts program offered at any private institution in Tennessee.

The following State of TN public institutions offer a Bachelor of Fine Art in Studio Arts: MTSU, ETSU, APSU, UTK, UTC and University of Memphis.

Feasibility Study:

The School of Art, Craft & Design hired an external group to conduct the feasibility study. The results of the study are available in Appendix 1, 4 & 5. Other evidence of

need and future sustainability is provided by the letters of support from industry employers, alumni, and current students, which can be found in Appendix 2.

Introduction

An external feasibility study was commissioned by the School of Art, Craft & Design, and completed by Tennessee Tech University faculty members from the College of Business: Dr. Ferdinand DiFurio, Dr. Steve Isbell, and Ms. Yolunda Nabors. Surveys of current students, alumni, and employers were distributed in spring 2019. All surveys were administered using Qualtrics software with respondent anonymity and the option to not participate. The survey responses show good support for the decision to develop a Bachelor of Science in Studio Arts. The complete feasibility survey and results are found in Appendix 1, a feasibility study addendum containing requested supplemental information regarding Local and Regional need can be found in Appendix 5.

The proposed degree will meet the needs of students who are interested in a Bachelor of Science in studio arts by allowing students to gain breadth in a chosen program along with tailoring the degree to the market needs. The enrollment in the proposed program will provide a good student mass and ensure the program's productivity and sustainability without putting a financial strain on the College or School.

The complete feasibility survey and results are available in Appendix 1. Other evidence of need and future sustainability is provided by the letters of support from industry employers, alumni, and current students, which be found in Appendix 2. The following sections show highlights of the feasibility study.

The School of Art Craft and Design Feasibility Study for the Bachelor of Science in Studio Arts: (Appendix 1). Supplemental support materials regarding THEC's request for additional information related to regional and local need are provided in Appendix 5 and 6.

The School of Art, Craft, and Design in the College of Fine Arts at Tennessee Tech is submitting a proposal for a Bachelor of Science in Studio Arts. The degree is intended to give students an education in essential art skills along with a wider range of skills for a diversified marketplace.

This feasibility study will assess the proposed degree program in the following areas, as outlined in the THEC guidelines: student interest, local and regional demand/need, employer need/demand, future sustainable need/demand, and in some cases, a section for external research. In some cases, there may be an unavoidable overlap

of information provided across the regional and employer demand. This is because the demand for labor, whether regional or state-level, can be understood to be generated by firms.

Potential Student Interest

Survey Overview

This report summarizes the results of a survey instrument used to assess student interest in the proposed degree program. The survey instrument was constructed to parallel standard surveys used by higher education institutions to appraise students' attractiveness to a potential degree program. In accordance with the Tennessee Higher Education Commission (THEC) approval process of new academic programs, the School of Art, Craft, and Design has employed Tennessee Tech University (TTU) College of Business faculty to collect and summarize prospective student interest data as a part of a feasibility study. The results from the survey instrument, in compilation with other report information, will be used to determine the program's potential.

Survey Methods

The survey was distributed to current TTU undergraduates majoring in Art. The undergraduate students were separated into two groups. Students classified as freshman, sophomore, and junior were surveyed separately as group one and senior-level undergraduates as group two. The online survey instrument was developed using Qualtrics, "a powerful and multifaceted online data collection/survey tool". The survey was administered via email invitation to students from March 27, 2019, through April 5, 2019. During this period, recipients were reminded of the survey and encouraged to participate.

Each survey group received the same survey instrument. The following description which was sent to all students.

"The School of Art, Craft & Design is in the process of gaining approval to offer a Bachelor of Science in Studio Arts degree. This liberal arts degree would require core art courses (2D Design, 3D design, Drawing, etc.), general education courses, plus several elective hours. With these electives, students could pursue a minor in another area of study, or apply them to additional art courses in their area of interest. The degree will be an option for new students and also an option for current students who decide they do not want to pursue the professional Bachelor of Fine Arts degree (excluding Art Education), but who want a degree in art. The Bachelor of Science affords significant curricular flexibility and students' culminating experience will be a group exhibition instead of a solo exhibition (glass, metals, clay, fibers, wood,

painting). Note: the current Bachelor of Fine Arts degree will continue, as usual. The proposal is to add a different degree option for students who are interested in an alternative to the BFA."

The survey questions were designed to gauge student interest in the proposed degree program.

Questions addressed key areas of importance such as students' strength of interest, potential date of enrollment, and the benefits of the program to the students' future endeavors. Demographic information was collected and students were permitted to share their viewpoint of the program in an open-ended question format.

8.1

Description of Sample

Current undergraduates of Art were invited to participate in the survey. Of the 75 freshman, sophomore, and juniors surveyed, 34 responded for a 45.33% response rate. Thirty-two of the fifty-seven undergraduate seniors yielded a response rate of 56.14%. The table below summarizes the data collected from the survey instrument.

Results

The response rates of both groups were satisfactory for the purpose of this study. The questionnaire required students to select an answer choice to proceed to the next question. The survey began with the question, "[h]ave you read the description of the proposed Bachelor of Science Degree in Studio Arts?" The purpose of the question was to ensure that all participants understood the proposed program and could informatively answer the questions that followed. If the student was not aware of the program description, he/she was given the option to review it before continuing the survey. The description was reviewed by all but one Art student before continuing to answer the questionnaire.

Approximately 9.63% of freshman-junior respondents signaled high interest in the start-up of this program offering with 45.16% having moderate interest. 23% of respondent's desire to enroll in the program immediately if the program commenced in Fall 2019. When students were asked if the proposed degree program better aligned with their future endeavors than currently offered degree programs, 0% selected "definitely yes" and 47.06% selected "probably yes", while 11.76% indicated the degree program did not better align with future ventures. 29% percent of seniorsestimated enrolling in the program immediately if offered. Approximately 17.65% of senior respondents consider the proposed degree program to be better aligned with their future careers than the presently offered degree program. Table 1 displays the results of each survey question.

Table 1: Survey Results

Student Interest Survey Results for Proposed Degree Program in Art: Bachelor of Science Degree in Studio Arts				
Identify your current academic status	Freshman, Sophomore, Junior Count	Freshman, Sophomore, Junior Respondents %	Senior Count	Senior Respondents %
Freshman	9	26.47	N/A	N/A
Sophomore	12	35.29	N/A	N/A
Junior	13	38.24	N/A	N/A
First Semester Senior	N/A	N/A	15	46.88
Second Semester Senior	N/A	N/A	9	28.13
Senior Status For More Than 2 Semesters	N/A	N/A	8	25
Have you read the description of the proposed Bachelor of Science Degree in Studio Arts which was enclosed in the email with the link to this survey?	Freshman, Sophomore, Junior Count	Freshman, Sophomore, Junior Respondents %	Senior Count	Senior Respondents %
Yes	20	58.82	23	74.19
No, but I would like to review the description	13	38.24	8	25.81
No, and I would not like to review the description	1	2.94	0	0
To what extent are you interested in pursuing studies toward a Bachelor of Science Degree in Studio Arts if offered at Tennessee Tech University?	Freshman, Sophomore, Junior Count	Freshman, Sophomore, Junior Respondents %	Senior Count	Senior Respondents %
Very	3	9.68	5	16.67
Moderately	14	45.16	12	40
Not at all	14	45.16	13	43.33
Is a Bachelor of Science Degree in Studio Arts better aligned with your future endeavors than currently offered degree programs?	Freshman, Sophomore, Junior Count	Freshman, Sophomore, Junior Respondents %	Senior Count	Senior Respondents %
Definitely yes	0	0	3	17.65
Probably yes	8	47.06	5	29.41
Might or might not	7	41.18	4	23.53
Probably not	2	11.76	5	29.41
Definitely not	0	0	0	0
How soon would you enroll in the proposed Bachelor of Science Degree in Studio Arts if one were to be established in Fall 2019?	Freshman, Sophomore, Junior Count	Freshman, Sophomore, Junior Respondents %	Senior Count	Senior Respondents %
Immediately	4	23.53	5	29.41
1 year	N/A	N/A	4	23.53
2 years	4	23.53	3	17.65
3 years	2	11.76	N/A	N/A
Not at all	7	41.18	5	29.41

8.1

If this program moves forward, would you like to be kept informed?	Freshman, Sophomore, Junior Count	Freshman, Sophomore, Junior Respondents %	Senior Count	Senior Respondents %
Yes	22	73.33	24	80
No	8	26.67	6	20

Local and Regional Need/Demand

Undergraduate degrees provide general market skills that can be used in many different occupations, and make the acquisition of specific skills easier and more efficient once a graduate is hired by an employer. It is quite common for college graduates to find employment in occupations that are seemingly unrelated to their undergraduate major. This is not an indication of a slack in demand, of excess supply of specific degree holders, or a mistake in the choice of major. It is the normal operation of a dynamic labor market that allocates available skills to employers who demand those skills.

The feasibility study team's view of the proposed major in studio arts remains consistent with the recommendations in the original feasibility study: the studio arts degree is unique in that it teaches students skills to specialize in art and also offers flexibility to find jobs in a diverse range of fields. An Art student entering another field does not necessarily mean they've abandoned their Art skills. These skills have likely given them that ability to cross-over into different industries, which makes the degree highly valuable.

The proposed major in Studio Arts, based on skillsets taught in its traditional curriculum, may be more resilient when compared to others, in an economic downturn. Further, as an economy begins its upswing, the major may complement growth in technology jobs that could potentially lead to a recovery. These trends described could take place as the pandemic ends and the national economy recovers.

The strong belief is held that although potential graduates in Studio Arts may find employment in the regions surrounding Tennessee Tech, the likelihood is high that they would find employment throughout the state. This result sheds a positive light on the value of the degree across different sectors and regions. Given the aforementioned points, additional searches for local and regional data for other in TN did yield select results. This information is presented in the sections that follow.

8.1

REMI: Arts, entertainment, and recreation

REMI economic impact software provides regional data for the Upper Cumberland Region. The data is available through a customized for labor and workforce data baseline forecast provided by REMI. (Appendix 5)

While the data presented here is specific to the Upper Cumberland Region, it is not disaggregated to represent “Studio Arts.” Rather, REMI uses a broad definition, such as “Arts, Entertainment, and Recreation” to breakdown the region’s economic indicators. This result highlights the limitations regarding obtaining detailed information on regional data. Therefore, interpretation of the data in this section should be made with caution.

Table 2 presents jobs, as measured in “Individuals (Jobs)” for the Upper Cumberland Region (UCR) in the occupation in “Art and Design Workers” as they are employed in other sectors (see UCR, job distribution). For example, in the year 2018, approximately 18 individuals in the category “Art and Design Workers” found employment in the sector “Motion picture and sound recording industries” ; approximately 112 found employment in Professional, scientific, and technical services ; approximately 2 found employment in Education services private ; approximately 28 found employment in Performing arts, spectator sports, and related industries ; and 1 worker found employment in Museums, historical sites, and similar institutions.

Table 2: Art and Design Workers, job distribution by other sectors

	Motion picture & sound recording industries	Professional, scientific, & technical services	Education services private	Performing arts, spectator sports, & related industries	Museums, historical sites, & similar institutions
2018	17.759	112.433	1.965	28.491	1.733
2019	18.419	113.991	2.011	29.031	1.816
2020	18.980	114.898	2.051	29.454	1.900
2021	19.201	114.637	2.067	29.526	1.959
2022	19.360	114.249	2.081	29.590	2.013
2023	19.536	114.202	2.100	29.748	2.067
2024	19.776	114.614	2.119	29.973	2.115
2025	20.000	115.054	2.134	30.190	2.153

Table 3 presents jobs, as measured in “Individuals (Jobs)” for the Upper Cumberland Region (UCR) for Arts, entertainment, and recreation for the years 2018-2025 (see Jobs, UCR, Arts). The table shows that over the time period 2018-2025, the number of jobs are increasing steadily in Arts within the Upper Cumberland Region.

8.1

Table 3: Jobs, Upper Cumberland Region, Arts

2018	2019	2020	2021	2022	2023	2024	2025
1670.751	1696.890	1716.347	1721.534	1730.433	1746.643	1767.332	1787.095

Regional Economic Models Incorporated (REMI) provides a forecast for the number of jobs in Arts within the Upper Cumberland Region. For the period 2018-2025, the number of jobs are forecasted to increase steadily within the Upper Cumberland Region (Table 3). The REMI data also indicates that a significant number of Art and Design workers found work in other sectors, such as Motion Picture and Sound Recording, Education Services, Professional/Scientific/Technical services and Museum/historical sites and similar institutions (Table 2). These trends provide evidence for a local and regional need for the proposed BS degree due to its interdisciplinary focus and broader academic curriculum.

The Industry Profile analysis within REMI provides data on wages and salaries, compensation, and earnings by place of work for the Upper Cumberland Region for the broadly defined occupation Arts, entertainment and recreation (see REMI definitions). This data is presented in Table 4 (see Earnings, UCR, Arts in References ; see Industry Profile, UCR, Arts in References). Because the data here is likely more broadly defined than a degree in studio arts, interpretations should be made with caution.

Table 4: Industry Profile, UCR, Arts (thousands of fixed (2018) dollars)

	2018	2019	2020	2021	2022	2023	2024	2025
Wages and salaries	18954.422	19604.133	20263.414	20761.825	21288.568	21858.648	22477.401	23094.698
Compensation	22205.492	22908.748	23667.067	24287.606	24961.903	25669.908	26425.973	27183.002
Earnings by place of work	38687.699	39843.551	41078.595	42061.651	43104.423	44203.293	45412.099	46625.002

The consulting team uses the 2017 Integrated Public Use Microdata Series (IPUMS) database from the American Community Survey of the Bureau of Labor and Statistics (BLS). Most BLS data are in the form of aggregated tables. IPUMS data are at the individual level. This allows for the construction of customized tables that can accommodate specific comparisons of interrelated variables.

Tennessee residents who hold an undergraduate degree in art find employment in many diverse occupations. Table 5 shows the top six occupations of Tennessee art majors and compares them to US art majors. The occupational distribution of Tennessee art majors is very similar to that of art majors in the rest of the US. (see appendix 4 for further explanation)

8.1

Table 5: Common Occupations for Art Majors (in percent)

	TN Art Majors	USA Art Majors
Arts, Design, Entertainment, Sports, and Media Occupations	31.9	29.8
Education, Training, and Library Occupations	10.6	8.7
Sales and Related Occupations	10.5	10.7
Management, Business, Science, and Arts Occupations	9.4	11.9
Office and Administrative Support Occupations	7.2	9.5
Computer and Mathematical Occupations	4.1	4.3

8.1

Table 6 reports summary statistics on the distribution of earnings of art majors in Tennessee and compares it to the distributions of US art majors, Tennessee workers in general, and all US workers. The average annual earnings of art majors in Tennessee regardless of current occupation is \$44,549. This is 86% of the mean earnings of US art majors. Since Tennessee workers overall earn 87% of all US workers, this is a reflection of the regional wage differences in the US, and not of a deficiency in pay for art majors in Tennessee.

Note also that the standard deviation of the earnings of Tennessee art majors is very similar to that of US art majors, though the interquartile range (third quartile minus first quartile) is much larger for US art majors. This is likely because the US Art major earnings distribution is more positively skewed.

Table 6: Earnings Distribution Comparisons

	TN Art Majors	US Art Majors	TN Workers	US Workers
mean	44,549	51,698	39,634	45,499
median	35,000	40,000	29,000	31,000
std deviation	53,389	52,260	49,403	56,281
1st quartile	20,000	22,000	13,300	14,700
3rd quartile	53,000	65,000	50,000	57,000

According to national statistics published by the Bureau of Labor Statistics (bls.gov), 560 of 105,620 jobs in the North Central TN Non-metropolitan area, which includes Putnam County, are in the arts. This likely means that a higher percentage of TN art majors will end up in business-sector or STEM related jobs, rather than art and

education positions. This is further justification for the proposed degree, which has broader curriculum and academic scope.

Further, when comparing the job force of the Putnam County region to the surrounding metropolitan regions, there are fewer jobs available per capita in the field of art. In Nashville, 15,050 of 376,480 jobs are in the arts. In Knoxville, 7,790 of 376,480 jobs are in the arts.

Since there are fewer art jobs available per capita in the Putnam County region, compared to the surrounding region (Nashville and Knoxville), there is a strong local and regional need for the proposed degree due to its interdisciplinary focus and broader academic curriculum. Art students who graduate with the proposed degree will acquire the skills to expand into other business-related or STEM sectors and art positions that don't follow the traditional modes of a studio arts career.

8.1

Employer Need/Demand

In this section, the focus is placed on assessing the employment opportunities and job outlook for the proposed Bachelor's degree in Art. The following section presents data and information obtained from the BLS and related sources. As mentioned earlier, there may be some overlap of information across the regional demand section and here. This is because labor markets do not treat these headings as mutually exclusive. In addition, regional demand and employer exhibit a dependent nature.

A student may seek the Bachelor of Science in Studio Arts to establish a "career in art, a broader career, or preparation for advanced study" (Winkle, Kimberly, LON, p. 5). Particular occupations in the marketplace, as defined by the Bureau of Labor and Statistics, that may accommodate the proposed degree are broad and diverse. Government statistics are available based on occupations that are directly, or indirectly related to the Arts. Although this information is valuable, it lacks insight into where art majors are finding employment along with other critical aspects in the marketplace.

Snapshot There are several occupational headings under the Occupational Outlook Handbook in the BLS related to studio arts. The following subheadings are Art Directors, Craft, and Fine Artists, Fashion Designers, Floral Designers, Graphic Designers, Industrial Designers, Interior Designers, and Multimedia Artists and Animators.

In order to analyze the potential market for a bachelor's degree in Studio Arts, it is useful to focus on a single, or a few similar occupations as defined by the BLS. And although a degree in Studio Arts will likely broaden the career choices for students, there may be a select number of occupational definitions that fit better than others. Based on the descriptions in the Sub-headings, this section follows Crafts and Fine Artists. The description reads "Craft and fine artists use a variety of materials and techniques to create art for sale and exhibition. Craft artists create handmade objects, such as pottery, glassware, textiles, and other objects that are designed to be functional. Fine Artists, including painters, sculptors, and illustrators, create original works of art for their aesthetic value, rather than for a functional one".

Summary information for the Crafts and Fine Artists reports a median annual salary for the nation of \$49,160, a number of jobs for 2016 in the nation of 53,400, and a projected growth rate from 2016 to 2026 of 6%. The BLS also offers a description of what duties this occupation fulfills, along with titles commonly used for these professions. Some of these include but are not limited to Cartoonists, Ceramic Artists, Furniture Makers, and Jewelry Artists.

The work environment for Craft and Fine Artists describes a detailed breakdown of the reported 53,400 jobs nationally as 1) Fine artists, including painters, sculptors, and illustrators at 28,000 2) Artists and related workers, all other at 12,800, and Craft Artists at 12,500. The largest employers nationally are as follows: Self-employed (55%), Independent artists, writers and performers (11%), Federal government (7%), Motion picture and sound (3%), and Personal care services (2%).

Job Outlook

The job outlook for Craft and Fine Artists, as proposed by the BLS, is largely dependent on business cycles in the economy. Most of the goods and services provided by workers in this occupation are likely to be sensitive to economic downturns. The BLS reports that during an economic downturn, spending on these goods and services may be disproportionately lower than other goods. This is primarily due to these goods and services demonstrating an income elasticity greater than 1.6. Therefore, the demand for labor, which is a derived demand emanating from the output market, will also be sensitive.

The BLS also proposes that in a competitive marketplace, gaining monetary success may only come to the few that, in addition to having artistic skills, attain marketability in the economy. Regardless, the proposed degree in Studio Arts is likely to supply the average student with a balanced set of skills with the potential to thrive in the marketplace.

Employment projections for Craft and Fine Artists for the nation from 2016 to 2026 are as follows (percent changes in parentheses):

- Craft and fine artists: 53,400 to 56,500 (6%)
- Craft artists: 12,500 to 13,100 (4%)
- Fine artists, painters and sculptors: 28,000 to 29,900 (7%)
- Artists and related 12,800 to 13,500 (5%)

When examining the employment by industry, the breakdown of which sectors are accepting these sub-occupations is provided Table 7 below summarizes briefly these results.

8.1

Table 7: Employment by Industry

	Top employment sectors
Craft artists	Self-employed, Arts, Entertainment, and Recreation, Manufacturing
Fine artists, painters, and sculptors	Self-employed, information sector, Independent artists, writers, and performers
Artists and related	Self-employed, Government

Similar occupations to Craft and Fine Artists are listed as Archivists, Curators, and Museum Workers, Art Directors, Fashion Designers, Graphic Designers, Industrial Designers, Jewelers, and Precious Stone and Metal Workers, Multimedia Artists and Animators, Photographers, and Woodworkers. These occupations may represent potential employment for the degree holder in Studio Arts or networking opportunities.

There are other resources highlighted in the BLS repository. These include the National Association of Schools of Art and Design, American Craft Council, New York Foundation for the Arts, The Association of Medical Illustrators, National Assembly of State Arts Agencies, and the National Endowment for the Arts. The American Craft Council, for example, offers a wide array of resources for the degree holder in Studio Arts. Some of these include Craft Museums in the U.S., National, and Regional Craft Organizations, Schools with Craft Workshop and Courses, and State Arts and Crafts Councils. (Appendix 4).

Industry Profiles

Under the Occupational Employment Statistics for the classification for Craft Artists (27-1012), industry profiles are provided. Sectors hiring the most Craft Artists are Independent Artists, Writers and Performers, Mineral Manufacturing, Performing Arts Companies, Motion Picture and Video companies, and Electronic Shopping and Mail-Order Houses. The same sectors are listed as having the highest concentration of Craft Artists are listed with the addition of Museums, Historical Sites, and Similar Institutions. Finally, the top-paying sectors for Craft Artists are Advertising, Public Relations, Motion Picture and Video Industries, Management of Companies and Enterprises, Colleges, Universities, and Professional Schools, and Performing Arts Companies. One can observe that a few industries, particularly in the top paying, are outside of the traditional career paths of fine arts. These include Advertising and Public Relations along with Management of Companies and Enterprises.

The top-paying sectors for Craft Artists, as listed previously, report annual mean wages in the table below:

Table 8: Mean wages of Top Paying Industries of Craft Artists

	Annual Salary
Advertising, Public Relations, and Related Services	\$64,950
Motion Picture and Video Industries	56,600
Management of Companies and Enterprises	52,800
Colleges, Universities, and Professional Schools	46,390
Performing Arts Companies	44,050

Future Sustainable Need/Demand

A measure of industry-intensity for employment in art-related occupations, location quotients are presented here. A location quotient that is greater than one “indicates the occupation has a higher share of employment than average, and a location quotient less than one indicates the occupation is less prevalent in the area than average”. The location quotients for the major metropolitan areas in TN for Arts, Design, Entertainment, Sports, and Media Occupations are reported below. It is evident that the middle part of the state generates the highest concentration of industry representation.

Knoxville:	.75
Nashville Davidson Murfreesboro Franklin:	1.18
Memphis	.58
Chattanooga	.78
Johnson City	.52

The information presented in this study will be used in a summary analysis that follows this document. Labor market conditions in conjunction with the analysis presented here will be used to make recommendations on the short and long-run viability of this proposed degree in the marketplace.

Summary and Viability

Degree holders in the proposed Bachelor's degree in Studio Arts may experience greater flexibility in the marketplace compared to more narrowly focused art degrees. Although students choosing to fine-tune their skills in the arts, such as painting, sculpting, and craft-making, may benefit from a university education in those fields, job prospects may be highly-dependent on overall economic conditions. This is due to the specific, albeit highly-skilled, nature of the discipline.

During an economic downturn, the demand for arts and crafts commodities may subside, at times dramatically, as incomes fall. But the broader set of skills in the proposed Bachelor degree in Studio Arts may offer the degree holder more career alternatives to navigate an unstable economy. As outlined in the Letter of Notification, the degree will be designed "to build competency with a set of practical artistic and production skills".

The findings in the IPUMs data support this broader flexibility of the proposed degree in Studio Arts. As mentioned in the Regional Demand section, individuals often find jobs in a diverse range of occupations that may be outside their chosen field of study. For Tennessee art majors, this is especially true as the most common occupations are in areas such as education, sales, management, computers, and mathematics. When consideration is given to "where the art major finds employment" versus "whether art majors are finding jobs in art-related fields," the earnings of art majors across diverse occupations is competitive. The mean and median earnings for art majors in TN remain in-line with and sometimes surpass, earnings of other workers for the state and nation.

The outcome of the survey for the proposed degree in Studio Arts shows mixed results across student classification years. However, when the survey accounts for seniors close to graduation, there appears to be a healthy interest in enrollment if the degree were offered. Seniors may offer a unique perspective as they can compare their experiences in an existing program to a hypothetical proposed degree.

Although it is difficult to forecast the short and long-run viability of a degree in Studio Arts, the general belief is that this degree may offer more flexibility and resistance

to business cycles compared to related art degrees. Short-run fluctuations in the economy along with the traditional challenges associated with frictional unemployment may place strain on degree holders as they seek an ideal work setting. But due to the broader flexibility that this proposed degree offers, they are likely to find stable positions that utilize their artistic skills in a productive capacity. Overall, it is believed that the proposed degree in Studio Arts may become more viable in the long run. (Appendix 4)

Program cost/revenues:

The School of Art, Craft & Design will utilize resources presently available to develop, launch and support the new proposed program; no additional faculty, space, or significant equipment will be needed initially to successfully implement the curriculum. While our current BFA program is healthy, some of our studio courses are not currently at full enrollment capacity, thus we can accommodate additional students who are interested in pursuing the Bachelor of Science degree in our current course offerings. As the proposed degree program experiences growth, we will employ the teaching assistance of local qualified artists in our region to offer additional course sections of existing courses in existing studios/classrooms, as needed. Program revenues will support the salary of any additional adjunct faculty and needed equipment. As such, beyond implementing a new marketing and promotion program to include the new academic program, there are no other costs associated with the new degree. Our annual NASAD accreditation fees will not be affected by the expected growth in the program. The program will be supported via program revenues.

Table 9: Enrollment and Financial Projections

	Planning Year	Year 1	Year 2	Year 3	Year 4	Year 5
Expenses	\$2000	\$750	\$5100	\$5100	\$5550	\$5550
Tuition/fees (in-state)	\$0	\$73,654 (7 F/T students)	\$94,698 (9 F/T students)	\$126,264 (12 F/T students)	\$157,830 (15 F/T students)	\$210,440 (20 F/T students)
Net Profit	\$0	\$72,904	\$89,598	\$121,164	\$152,280	\$204,890

Revenues include: *Based on in-state tuition

-Tuition/fees (excluding housing or meal plan): \$5,261/student per semester at 12 credit hour enrollment x 2 semesters = \$10,522/year/student

8.1

Table 10: Program Expenses:

	Marketing/Promo	Add Adjunct	Supplies	Equipment	Total
Planning Year	\$1000	0	0	\$1000	\$2000
Year 1	\$750	0	0	0	\$750
Year 2	\$750	\$2250	\$100	\$2000	\$5100
Year 3	\$750	\$2250	\$100	\$2000	\$5100
Year 4	\$750	\$4650	\$150	0	\$5550
Year 5	\$750	\$4650	\$150	0	\$5550

Expenses are expected to be supported by proposed program revenues.

8.1

References:

Master Plan for Tennessee Postsecondary Education 2015-2025

<https://www.tn.gov/content/dam/tn/thec/bureau/research/other-research/master-plan/MasterPlanSummary.pdf>

Tennessee Tech Strategic Plan 2019: Tech Tomorrow

<https://www.ntech.edu/strategic>

Bureau of Labor Statistics

https://www.bls.gov/oes/2020/may/oes_4700003.htm

New Academic Program Proposal

Implementation Timeline:

External Judgement Site Visit: February 16, 2022
External Review Report to THEC: March 20, 2022
TN Tech Response to External Review: April 2022
TN Tech Board of Trustees: June 23, 2022
THEC Commission Approval: July 28, 2022
Degree implementation: Fall 2022

NOTE: Although THEC commission review date is very near the start of the fall 2023 semester, TN Tech and the SAC&D have been working to prepare for immediate implementation. We have the curriculum, space, and faculty in place for successful launch of the new degree program.

Institutional Approvals:

School of Art, Craft & Design Faculty: 09/20/2021
College of Fine Arts Curriculum Committee: 10/15/2021
University Curriculum Committee: 10/28/2021
Academic Council: 11/10/2021

Curriculum:

Program Learning Outcomes

- Students will develop visual sensitivity.
- Students will gain technical skills, perceptual development, and understanding of principles of visual organization suffice to achieve basic visual communication and expression in one or more media.
- Students will have the ability to make workable connection between concept and media.
- Students will have some familiarity with the works and intentions of major artists/designers and movements of the past and present.
- Students should understand the nature of contemporary thinking on art and design, and have gained at least a rudimentary discernment of quality in design projects and works of art.
- Students will explore additional areas of study to broaden their skills and experiences in other disciplines.
- Students will develop a set of skills and competencies relevant to their career interest, thus creating increased workplace viability.

Table 11: Program Requirements: these percentages satisfy NASAD accreditation standards

Studio or related area	Art/Design History	General Studies	Electives	Total Number of Units
39 credits	12	41	28	120
32.5%	10%	34.2%	23.3%	100%

Bachelor of Science in Studio Arts - List of Courses

TTU has an existing Bachelor of Fine Arts degree program, which will supply/support the Art content course needs for the proposed degree program; these courses are listed below.

8.1

Studio or Related Areas

Foundations – 18 credits

ART 1250	Intro to Digital Imaging	3 credits
ART 1320	Creative Studio	3 credits
ART 1340	Foundations Studio I	3 credits
ART 1350	Foundations Studio II	3 credits
ART 1045	Drawing I	3 credits
ART 1050	Drawing II	3 credits
<i>Or</i>		
ART 2330	Technical Drawing	3 credits
<i>Or</i>		
ART 2340	CAD for the Artist	3 credits

Studio Courses – 21 credits.

*ART 4000	Capstone Experience	3 credits
Select 6 or more from the following; 4 must be 3000 or 4000 level:		
ARED 1250	Digital Technologies in Art Ed.	3 credits
ARED 2050	STEAM Studio	2 credits
ART 2210	Introduction to Design	3 credits
ART 2220	Typography, Text and Image	3 credits
ART 2410	Painting I	3 credits
ART 2510	Intro to Clay	3 credits
ART 2540	Intro to Wheel-Throwing	3 credits
ART 2610	Introduction to Fibers	3 credits
ART 2710	Introduction to Glass	3 credits
ART 2810	Introduction to Metals	3 credits
ART 2910	Introduction to Woodworking	3 credits

ART 3210	Design Studio	3 credits
ART 3220	Design Studio II	3 credits
ART 3230	Design Studio III	3 credits
ART 3240	Illustration and Visual Narrative	3 credits
ART 3250/1	Independent Studies in Design	1, 2 or 3 credits
ART 3310	Drawing III	3 credits
ART 3320	Figure Studies	3 credits
ART 3410	Painting II	3 credits
ART 3420	Painting III	3 credits
ART 3421	Painting IV	3 credits
ART 3430	Independent Studies in Painting	1, 2, or 3 credits
ART 3431	Independent Studies in Painting	1, 2, or 3 credits
ART 3510	Clay on the Wheel	3 credits
ART 3511	Intermediate Hand-building	3 credits
ART 3540	Intermediate Wheel-Throwing	3 credits
ART 3520	Advanced Clay Studio	3 credits
ART 3521	Advanced Clay Studio	3 credits
ART 3530/1	Independent Studies in Clay	1, 2, or 3 credits
ART 3610	Weaving I	3 credits
ART 3611	Weaving II	3 credits
ART 3620	Surface Design I	3 credits
ART 3621	Surface Design II	3 credits
ART 3630/1	Independent Studies in Fibers	1, 2, or 3 credits
ART 3640	3D Structures in Fibers I	3 credits
ART 3641	3D Structures in Fibers II	3 credits
ART 3650	Fiber Art Studio I	3 credits
ART 3651	Fiber Art Studio II	3 credits
ART 3710	Intermediate Glass Studio	3 credits
ART 3711	Intermediate Glass Studio	3 credits
ART 3720	Advanced Glass Studio	3 credits
ART 3730	Independent Studies in Glass	1, 2, or 3 credits
ART 3740	Warm Glass Studio	3 credits
ART 3750	Production Processes in Glass	3 credits
ART 3810	Metals studio-Metalsmithing	3 credits
ART 3811	Metals studio-Metalsmithing	3 credits
ART 3820	Metals studio-Blacksmithing	3 credits
ART 3821	Metals studio-Blacksmithing	3 credits
ART 3830	Independent Studies in Metals	1, 2, or 3 credits
ART 3099	Professional Practices for the Artist	3 credits
ART 3910	Intermediate Wood Studio	3 credits
ART 3911	Intermediate Wood Studio	3 credits
ART 3920	Advanced Wood Studio	3 credits

ART 3921	Advanced Wood Studio	3 credits
ART 3930	Independ. Studies in Woodworking	1, 2, or 3 credits
ART 3940	Woodturning	3 credits
ART 4240	Special Problems in Design	3 credits
ART 4310	Independent Studies in Drawing	1, 2, or 3 credits
ART 4640	Special Problems in Fibers	1, 2, or 3 credits
ART 4740	Special Problems in Glass	1, 2, or 3 credits
ART 4840	Special Problems in Metals	1, 2, or 3 credits
ART 4940	Special Problems in Wood	1, 2, or 3 credits

Total Studio or Related Areas 39 credits = 32.5%

*denotes a new course

Art/Design History

Art History – 6 credits

Art 2000	Art History Survey I	3 credits
Art 2020	Art History Survey II	3 credits

Upper division Art History – 6 credits, select two

Art 3130	Art Since 1900	3 credits
Art 3150	History of Crafts	3 credits
Art 3170	History of Design	3 credits
Art 3180	History of Prints	3 credits
Art 3190	Medieval Art History	3 credits
Art 4040	Art Criticism and Aesthetic Understanding	3 credits
Art 4100	Art Tour	3 credits

Total Art/Design History 12 credits = 10%

General Studies

Communication – 9 credits

ENGL 1010	English Composition I	3 credits
ENGL 1020	English Composition II	3 credits
COMM2025	Fundamentals of Communication	3 credits
Or		
PC 2500	Communicating in the Professions	3 credits

Humanities and/or Fine Arts – 9 credits

Select one from the following:

ART 1035	Introduction to Art	3 credits
ART 2000	Art history Survey I	3 credits

ART 2020	Art History Survey II	3 credits
ENGL 2130	Topics in American Literature	3 credits
ENGL 2235	Topics in British Literature	3 credits
ENGL 2330	Topics in World Literature	3 credits

Select 2 from the following:

FLST 2520	The Cultures and Peoples of N. Africa	3 credits
FREN 2510	French Culture and Civilization	3 credits
GERM 2520	German Culture and Civilization	3 credits
HIST 1310	Science and World Cultures	3 credits
HIST 2210	Early Western Civilization	3 credits
HIST 2310	Early World History	3 credits
HIST 2220	Modern Western Civilization	3 credits
HIST 2320	Modern World History	3 credits
MUS 1030	Music Appreciation	3 credits
PHIL 1030	Introduction to Philosophy	3 credits
RELS 2010	Introduction to Religious Studies	3 credits
SPAN 2510	Spanish Culture and Civilization	3 credits
SPAN 2550	Latin Amer. Culture and Civilization	3 credits
THEA 1030	Introduction to Theater	3 credits

Natural Sciences – 8 credits. Select 2 or 3 from the following:

ASTR 1010	Introduction to Modern Astronomy I	4 credits
ASTR 1020	Introduction to Modern Astronomy II	4 credits
BIOL 1010	Introduction to Biology	4 credits
BIOL 1020	Diversity of Life	4 credits
BIOL 1080	Concepts of Biology	4 credits
BIOL 1113	General Biology I	4 credits
BIOL 1123	General Biology II	4 credits
BIOL 2010	Human Anatomy and Physiology I	4 credits
BIOL 2020	Human Anatomy and Physiology II	4 credits
BIOL 2310	General Botany	4 credits
CHEM 1010	Introductory Chemistry I	4 credits
CHEM 1020	Introductory Chemistry II	4 credits
CHEM 1110	General Chemistry I	4 credits
CHEM 1120	General Chemistry II	4 credits
CHEM 1310	Concepts of Chemistry	3 credits
GEOL 1040	Physical Geology	4 credits
GEOL 1045	Earth Environ., Resources and Society	4 credits
GEOL 1070	Concepts of Geology	3 credits
GEOL 2100	Weather and Climate Systems	4 credits
PHYS 1310	Concepts of Physics	3 credits

PHYS 2010	Algebra-based Physics I	4 credits
PHYS 2020	Algebra-based Physics II	4 credits
PHYS 2110	Calculus-based Physics I	4 credits
PHYS 2120	Calculus-based Physics II	4 credits

Mathematics – 3 credits. Select one from the following:

MATH 1010	Math for General Studies	3 credits
MATH 1130	College Algebra	3 credits
MATH 1420	Geometry Concepts for Teachers	3 credits
MATH 1530	Introductory Statistics	3 credits
MATH 1630	Finite Mathematics	3 credits
MATH 1710	Pre-Calculus Algebra	3 credits
MATH 1720	Pre-Calculus Trigonometry	3 credits
MATH 1730	Pre-Calculus Mathematics	3 credits
MATH 1830	Applied Calculus	3 credits
MATH 1910	Calculus I	4 credits

History – 6 credits.

HIST 2010	Early United States History	3 credits
HIST 2020	Modern United States History	3 credits

Social/Behavioral Science – 6 credits. Select two from the following:

AGBE 2010	World Food and Society	3 credits
ANTH 1100	Introduction to Anthropology	3 credits
ECON 2010	Principles of Microeconomics	3 credits
ECON 2020	Principles of Macroeconomics	3 credits
ESS 1100	Introduction to Environmental Studies	3 credits
EXPW 2015	Concepts of Health and Wellness	3 credits
GEOG 1012	Cultural Geography	3 credits
GEOG 1130	Geography of Natural Hazards	3 credits
JOUR 1110	Media and Social Institutions	3 credits
POLS 1030	American Government	3 credits
PSY 1030	Introduction to Psychology	3 credits
SOC 1010	Introduction to Sociology	3 credits
WGS 2010	Intro to Women and Gender Studies	3 credits

Total General Studies 41 credits = 34.2%

Electives

Students must complete 28 credits of open electives from any discipline at any level. It is encouraged for students to complete 15 of the required 28 hours towards completion of a minor degree. *Comprehensive list of*

course descriptions are found on the institution website,
<https://catalog.tntech.edu/content.php?catoid=29&navoid=6106>

Total electives 28 = 23.3%

NOTE: Tennessee Tech University requires students to complete at least 36 hours of Upper Division (3000/4000 level classes) to graduate. These classes can include major degree courses, minor degree courses, or electives.

All art majors must earn a grade of "C" or above in all art courses in order to earn course credit towards graduation. A lower grade requires repeat of the course.

8.1

Bachelor of Science in Studio Arts - Program of Study

FRESHMAN YEAR							
1 st Semester				2 nd Semester			
Course	Hrs.	Gr.	Sub Filed	Course	Hrs.	Gr.	Sub Filed
ENGL 1010 Writing I <i>(Minimum grade of C must be earned)</i>	3			ENGL 1020 Writing II <i>(Minimum grade of C must be earned)</i>	3		
ART 1340- Foundation Studio I	3			ART 1350-Foundation Studio II Or ART 1259-Intro to Digital Imaging	3		
ART 1320 – Creative Studio	3			ART 1045-Drawing I	3		
Gen. Ed Math-	3			ART 2000-Survey of Art History I	3		
Gen Ed Humanities/Fine Arts	3			Gen Ed Social Behavior Science	3		
TOTAL	15			TOTAL	15		

SOPHOMORE YEAR							
1 st Semester				2 nd Semester			
Course	Hrs.	Gr.	Sub Filed	Course	Hrs.	Gr.	Sub Filed
ART 1350-Foundations Studio II OR ART 1250-Intro to Digital Imaging	3			Studio Elective course	3		
ART 1050-Drawing II OR ART 2330-Technical Drawing OR ART 2340-CAD for the Artist	3			Elective	3		
ART 2120-Survey of Art History II	3			Elective	3		
Gen Ed: HIST 2010-American History I	3			Gen Ed: HIST 2020-American History II	3		
Gen Ed: Natural Science Elective	4			Gen Ed: Natural Science Elective	4		
TOTAL	16			TOTAL	16		

JUNIOR YEAR							
1st Semester				2nd Semester			
<i>Course</i>	Hrs.	Gr.	<i>Sub Filed</i>	<i>Course</i>	Hrs.	Gr.	Sub Filed
Upper Division-Studio Elective course	3			Upper Division-Studio Elective course	3		
Studio Elective course	3			Upper Division -Studio Elective	3		
Elective	3			Art History Elective (Upper Division)	3		
Art History Elective (Upper Division)	3			Elective	3		
ENGL 2130, 2235, OR 2330	3			Gen Ed: COMM 2025 OR PC 2500	3		
TOTAL	15			TOTAL	15		

8.1

SENIOR YEAR							
1st Semester				2nd Semester			
<i>Course</i>	Hrs.	Gr.	<i>Sub Filed</i>	<i>Course</i>	Hrs.	Gr.	Sub Filed
Upper Division-Studio Elective course	3			ART 4000-Capstone Experience	3		
Elective	3			Elective	3		
Elective	3			Elective	3		
Elective	3			Elective	1		
Gen Ed: Social Behavioral Science	3			Gen Ed: Humanities/Fine Arts Elective	3		
TOTAL	15			TOTAL	13		

All art majors must earn a grade of “C” or above in all art courses in order to earn credit towards graduation. A lower grade requires repeat of the course.

Tennessee Tech University requires students to complete at least 36 hours of Upper Division (3000/4000 level classes) to graduate. These classes can include major degree courses, minor degree courses, or electives. 21 hours of Upper Division coursework is built into Bachelor of Science in Studio Arts curriculum; the remaining 15 hours can be taken in any discipline, including Art.

Optional Minor Degree

Students are encouraged to pursue a minor in one of the following disciplines: (15 credits)

- Accounting
- Agriculture
- Aquatics
- Astronomy

Business Information Technology and Analytics
Business Management
Biology
Business
Caregiving
Chemistry
Coaching
Communication
Computer Science Education
Computer Science
Criminal Justice
Early Childhood Education
Education
Elementary Education
English as a Second Language
English
Environmental Engineering
Environmental Studies
Event Planning
Exercise Science
Family Sciences
Foreign Language
Foundations of Education
Health and Wellness
History
Housing and Design
Human Ecology
Human Resource Management
Humanities
International Business
International Studies
Leadership
Leadership & Military Science
Manufacturing and Engineering Technology
Materials Science and Engineering
Merchandising and Design
Middle Grades
Music History
Music Performance
Music Technology
Music Theory and Composition
Natural Resources
Parks and Protected Areas
Physics

8.1

Professional and Technical Communication
 Psychology
 Race and Ethnic Studies in the United States
 Reading
 Religious Studies
 Social Science
 Secondary Education
 Science
 Special Education
 Women and Gender Studies

8.1

Table 12: Students can select from the following courses to fulfill the 18 hours of Studio Elective requirements; 12 hours must be upper division studio courses:

Course	Title	Credits	Course	Title	Credits
ARED 1250	Digital Tech. in Art Ed	3 credits	Art 3611	Weaving II	3 credits
ARED 2050	STEAM Studio	2 credits	Art 3620	Surface Design I	3 credits
Art 2210	Introduction to Design	3 credits	Art 3621	Surface Design II	3 credits
Art 2220	Typography, Text and Image	3 credits	Art 3630	Independent Studies in Fibers	1, 2, or 3 credits
Art 2410	Painting I	3 credits	Art 3640	3D Structures in Fibers I	3 credits
Art 2510	Intro to Clay	3 credits	Art 3641	3D Structures in Fibers II	3 credits
Art 2540	Intro to Wheel-throwing	3 credits	Art 3650	Fiber Art Studio I	3 credits
Art 2610	Introduction to Fibers	3 credits	Art 3651	Fiber Art Studio II	3 credits
Art 2710	Introduction to Glass	3 credits	Art 3710	Intermediate Glass Studio	3 credits
Art 2810	Introduction to Metals	3 credits	Art 3711	Intermediate Glass Studio	3 credits
Art 2910	Introduction to Woodworking	3 credits	Art 3720	Advanced Glass Studio	3 credits
Art 3099	Professional Practices for the Artist	3 credits	Art 3730	Independent Studies in Glass	1, 2, or 3 credits
Art 3210	Design Studio	3 credits	Art 3740	Warm Glass Studio	3 credits
Art 3220	Design Studio II	3 credits	Art 3750	Production Processes in Glass	3 credits
Art 3230	Design Studio III	3 credits	Art 3810	Metals studio-Metalsmithing	3 credits
Art 3240	Illustration and Visual Narrative	3 credits	Art 3811	Metals studio-Metalsmithing	3 credits
Art 3250/1	Independent studies in design	1,2, or 3 credits	Art 3820	Metals studio-Blacksmithing	3 credits

Art 3310	Drawing III	3 credits	Art 3821	Metals studio- Blacksmithing	3 credits
Art 3320	Figure Studies	3 credits	Art 3830	Independent Studies in Metals	1, 2, or 3 credits
Art 3410	Painting II	3 credits	Art 3910	Intermediate Wood Studio	3 credits
Art 3420	Painting III	3 credits	Art 3911	Intermediate Wood Studio	3 credits
Art 3421	Painting IV	3 credits	Art 3920	Advanced Wood Studio	3 credits
Art 3430	Independent Studies in Painting I	1, 2, or 3 credits	Art 3921	Advanced Wood Studio	3 credits
Art 3431	Independent Studies in Painting II	1, 2, or 3 credits	Art 3930	Independ. Studies in Woodworking	1, 2, or 3 credits
Art 3510	Clay on the Wheel	3 credits	Art 3940	Woodturning	3 credits
Art 3511	Intermediate Hand- building	3 credits	Art 4240	Special Problems in Design	4 credits
Art 3520	Advanced Clay Studio	3 credits	Art 4310	Independent Studies in Drawing	1, 2, or 3 credits
Art 3521	Advanced Clay Studio	3 credits	Art 4640	Special Problems in Fibers	1, 2, or 3 credits
Art 3530	Independent Studies in Clay	1, 2, or 3 credits	Art 4740	Special Problems in Glass	1, 2, or 3 credits
Art 3540	Intermediate wheel- throwing	3 credits	Art 4840	Special Problems in Metals	1, 2, or 3 credits
Art 3610	Weaving I	3 credits	Art 4940	Special Problems in Wood	1, 2, or 3 credits

Additional Program Requirements:

Grade level requirements

Upper Division students at Tennessee Tech must maintain a 2.0 grade point average to remain in good standing (see Appendix 2). Consistent with the School of Art, Craft & Design requirements for its Bachelor of Fine Arts degree program, all courses in the Bachelor of Science require a grade of "C" (2.0 quality points) in each required studio arts class and art history class.

Sophomore Assessment

Students in one of the School of Art, Craft & Design's BFA studio concentrations with approximately 45 - 60 earned hours are screened for appropriate progress in art foundations classes, general education classes, and classes in the concentration studio. Studio faculty assess whether the level of accomplishment

(the quality of the artwork) in at least two classes in the concentration is sufficient to support a recommendation to continue in upper division work in that studio. If a student is not granted recommendation for advancement into the professional BFA degree program, the liberal arts focused Bachelor of Science in Studio Arts degree program will be recommended instead. With the absence of specialization, students who struggle with the conceptual and technical rigors to gain the high level of proficiency required of the BFA degree are potentially good candidates for the more liberal arts Bachelor of Science degree focus. The “sophomore assessment” instrument will not be utilized with students who enter the program as Bachelor of Science in Studio Arts majors since the degree's focus is breadth versus specialization. However, Bachelor of Science in Studio Arts majors, like their BFA peers, will be required to earn a grade of “C” or higher in all studio art and art history courses to receive credit towards graduation.

Bachelor of Science in Studio Arts Capstone Experience

Tennessee Tech University requires a capstone experience for all of its Baccalaureate degrees. The Senior Thesis process that is established and which is currently required for TTU BFA students in the clay, fibers, glass, metals, painting and wood concentrations (see Appendix 7) will not be required of Bachelor of Science in Studio Arts students. Due to the generalized focus of the liberal arts Bachelor of Science in Studio Arts degree, expectations of the BFA Senior Thesis experience are far too specialized for the Bachelor of Science in Studio Arts degree requirements as defined by NASAD standards. Instead, all Bachelor of Science in Studio Arts graduating seniors will satisfy the university required capstone experience by successfully completing the new Capstone Experience course: ART 4000, in which the primary experience will involve mounting a group exhibition of their artworks. With further course development definition of primary objectives, rubrics and instruments for evaluation, or specific definitions of scope and quality of achievement will be established; these will align with the NASAD standards and learning outcomes for graduates of the liberal arts Bachelor of Science in Studio Arts degree.

Current Courses and Existing Programs

Current courses for Bachelor of Science in Studio Arts currently offered in our existing Bachelor of Fine Art degree program.

ARED 1250	Digital Technologies in Art Ed	3 credits
ARED 2050	STEAM Studio	2 credits
ART 1320	Creative Studio	3 credits
ART 1340	Foundations Studio I	3 credits
ART 1350	Foundations Studio II	3 credits
ART 1045	Drawing I	3 credits

ART 1050	Drawing II	3 credits
ART 2330	Technical Drawing	3 credits
ART 2340	CAD for the Artist	3 credits
ART 1250	Intro to Digital Imaging	3 credits
ART 3099	Professional Practices for the Artist	3 credits
ART 2210	Introduction to Design	3 credits
ART 2220	Typography, Text and Image	3 credits
ART 2410	Painting I	3 credits
ART 2510	Intro to Clay	3 credits
ART 2540	Intro to Wheel-Throwing	3 credits
ART 2610	Introduction to Fibers	3 credits
ART 2710	Introduction to Glass	3 credits
ART 2810	Introduction to Metals	3 credits
ART 2910	Introduction to Woodworking	3 credits
ART 3099	Professional Practices of the Artist	3 credits
ART 3210	Design Studio	3 credits
ART 3220	Design Studio II	3 credits
ART 3230	Design Studio III	3 credits
ART 3240	Illustration and Visual Narrative	3 credits
ART 3250/1	Independent Studies in Design	1, 2 or 3 credits
ART 3310	Drawing III	3 credits
ART 3320	Figure Studies	3 credits
ART 3410	Painting II	3 credits
ART 3420	Painting III	3 credits
ART 3421	Painting IV	3 credits
ART 3430	Independent Studies in Painting	1, 2, or 3 credits
ART 3431	Independent Studies in Painting	1, 2, or 3 credits
ART 3510	Clay on the Wheel	3 credits
ART 3511	Intermediate Hand-building	3 credits
ART 3540	Intermediate Wheel-Throwing	3 credits
ART 3520	Advanced Clay Studio	3 credits
ART 3521	Advanced Clay Studio	3 credits
ART 3530/1	Independent Studies in Clay	1, 2, or 3 credits
ART 3610	Weaving I	3 credits
ART 3611	Weaving II	3 credits
ART 3620	Surface Design I	3 credits
ART 3621	Surface Design II	3 credits
ART 3630/1	Independent Studies in Fibers	1, 2, or 3 credits
ART 3640	3D Structures in Fibers I	3 credits
ART 3641	3D Structures in Fibers II	3 credits
ART 3650	Fiber Art Studio I	3 credits
ART 3651	Fiber Art Studio II	3 credits
ART 3710	Intermediate Glass Studio	3 credits
ART 3711	Intermediate Glass Studio	3 credits

ART 3720	Advanced Glass Studio	3 credits
ART 3730	Independent Studies in Glass	1, 2, or 3 credits
ART 3740	Warm Glass Studio	3 credits
ART 3750	Production Processes in Glass	3 credits
ART 3810	Metals studio-Metalsmithing	3 credits
ART 3811	Metals studio-Metalsmithing	3 credits
ART 3820	Metals studio-Blacksmithing	3 credits
ART 3821	Metals studio-Blacksmithing	3 credits
ART 3830	Independent Studies in Metals	1, 2, or 3 credits
ART 3910	Intermediate Wood Studio	3 credits
ART 3911	Intermediate Wood Studio	3 credits
ART 3920	Advanced Wood Studio	3 credits
ART 3921	Advanced Wood Studio	3 credits
ART 3930	Independ. Studies in Woodworking	1, 2, or 3 credits
ART 3940	Woodturning	3 credits
ART 4240	Special Problems in Design	3 credits
ART 4310	Independent Studies in Drawing	1, 2, or 3 credits
ART 4640	Special Problems in Fibers	1, 2, or 3 credits
ART 4740	Special Problems in Glass	1, 2, or 3 credits
ART 4840	Special Problems in Metals	1, 2, or 3 credits
ART 4940	Special Problems in Wood	1, 2, or 3 credits
ART 2000	Art History Survey I	3 credits
ART 2020	Art History Survey II	3 credits
ART 3130	Art Since 1900	3 credits
ART 3150	History of Crafts	3 credits
ART 3170	History of Design	3 credits
ART 3180	History of Prints	3 credits
ART 3190	Medieval Art History	3 credits
ART 4040	Art Criticism and Understanding	
	Aesthetics	3 credits
ART 4100	Art Tour	3 credits

New Courses Needed:

Art 4000: Capstone Experience. 3 credits

Tennessee Tech University requires a capstone experience for all of its Baccalaureate degrees. The Senior Thesis process that is established and that is currently being implemented for TTU BFA students in the clay, fibers, glass, metals, painting, dual-studio, and wood concentrations will not be required of Bachelor of Science in Studio Arts students. Due to the generalized focus of the liberal arts Bachelor of Science in Studio Arts degree, expectations of the BFA Senior Thesis experience are too specialized for the Bachelor of Science in Studio Arts degree requirements as defined by NASAD standards. Instead, all Bachelor of Science in

Studio Arts graduating seniors will satisfy the university required capstone experience by successfully completing the new Capstone Experience course: ART 4000, in which the primary experience will involve mounting a group exhibition of their artworks.

Art 4000 Senior Capstone Experience Course description:

The senior capstone is intended to verify the student's ability to conceive, plan and execute a small body of work appropriate to the liberal arts degree. The senior capstone group exhibition body of work should represent a cohesive, aesthetically unified, group of works fulfilling the senior capstone project. In some cases, works completed before the capstone semester may be included in the group exhibition, subject to approval of the faculty. The student will be required explain and defend the conceptual framework and process of the senior capstone work.

Distance Learning:

While there are no distance learning courses required for the proposed degree program, students may opt to complete non-art course requirements via distance learning. At this time, the only School of Art, Craft & Design course offered via distance learning is a General Education Humanities course, Art 1035: Introduction to Art, 3 credits.

Course Syllabi

All current School of Art, Craft & Design course syllabi are included in appendix 7, including the new required course, Art 4000, Capstone Experience.

Academic Standards:

Admission Standards:

The admission policies and practices of the University are intended to assist students of varied backgrounds including but not limited to race, religion, color, creed, sex, and disabling conditions to gain admission to the University. The University actively seeks students of diversity due to a lack of critical mass of these unrepresented groups and encourages them to apply for admission and to inquire about programs. The admission standards are designed to assure students the best possibility of success at the University.

Admission to Freshmen Standing

An applicant who has not enrolled in college courses following high school graduation or receiving a high school equivalent (HSE) diploma, GED/HiSET may be considered for admission as an undergraduate freshman. To gain admission to the University as a freshman student, one must meet the following requirements:

Graduates of public and non-public (including private schools, home schools, and church-related schools) high schools must provide an official high school transcript showing credits earned and date of graduation. Provisional admissions on academic merit through the sixth or seventh semester can be made; however, a final high school transcript showing graduation date and satisfactory grades must be received by the Office of Admissions before full admission can be granted.

The University upholds the requirements and recommendations of the State of Tennessee for Tennessee non-public schools:

www.state.tn.us/education/schools/non_public_schools.shtml. Out-of-state, online, and international schools are subject to a case-by-case evaluation to uphold a similar standard. Applicants who cannot provide a satisfactory secondary school credential may substitute acceptable scores on the GED or HiSET examination.

High School Curriculum Requirements: Students graduating from high school must complete a distribution of college preparatory courses. The required courses in the Tennessee High School Diploma provide an example of such courses (see [TBR Admissions Policy 2:03:00:00 Section II.B.1.a.\(4\)](#)).

Admission requirements for new freshman applicants must have a 2.5 high school GPA and a 17 ACT Composite score (or a 930 SAT Critical Reading and Math score). Additionally, new freshman applicants must score at least a 15 on each subscore of the ACT (440 SAT ERW and 400 SAT Math). Students with a final 3.0 high school GPA or higher will be admitted regardless of test scores, but test scores may still be required for course placement purposes.

Students that are over 21 years of age are exempted from the ACT/SAT requirement but must meet the required score on a course placement exam such as the ACCUPLACER.

Students who do not meet the above requirements will be reviewed by the Holistic Review Committee and a more individual review will be used to evaluate the application for admission. Students volunteering information regarding a handicapping condition will be assessed on an individual basis.

Admission to the College of Engineering also requires a high school GPA of 3.00, an ACT composite score of 20, and an ACT mathematics score of 22. Admission to the mathematics major also requires an ACT mathematics score of 21.

Applicants whose native language is not English may be required to take a placement test or submit test scores for the purpose of validating previous English study and/or placement in English courses, including English composition and English as a Second Language.

Applicants for admission to freshman standing who have been enrolled at another college or university must submit official transcripts from each institution attended.

Admission by Examination

Applicants who have not graduated from high school but whose corresponding high school class has graduated must submit an official transcript of the General Educational Development (GED) or HiSET Test. A minimum of a 162 GED (525+ 2002-2013 or 52+ pre-2002) or 13 HiSET score is required for admission. An ACT score is also required of (1) all applicants who are under 21 years of age or (2) all applicants regardless of age, who are seeking majors in engineering, nursing, or pre-professional programs. All GED/HiSET students must also take the ACCUPLACER exam unless ACT/SAT scores are less than three years old.

Admission as a Transfer Student

An applicant who has begun college elsewhere following high school graduation or the awarding of a high school equivalent diploma (GED or HiSET) is a transfer student. If the student has completed less than twenty-four transferable semester hours of degree credit (college-level courses), the applicant will be evaluated using the admission requirements for freshmen applicants.

1. Transfer applicants must meet the following academic standards based on all of their previous college-level coursework at all institutions. (1) Must have a minimum cumulative GPA of 2.0; (2) Must have at least a 2.0 in their last full-time semester (or last 12 hours for part-time students).
2. Transfer applicants having graduated from a Tennessee Board of Regents community college with an A.A. or A.S. degree in a university-parallel program will usually be eligible for admission.
3. An applicant under disciplinary suspension or probation will not be considered for admission until a satisfactory statement has been furnished by the former college.
4. Students who do not meet the above requirements will be reviewed by the Holistic Review Committee. Students volunteering information regarding a handicapping condition will be assessed on an individual basis.
5. Applicants whose native language is not English will be required to take a placement test or submit test scores for the purpose of validating previous English study and/or placement in English courses, including English composition and English as a Second Language.

Readmission of Former Students

Readmission A former student of the University must file an application for re-admission. The application may be obtained www.tntech.edu/applyonline and should be filed no later than thirty (30) days prior to the first day of class to be

considered for the semester in which he or she wishes to enroll. No application fee is required.

A former student who has been suspended two or more times or dismissed must submit a Request for Readmission After Suspension in addition to the application for re-admission no later than 10 days for domestic students and six weeks for international students prior to the beginning of the semester in which he or she wishes to enroll. Admission decisions for suspended or dismissed students are determined by the Admissions Review Committee.

Students should contact the Office of Residential Life concerning on-campus housing requirements (See [Residential Life](#)).

Readmission After Suspension. A student suspended for the first time will be accepted for readmission after one full fall or spring semester away from all institutions of higher education. The student must apply for readmission at www.tntech.edu/applyonline/. Readmission to the institution is subject to satisfactory performance at previous institutions if the student chooses to enroll at another institution while away from the University. A student applying for readmission after a second or third suspension should follow the procedure listed below AFTER being away from the University for one calendar year for a second suspension and two calendar years for a third suspension. An exception to this required leave may be made for the student who completes an Associate of Arts or Associate of Science degree in a university parallel curriculum at a community college in the interim.

1. Student must submit the "Readmission after Suspension" form at least ten days prior to the beginning of the semester. International students need to apply six weeks before the beginning of the semester.
2. Student must provide any supporting documents or current academic transcripts to accompany the readmission application.
3. Student may personally explain to the Dean (or his/her designee) of his/her college the reasons for seeking readmission.
4. The readmission application and dean's/designee's recommendation will be considered by the University Admissions and Credits Committee.
5. Student will be notified by mail or email from the Office of Admissions about the status of the readmission application and the terms of readmission, if granted.

Appeal. A student may appeal part or all of his/her required leave from the University by completing the "Readmission after Suspension" application process at least ten days (or six weeks for international students) prior to the desired term of enrollment. During the appeal process, most of the suspensions are upheld with exceptions being made only when rare extenuating circumstances exist. The

Admissions and Credits Committee will usually require the student to wait one semester before he or she can be readmitted.

Admission as a Special Undergraduate Student

A Special Undergraduate student is not a candidate for a degree; however, this classification allows one to register for **undergraduate** courses, obtain grades, and have these grades recorded on an official University transcript. This classification includes students who have and have not yet received a bachelor's degree. Applicants who are not currently in good standing at the last college attended cannot be admitted as a Special Undergraduate student. Admission as a Special Undergraduate student may be granted a person if it appears that he or she may successfully engage in college work and that enrollment will be beneficial to the person and to the University.

Admission as a Special Undergraduate Student does not guarantee enrollment in any course. After gaining admission, the student is subject to normal procedures for registering for courses. Application for admission to this classification should be filed at least thirty (30) days prior to the beginning of the semester in which enrollment is desired. All fees are the same as for regular students.

All individuals wishing to be admitted in this classification are required to submit an application for admission (available online at www.tntech.edu/applyonline) and select "Non-Degree Seeking/Special" as a major and indicate "Special" status. The ACCUPLACER assessment is required for students enrolling in English or mathematics courses. Special students are not eligible for federal and state financial aid.

Tennessee Technological University expects all students to strive for the highest academic achievement of which they are capable. Knowing that grades, once obtained, become a permanent record, the University is desirous that grades truly represent student accomplishment. A quality point average (QPA) of 2.00 is required to be eligible for the baccalaureate degree. This means that a 2.00 QPA is required over all college work taken, for all courses taken at Tennessee Tech, and for all courses taken in the major field.

It is the intention of the University to give the student ample opportunity to demonstrate satisfactory work. To achieve this purpose, a graduated retention standard scale has been adopted. A student who desires to raise his or her quality point average is encouraged to repeat courses in which he or she has unsatisfactory grades, to consider a reduced load, and to evaluate the choice of major.

Warning. Students who fail to satisfy the minimum semester QPA standard as given in (column 2, Retention Table) will be placed on academic warning. Students who have been issued an academic warning and who fail to meet the minimum

semester QPA standard (column 2, Retention Table) the next semester enrolled will be placed on academic probation. In cases where, concurrently, the semester QPA would indicate academic warning and the cumulative QPA would dictate academic probation, the student will be placed on probation.

Probation. Students who fail to maintain the cumulative or current quality point average required for unconditioned retention are placed on probation. This indicates that the quality of work performed is not satisfactory and the student is in danger of suspension unless his/her achievement shows the required improvement.

A student on probation must not enroll in more than sixteen hours and must remove the probation status the next enrolled semester by exceeding the requirements of the Academic Retention Table. A student on probation that meets the semester average requirement but does not equal the cumulative requirement of the Academic Retention Table will continue on probation.

Suspension. Any student who has been placed on probation and who fails to meet both the required cumulative QPA standard (column 1, Retention Table) and semester QPA standard (column 2, Retention Table) the next semester enrolled will be suspended for a minimum of one semester. The summer term may not be counted as the term of suspension. The only exception to the previous statement is that a student placed on probation and who earns a semester QPA of at least 2.0 (or required minimum semester QPA) the next term enrolled, but who does not raise his/her QPA to the required cumulative QPA standard (column 1), will remain on probation. A student on probation who receives grades of only "S" and/or "W" will incur academic suspension, due to the fact that his/her QPA did not meet the semester QPA standard (column 2, Retention Table). A student suspended for a second time must remain out of school for one calendar year. If a student is suspended a third time, the student will be denied enrollment in the University for a period of two calendar years. The student may wish to enroll at a community college during that time. If a student remains out of school for four years, the student is eligible to apply for "Academic Fresh Start," which allows the student to begin a brand-new academic career.

Retention Table (Effective Fall 2010)

Cumulative Quality Hours Attempted Minus First Repeats	Required Minimum Cumulative Quality Point Average (Column 1)	Required Minimum Semester Quality Point Average (Column 2)
0.0 - 29.09	1.50	1.50
29.10 - 50.09	1.75	1.75
50.10 - and above	2.00	2.00

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Readmission After Suspension. A student suspended for the first time will be accepted for readmission after one full fall or spring semester away from all institutions of higher education. The student must apply for readmission at www.tntech.edu/applyonline/. Readmission to the institution is subject to satisfactory performance at previous institutions if the student chooses to enroll at another institution while away from the University. A student applying for readmission after a second or third suspension should follow the procedure listed below AFTER being away from the University for one calendar year for a second suspension and two calendar years for a third suspension. An exception to this required leave may be made for the student who completes an Associate of Arts or Associate of Science degree in a university parallel curriculum at a community college in the interim.

1. Student must submit the "Readmission after Suspension" form at least ten days prior to the beginning of the semester. International students need to apply six weeks before the beginning of the semester.
2. Student must provide any supporting documents or current academic transcripts to accompany the readmission application.
3. Student may personally explain to the Dean (or his/her designee) of his/her college the reasons for seeking readmission.
4. The readmission application and dean's/designee's recommendation will be considered by the University Admissions and Credits Committee.
5. Student will be notified by mail or email from the Office of Admissions about the status of the readmission application and the terms of readmission, if granted.

Appeal. A student may appeal part or all of his/her required leave from the University by completing the "Readmission after Suspension" application process at least ten days (or six weeks for international students) prior to the desired term of enrollment. During the appeal process, most of the suspensions are upheld with exceptions being made only when rare extenuating circumstances exist. The Admissions and Credits Committee will usually require the student to wait one semester before he or she can be readmitted.

In addition to TN Tech University standards, the School of Art, Craft & Design meets the standards for accreditation set by the National Association of Schools of Art and Design (NASAD).

The School of Art, Craft & Design requires that all students pass all art content courses with a grade of "C" or better in order to count towards graduation completion. The Bachelor of Science in Studio Arts degree will culminate in a group exhibition as part of the required Art Capstone Course, Art 4000.

Equity

Providing educational opportunities to all eligible persons without regard to age, gender, ethnicity, race, religion, national origin, disability, or sexual orientation, TN Tech University is committed to an inclusive and diverse campus that enriches educational experiences, promotes personal growth and a healthy society, prepares students for success in a global economy and enhances America's economic competitiveness. In addition, the campus office of Affirmative Action specifically monitors all job postings, i.e. faculty position, for adherence to federal diversity standards.

The School of Art, Craft & Design believes that the new Bachelor of Science in Studio Arts degree program will attract a more diverse student population. Because of the degree's curricular flexibility, it will better accommodate community college transfer students who, historically, display more diversity than the student population of traditional four-year colleges. The SAC&D has recently established Tennessee Transfer Pathways for our BFA program, which will also transfer seamlessly into the proposed BS degree program to better serve the community college transfer population. Additionally, the School of Art, Craft & Design is currently engaged in establishing diversity, equity and inclusivity-based scholarships for these prospective and our current majors.

The School of Art, Craft & Design has recently awarded two scholarships to students who self-identify as being from an under-represented group for the 2022-2023 academic school year. And, it is the faculty's desire to continue to support diversity initiatives in this way in subsequent years. Additionally, the SAC&D Director has forged relationships with TN Tech's Office of Multi-Cultural Affairs to communicate the School's readiness to assist students and offer modest financial support to students for course materials, if/when needed and within the SAC&D's means and ability. Furthermore, the SAC&D Director has completed TN Tech's Diversity, Equity and Inclusivity certificate program and they currently serve as a TN Tech Diversity Champion. As a Diversity Champion, they are in the preliminary stages of forming a College of Fine Arts Diversity Committee who will be charged with developing and implementing strategies for growing enrollment of students from underserved populations, along with establishing systems and programs to provide them with support throughout their academic program to increase retention and graduation rates. Moreover, the SAC&D's satellite campus, the Appalachian Center for Craft, is partnering with the non-profit, Crafting the Future, an organization dedicated to growing and fostering diversity in the craft field, by hosting a group of 20+ students and 10 instructors from under-represented groups in a week-long residency program in summer 2022. It is the SAC&D's desire that through these collective efforts, we can serve a more diverse group of students. And, because of the curricular flexibility and ease of college transfer, the proposed Bachelor of Science in Studio Arts should work to increase

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enrollment of all types of students, including those from under-represented groups and the systems and activities previously described should work collectively to provide mechanisms for increased enrollment and retention. Lastly, the demographics of the Upper Cumberland are becoming increasingly diverse, as such, it is expected that our student population in both the Bachelor of Science in Studio Arts and the Bachelor of Fine Arts degree programs will see an increase of students from diverse populations. As these numbers increase, the School of Art, Craft & Design will want to consider increasing its scholarship options to this population of students. For prospective student recruitment, the TTU Office of Communications and Marketing will approve all print and digital marketing content for the MSEM to ensure that it reflects TTU's commitment to diversity and inclusion.

Program Enrollment and Graduates

The School of Art, Craft & Design is optimistic that the new Bachelor of Science in Studio Arts will well serve transfer, veteran, non-traditional and current students, who desire greater curricular flexibility, broader content, and training for careers that do not fit the model of a full-time studio art practitioner. The SAC&D has recently established Tennessee Transfer Pathways for our BFA program and which also seamlessly transfer into the BS degree program, which should have positive impact on enrollment in the program. The following table outline projected annual, unduplicated full and part-time enrollments and number of graduates for the first five years of the program:

Table 13: Projected enrollment and graduates

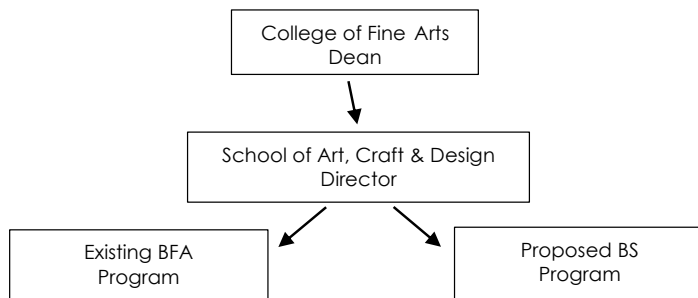
Year	Total Year Enrollment	Student Attrition	Graduates
1	7	2	0
2	9	2	4
3	12	3	7
4	15	3	9
5	20	4	12

These projections are based on the comparison of enrollment data provided from regional peer institutions with Bachelor of Science in Studio Arts programs combined with the expressed interest of our current student body in our Bachelor of Fine Arts programs. Based on feedback received from the external site reviewer, Prof. Zimany of Clemson University, it is possible that these estimates are conservative, however, if so, we have the resources to support modest increase of these projections. It is natural for attrition to occur due to any number of reasons and circumstances. We find that most attrition occurs in the freshman year; therefore, although total year enrollment increases each year of the program, we anticipate modest but consistent growth of the freshman class in

years 1-5 while the program becomes more visible in the region, which we predict resulting in fairly consistent attrition rates across those years.

Administrative structure:

There will be no changes in administrative structure. Prof. Kimberly Winkle, Director of the School of Art, Craft & Design, will serve as the administrative director of the proposed program. Current administrative support staff will serve the program, as well, as detailed below.



SAC&D Administrative Associate – Provides administrative support to the School, including bookkeeping, secure storage of personnel files, issuance of student enrollment permits, course scheduling input, ordering/organization of office supplies, ordering of classroom/studio supplies, TN Tech faculty credit card monthly reconciling, initiation of contracts and payment for adjunct faculty and/or visiting artist, preparing sophomore assessment forms, submission of work orders for any facility needs and support for NASAD annual HEADS report. This position will continue to provide these services in support of the new proposed Bachelor of Science in Studio Arts along with the existing Bachelor of Fine Arts program. It is likely that the position will encounter increased activity in enrollment permits and adjunct faculty contracts as a result of projected increased enrollment in the overall SAC&D.

Faculty Resources

Our current full-time and adjunct faculty pool will support the art content for the new degree program curriculum, which is common between our existing Bachelor of Fine Arts Degree and the proposed Bachelor of Science in Studio Arts. No additional faculty nor professional development is needed to implement the new degree program. The School of Art, Craft & Design is currently comprised of, 2 Professors, 3 Associate Professors, 7 Assistant Professors, and 7 adjunct faculty members. The Senior Capstone course is the only course that is not currently being taught at this time.

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Table 14: **Current Faculty**

Current Faculty	Year Hired	Rank	Tenure status	Degree	Pre-K-12 teaching	Current area of teaching	New prgrm responsibility
Blair, Jeremy	2017	Assistant Professor	Tenure-track	PhD, Art Education, Univ. N. Texas, BS Art Ed.	4 years	Art Education	Art Electives
Butler, Kelly	2021	Assistant Professor	Tenure-Track	PhD, Art History, Arizona State University, MA & BA Art History, Univ. N. Texas	None	Art History	Art History
Brock, Curtiss	1994	Professor	Tenured	MFA Sculpture, Univ. of Illinois, BFA Glass, Goddard College	None	Glass	Art Electives Senior Capstone
Evelyn, Anne	2021	Assistant Professor	Tenure-track	MFA Woodworking & Furniture Design, Rhode Island School of Design BFA, Woodworking and Furniture Design, Rhode Island School of Design	None	Woodworking, Technical Drawing	Art Electives Senior Capstone
Field, Joshua	2020	Assistant Professor	Tenure-track	MFA Painting, Univ. of Massachusetts at Amherst. BFA Sculpture, Maryland Institute College of Art	None	Art Foundations: Drawing, 2D Design, Intro to Art	Foundations Primary
Gallop, David	2013	Associate Professor	Tenured	MFA Graphic Design, Louisiana State Univ., BFA Graphic Design, Univ. of S. Alabama	None	Design (Digital Media)	Studio Art Electives
Johnson, Perry	2015	Associate Professor	Tenured	MFA, Painting and Printmaking, East TN State Univ., BFA printmaking, Virginia Intermat College	None	Painting, Printmaking, Drawing	Studio Art Electives Senior Capstone
Randall, Daniel	2015	Associate Professor	Tenured	MFA, Metals, Southern Illinois Univ., BFA Metals, Rochester Inst. of Tech.	None	Metalsmithing, Blacksmithing, CAD	Studio Art Electives, Foundations, Senior Capstone
Sisk, Christopher	2020	Assistant Professor	Tenure-Track	MFA, Design/Visual Commun., Virginia Commonwealth University, BA Art and Asian Studies Furman University	None	Design (Digital Media)	Studio Art Electives
Wilson, Jessica	2018	Assistant Professor	Tenure-track	MFA Ceramics, Rhode Island School of Design, BFA University of the Arts	None	Ceramics	Studio Art Electives
Winkle, Kimberly	2006	Associate Professor	Tenured	MFA Furniture Design, San Diego State Univ., BFA Ceramics, Univ. of Oklahoma	None	Drawing, Professional Practices, Art Foundations	Art Foundations and Studio Art Electives
Wood, Rena	2018	Assistant Professor	Tenure track	MFA Fibers, Virginia Commonwealth Univ., BFA Fibers, Kansas City Arts Institute	None	Fibers, Weaving, Surface Design	Studio Art Electives
Adjunct Faculty							
Blouin-Michelleto, Stephan	2019	Instructor	NA	MFA, woodworking, East Carolina University, BFA, woodworking, TN Tech University	None	Intro to Art	Humanities

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Crescuillo, Jennifer	2014	Instructor	NA	MFA, Glass, Southern Illinois State, BFA, Bowling Green State	None	Intro to Art (Humanities)	Gen. Ed. Humanities Adjunct
Davey, Sarah	2021	Instructor	NA	MFA, ceramics, Univ. of Florida. BFA, sculpture, Alfred University	None	Ceramics, Foundations	Foundations Art Electives
Dotson, Kevin	2020	Instructor	NA	MFA, metals, Southern Illinois State, BFA metals, Florida State University	None	Metalworking, Foundations	Art Electives Foundations
Mabry, Ian	2020	Instructor	NA	MFA, ceramics, University of North Dakota, BFA, ceramics, TN Tech University	None	Ceramics, Foundations, Intro to Art	Art Electives Foundations
Lewis, Meredith	2015	Instructor	NA	MFA, Ceramics, Washington State Univ. BFA, Ceramics, Tenn. Tech. Univ.	None	Ceramics, Art Foundations I (2D), Intro to Digital Imaging, Intro to Art (Humanities)	Foundations Humanities Art Electives
McKinsey, Sally Ann	2020	Instructor	NA	MFA, Studio Art, Univ. of North Carolina, BA in Art, Furman Univ.	None	Foundations, Intro to Art	Foundations Art Electives Humanities
Smith, Rebecca	2020	Instructor	NA	MFA, fibers, Cranbrook Academy, BFA Maryland Institute College of Art	None	Foundations, Intro to Art	Foundations Adjunct

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Faculty Vitae

See Appendix 8 for individual faculty member's curriculum vitae.

Anticipated Faculty

We currently do not anticipate needing additional faculty during the first five years of the program. If we encounter significant growth of the program, we will potentially need an additional Art Foundations faculty member in years 6 or 7.

Library and Information Technology Resources

The existing library resources available are more than sufficient to support the Bachelor of Science in Studio Arts degree program from inception onward; no additional materials are needed to meet accreditation standards nor to support the degree proposal.

Library resources at TTU's Volpe Library are extensive with 105,000 usable square feet and an infrastructure of equipment and automated systems costing \$9.1 million. Volpe library houses 353,000 books, 27,000 electronic books and more than 1.5 million microforms. In addition, the library subscribes to more than 3,050 magazines, journals, and both print and electronic newspapers. The library also serves as a storehouse for U.S. Government publications, including more than 179,000 bound volumes and 55,000 maps with an extensive collection of historic materials specific to the surrounding Upper Cumberland region.

Table 15: Library Resources

Library and Learning Resources	Quantity
Number of Art, Craft & Design book holdings	13,483
Number of Art, Craft & Design video holdings	323

The TTU library book and media acquisition process is driven by faculty requests. The School of Art, Craft & Design does not receive a library acquisition budget, instead the School may send its requests to the Volpe Library, who acquires the requested books, media, etc. While their overall collections budget changes over time, all of the School's library requests for one-time purchase in the past 3 years have been fully supported.

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Journals

There are currently 15 print journals in art, art education and craft. There is access to numerous electronic journals through online databases.

The Volpe library supports the following Art, Craft and Design databases:

- Art Databases
- Art Full Text
- Art Index Retrospective
- Arts & Humanities Database
- Fine Arts and Music Collection
- Humanities Full Text
- Kanopy

The Volpe library supports approximately 150 additional databases on varying topics and fields of study. Faculty and students also have access to numerous journals and resources online through multidisciplinary services such as JSTOR, InfoTrac, Gale Virtual Reference Library and many others.

Library Art/Design Acquisition Spending Controlled by library

2016/2017	2017/2018	2018/2019	2019/2020	2020/2021
\$3,811	\$5,502	\$6,500	\$3,959	\$6034

Table: 16 Art, Craft & Design Library budget

In addition to the extensive collection, the Volpe library provides a variety of services to support student success, including but not limited to: private study rooms, tutorials on creating presentations/research papers/etc., notary, workshops on developing good study skills, test prep and one-on-one tutoring.

Support Resources

The degree program is supported by the following:

- 1 Director
- 1 Administrative Associate
- 12 full-time faculty
- 5-8 adjunct faculty
- 1 academic advisor
- 2 shared College of Fine Arts ITS specialists
- 6 Artists in Residence

Studio support at the Craft Center is provided comprehensively by combined efforts of faculty, studio resident artists, administrative staff and facilities and grounds staff, which includes two electricians. Main campus studio support is provided by combined efforts of faculty, student workers and University maintenance staff.

Evidence of Willingness to Partner

The School of Art, Craft & Design has a long history of having meaningful relationships with local businesses, individuals, community partners and relevant organizations within the Upper Cumberland. For example, Stone Creative, a local design firm and many short-term partnerships through the Biz Foundry, a local small business incubator, TTU's iCube and TTU's office of Research and Economic Development. There is ongoing and growing support for the arts in the Upper Cumberland which should provide supplemental support for the proposed degree program. Additionally, as our letters of support display, there is institutional interest of different departments and support of the program at TN Tech, including but not limited to: Department of Computer Science, Department of Mechanical Engineering and Department of Chemical Engineering.

Other support currently available

The Appalachian Center for Craft, a satellite campus of TTU and part of the School of Art, Craft & Design has staff members who could offer administrative support, if needed. And, through the Craft Center's vigorous outreach programs, they could provide educational, non-curricular experience that could assist students by providing relevant professional experience. And, the University has significant resources to employ based on individual student interests and needs; these resources are both non-curricular and curricular, such as Career Services.

Other Support Needed

No additional support staff nor faculty is needed in the immediate future. As the degree program grows, it is possible that second Art Foundations faculty member might be needed in year 6 or 7.

It is desired that the College of Fine Arts advisor continue to engage in professional

development related to the art curriculum and to growing more accessible communication skills to better serve students in the School of Art, Craft & Design. This has been an ongoing concern and issue cited by students and noted in the external reviewer's report. The SAC&D Director has reported the advising problems to the College of Fine Arts advisor's supervisor, the Director of the School of Music, since early spring 2021 and the advisor has recently engaged in additional training. While there have been modest advising improvements, with increased enrollment in the number of Art majors, it would be ideal if the School of Art, Craft & Design were able to have their own dedicated academic advisor for its majors. At this time, it is unknown how and if resources can be allocated to support a dedicated SAC&D advisor. At current, the SAC&D comprises 2/3 of the total College of Fine Arts (COFA) majors and its students need and rely on a competent, friendly and accessible advisor. In the interim, the SAC&D Director has had to engage in advising resources found elsewhere in the university and the SAC&D Director has continued to report advising and communication concerns to the COFA advisor's supervisor. The SAC&D is hopeful that these multi-pronged improvement plan approaches will yield improved advising performance.

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Facilities and Equipment

Existing Facilities and Equipment

The School of Art, Craft & Design currently has use of approximately 55,000 sq. ft. of space, lecture and library space at our satellite campus, the Appalachian Center for Craft. There, we have spacious and well-equipped studios in: glassblowing, blacksmithing, jewelry making, ceramics, surface design (fibers), weaving, woodworking, foundations, computer lab, library, mini-maker space, critique spaces and lecture hall. Each studio is well equipped with industry standard equipment and furnishings to meet the curricular, safety and physical needs of each studio concentration area. Our existing facilities and equipment will fully support the proposed program.

On the main campus, the School of Art, Craft & Design currently houses the painting program in Rooms 248 and 251 of Bryan Fine Arts Building, comprised of a 3000 sq. ft. classroom, an adjoining 335 sq. ft. tool/equipment room for building stretchers, and a 179 sq.ft. faculty studio/office. Also, in Bryan Fine Arts are two classrooms of approximately 3000 sq. ft. each in which Art History courses are conducted. These classrooms are equipped with multi-media capacity including: WiFi, teaching stations equipped with Mac computers, Elmo digital overhead projector, video and sound. The School of Art, Craft & Design has 6800 sq. feet facility in Foundation Hall, which houses our 2000 sq.ft. drawing studio, 2220 sq. ft. art education classroom, 1000 sq. ft. Foundations Studio I classroom, and 1500 sq. ft. digital design studio. The design studio is a twenty- station iMac classroom with Abobe Creative Suite software, graphics tablets, scanners, and mid-format and

large-format printers. The School of Art, Craft & Design also maintains a 12-seat Mac computer classroom with a teaching station and digital projection at the Appalachian Center for Craft. This classroom has three flatbed scanners and medium format printing capability, and Adobe Creative Suite software, plus Rhino 3D, and specialized software for weaving design and glaze calculation.

The School of Art, Craft & Design has two areas supplied with background paper stands, tripod, digital SLR camera and lighting equipment for student use; one is housed at the Craft Center and one on the main campus in the painting studio.

The Volpe Library provides student access to a video production “mini studio,” and check out of digital and video cameras, tripods, audio recorders, projectors, laptops and other items. In addition, the Craft Center operates a “branch” of the Volpe Library on their campus, whose collection is centered on craft: theory, production, history.

The College of Fine Arts has access to two full-time ITS specialists who serve the faculty and staff in the College; their service is augmented by university ITS student workers and apprentices. They assist the School of Art, Craft & Design and its satellite campus, in maintaining our digital labs, digital teaching station, projector, WiFi capability and faculty/staff office computers.

Additional Facilities and Equipment Required or Anticipated

No additional support staff, facilities or equipment is required nor anticipated for years 1-5 of this degree proposal. If the degree program encounters substantial growth, additional art foundations faculty may be required in years 6 or 7.

Marketing and Recruitment Plan

The marketing and recruitment plan for the proposed program is comprehensive. Program announcements will be made using various means including direct mailing and email to regional community colleges and state and regional high schools. In addition, we seek to promote the degree offering to populations to whom we've not directly marketed, including but not limited to, veterans, trade schools and community art centers. Through these marketing efforts, we are optimistic that it will increase enrollment and attract a more diverse student population. The SAC&D will also promote the new degree program via social media and on-line to further extend our marketing reach. Additionally, the SAC&D is currently engaged in establishing scholarship opportunities to increase access and to attract a more diverse student population. The SAC&D has recently established Tennessee Transfer Pathways for our BFA program which will also seamlessly work for the proposed BS in studio arts degree; it is expected for these measures to benefit enrollment in the proposed program.

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Assessment and Evaluation

The BS in Studio Arts curriculum has been designed to provide a framework for a sequence of classes that builds the competencies and breadth appropriate to a BS degree. The program has been designed to meet the learning outcomes and objectives to maintain accreditation requirements for both NASAD and SACSCOC. Upon program final approval by THEC and TN Tech, the degree will be submitted to NASAD for accreditation approval. As part of the standard assessment and evaluative processes of NASAD, the SAC&D will submit a plan for final approval after we have 3 graduates of the program. This process ensures compliance to and quality of the degree plan that NASAD previously approved (pending approval as of 04.09.22). Additionally, every NASAD accredited institution is required to engage in a rigorous re-accreditation process every 5 or 10 years depending on performance in the previous re-accreditation process. These processes provide opportunity for meaningful evaluation and assessment of the proposed program, Bachelor of Science in Studio Arts.

NASAD Standard:

The curricular structure for the BS in Studio Arts is based upon NASAD standards (IV.C.4.a.b. of NASAD Handbook) and guidelines (VII.C.2. of NASAD Handbook) pertaining to time requirements, credit hours, range of content and competencies appropriate to liberal arts degree in studio art. The degree focus is breadth of general studies in the arts and humanities, the natural and physical science and the social sciences; thus, breadth of experience and understanding rather than professional specialization.

General Studies

The Tennessee Board of Regents prescribes the general education component for all TTU undergraduate programs. Since the general education core is common to every TTU major; the skills students gain in written expression and the critical thinking core contribute to an awareness of common ground between artistic, scientific, and humanistic endeavor and a broadened world view. Studies in natural sciences provide a wealth of visual experiences and visual concepts of form, and some craft media involve technical processes for which studies in chemistry, geology and math provide direct underpinning. Principles of sociology, anthropology, psychology, literature, philosophy and other social science and humanities areas provide valuable grounding for critical theories in art and art history. Conversely, the art history requirements expand the range of historical and humanistic comprehension of art majors. Students who graduate from these curricula possess a well-rounded collegiate education, with a breadth of knowledge gained from the general education core and a breadth of studies in the visual arts.

Assessment is conducted through verified successful completion of the required 41 hours of General Studies as witnessed through student final semester grades.

These courses provide students with the following required competencies:

- a. *The ability to think, speak, and write clearly and effectively, and to communicate with precision, cogency and rhetorical force.*
Successful completion of the following courses builds these competencies: 9 credits of Communication courses.
- b. *An informed acquaintance with the mathematical and experimental methods of the physical and biological sciences, and with the main forms of analysis the historical and quantitative techniques needed for investigating the workings and developments of modern society.*
Successful completion of the following courses builds these competencies: 8 credits of Natural Sciences, 3 credits of Mathematics.
- c. *An ability to address culture and history from a variety of perspectives.*
Successful completion of the following courses builds these competencies: 6 credits of History and/or 9 credits of Humanities.
- d. *Understanding of, and experience in thinking about moral and ethical problems.* Successful completion of the following courses builds these competencies: 6 credits of Social/Behavioral Sciences.
- e. *The ability to respect, understand, and evaluate work in a variety of disciplines.* Successful completion of the comprehensive required General Education courses builds these competencies.
- f. *The capacity to explain and defend views effectively and rationally.*
Successful completion of the following courses builds these competencies: 9 credits of Communications courses.
- g. *Understanding of and experience in one or more art forms other than the visual arts and design.* Successful completion of the 9 credits of Humanities/Fine Arts courses.

Essential Competencies, Experiences and Opportunities

With the exception of one new course, all of the courses required to fulfill the Bachelor of Science with a major in Studio Arts degree are pre-existing courses in the NASAD accredited School of Art, Craft & Design BFA program; it provides breadth of experience and understanding rather than professional specialization. Course descriptions and sequence were produced by the committee of art faculty to establish the curriculum for the Bachelor of Science with major in Studio Arts degree sequence of courses, compatible with School of Art, Craft & Design standards and compliant with NASAD standards.

- a. *A developed visual sensitivity.*
TTU's Foundations Studio I and II courses introduce a broad range of works of art, craft and design as examples for problem solving and as

subjects upon which to develop skills of critical analysis. Subsequently completed studio art courses will progressively build visual design, production skills and sensitivity by presenting increasingly complex design problems and exposure to different artforms and practices, both historical and contemporary. Through completion of the comprehensive BS curriculum, which balances studio practice and art history, students will develop understanding of and appreciation for both art making and art viewing; thus, developing their overall visual sensitivity.

- b. *The technical skills, perceptual development, and understanding of principles of visual organization sufficient to achieve basic visual communication and expression in one or more media.* Students must complete a minimum of 39 credits from of a variety of studio art courses, which provide the structure and opportunity for students to develop the required skills to achieve basic visual communication and expression in one or more media. Foundations Studio I and II focus on comprehension and application of principles of visual organization and perceptual development. The remaining studio courses provide sufficient opportunity for continued growth of these skills alongside developing technical and communicative skills in a variety of media.
- c. *Ability to make workable connection between concept and media.* All studio courses in the School of Art, Craft & Design implement formal critique and discussion in the course curriculum, which help students develop understanding of the relationship between concept and media. By investigating associative, symbolic and iconic power of materials, students are better skilled at understanding and utilizing media as the vehicle and opportunity for effective communication of concept; this investigation is standard practice in our media specific studios.
- d. *Some familiarity with the works and intentions of major artists/designers and movements of the past and the present, both in the Western and non-Western worlds.* Through successful completion of the Art History sequence, students will have become familiar with the works and intentions of a wide range of major artists, designers and craftspeople from different eras and geographical locations. Art History I and Art History II focus, primarily, on Western traditions from pre-historic to contemporary. However, History of Crafts and Ancient Mesoamerican Art include traditions not originating in the West; thus, students develop familiarity and understanding of a wide range of art historical movements and impetus.
- e. *Students should understand the nature of contemporary thinking on art and design, and have gained at least a rudimentary discernment of quality in design projects and works of art.*

All SAC&D faculty teaching studio courses are committed to incorporating the discussion of historical and contemporary art/design precedents in day-to-day studio practice. This discussion includes the historical development of works within the specialization, as well as placement of these works within the broader context of world art and/or craft. Students are expected to be able to discuss the content in their work, and place it within the context of historical and contemporary art and culture. Medium-specific historical information is included in introductory and intermediate studio classes.

In addition to meeting the learning outcomes and objectives of the General Education curriculum and NASAD, annual data gathering of graduation rates, enrollment numbers, retention numbers, exit survey, student evaluation and career tracking will take place to ensure the efficacy, efficiency, and quality of the degree program to inform any needed modifications and refinement. All art courses require a grade of "C" or higher to meet degree requirements. Data collection will be a shared responsibility of the SAC&D Director, administrative associate and faculty. The SAC&D administrative associate will gather graduation rates, enrollment numbers and retention numbers from the Office Institutional Research. The SAC&D Director will work with faculty teaching the senior capstone course to conduct exit surveys and student evaluation. Furthermore, the SAC&D Director will work with faculty to track career placement of program graduates. As with all curricular matters, this information will be taken to the faculty for review and consult to strategize and implement program or curricular changes to increase efficacy and to ensure that the identified learning outcomes and accreditation standards are met.

Accreditation

The faculty is confident that the course content and curricular structures are thoughtfully developed to make the optimum use of our instructional resources, and that these resources are sufficient to effectively support our program goals. It is our assessment that the objectives and practices extant in our curricula are entirely consistent with NASAD standards for studies in the visual arts and meet the requirements for a Bachelor of Science in Studio Arts. NASAD requires full institution approval before review of the program for accreditation.

The assessment section of this document outlines the learning standards of NASAD and the courses in which they are measured.

Funding

Due to the broad scope of the proposed Bachelor of Science in Studio Arts degree, no additional full-time faculty, space nor significant equipment will be needed in order to successfully implement the curriculum. It is possible that one or two adjunct faculty in years two and three will be needed depending on enrollment increase and departmental needs. As such, beyond implementing a new marketing and promotion program, which can be supported with a combination of departmental and college funds, to include the new degree, there are no other costs associated with the new degree. The program will be supported via tuition and fees.

Expenditures:Planning Year:

Equipment - \$1000: Miscellaneous duplicate studio equipment to support increased enrollment, such as: drawing boards, light boards, easels, chairs.

Printing - \$1000: printing of new promotional materials to include the proposed degree. Vinyl banners, postcards and departmental posters.

Other one-time expenditures (Program review) - \$3000: External reviewer honorarium (\$2,000), local lodging and meals for reviewers.

Year 1:

Travel - \$250: Recruitment/promotion related travel to regional high schools and community colleges. Mileage at TN Tech defined rate.

Printing - \$500: Printing of promotional materials for recruitment

Year 2:

Equipment - \$2000 new laptop computer for added adjunct faculty use

Travel - \$250: Recruitment/promotion related travel to regional high schools and community colleges. Mileage at TN Tech defined rate.

Faculty - \$2100 additional adjunct faculty member

Faculty benefits – \$210 (10% of salary) FICA employers share, FICA Medicare and a portion of adjunct parking permits are charged to the SAC&D operating.

Printing - \$500: Printing of promotional materials for recruitment

Other Operating- \$100: Miscellaneous office and administrative supplies to support program growth.

Year 3:

Equipment - \$2000 new laptop computer for added adjunct faculty use

Travel - \$250: Recruitment/promotion related travel to regional high schools and community colleges. Mileage at TN Tech defined rate.

Faculty - \$2100 additional adjunct faculty member

Faculty benefits – \$210 (10% of salary) FICA employers share, FICA Medicare and a portion of adjunct parking permits are charged to the SAC&D operating.
 Printing - \$500: Printing of promotional materials for recruitment
 Other operating - \$100: Miscellaneous office and administrative supplies to support program growth.

Year 4:

Travel - \$250: Recruitment/promotion related travel to regional high schools and community colleges. Mileage at TN Tech defined rate.
 Faculty - \$4200 two additional adjunct faculty members
 Faculty benefits – \$440 (10% of salary) FICA employers share, FICA Medicare and a portion of adjunct parking permits are charged to the SAC&D operating.
 Printing - \$500: Printing of promotional materials for recruitment
 Other operating - \$150: Miscellaneous office and administrative supplies to support program growth.

Year 5:

Travel - \$250: Recruitment/promotion related travel to regional high schools and community colleges. Mileage at TN Tech defined rate.
 Faculty - \$4200 two additional adjunct faculty members
 Faculty benefits – \$440 (10% of salary) FICA employers share, FICA Medicare and a portion of adjunct parking permits are charged to the SAC&D operating.
 Printing - \$500: Printing of promotional materials for recruitment
 Other operating - \$150: Miscellaneous office and administrative supplies to support program growth.

Revenues include: *Based on in-state tuition

-Tuition/fees (excluding housing or meal plan): \$5,261/student per semester at 12 credit hour enrollment x 2 semesters = \$10,522/year/student

Students do not incur School of Art, Craft & Design specific fees. As such, all tuition and fee costs should be captured in the below table.

	Planning Year	Year 1	Year 2	Year 3	Year 4	Year 5
Expenses	\$5000	\$750	\$5160	\$5160	\$5540	\$5540
Tuition/fees (in-state)	\$0	\$73,654 (7 F/T students)	\$94,698 (9 F/T students)	\$126,264 (12 F/T students)	\$157,830 (15 F/T students)	\$210,440 (20 F/T students)
Net Profit	-\$5000	\$72,904	\$89,538	\$121,104	\$152,290	\$204,900

Program related expenses will be supported via departmental operating funds.

8.1

Appendix 1: Feasibility Study

8.1

Summary and Viability

Degree holders in the proposed Bachelor's degree in Studio Art may experience greater flexibility in the marketplace compared to more narrowly focused art degrees. Although students choosing to fine-tune their skills in the arts, such as painting, sculpting, and craft-making, may benefit from a university education in those fields, job prospects may be highly-dependent on overall economic conditions. This is due to the specific, albeit highly-skilled, nature of the discipline.

During an economic downturn, the demand for arts and crafts commodities may subside, at times dramatically, as incomes fall.¹ But the broader set of skills in the proposed Bachelors degree in Studio Arts may offer the degree holder more career alternatives to navigate an unstable economy. As outlined in the Letter of Notification, the degree will be designed "to build competency with a set of practical artistic and production skills" (Winkle, LON).

The findings in the IPUMs data support this broader flexibility of the proposed degree in Studio Art. As mentioned in the Regional Demand section, individuals often find jobs in a diverse range of occupations that may be outside their chosen field of study. For Tennessee art majors, this is especially true as the most common occupations are in areas such as education, sales, management, computers and mathematics.

When consideration is given to "where the art major finds employment" versus "whether art majors are finding jobs in art-related fields," the earnings of art majors across diverse occupations is competitive. The mean and median earnings for art majors in TN remain in-line with, and sometimes surpass, earnings of other workers for the state and nation (Table 2: Earnings Distribution Comparisons).

The outcome of the survey for the proposed degree in Studio Arts shows mixed results across student classification years. However, when the survey accounts for seniors close to graduation, there appears to be a healthy interest in enrollment if the degree were offered. Seniors may offer a unique perspective as they are able to compare their experiences in an existing program to a hypothetical proposed degree.

Although it is difficult to forecast the short and long-run viability of a degree in Studio Arts, the general belief is that this degree may offer more flexibility and resistance to business cycles compared to related art degrees. Short-run fluctuations in the economy along with the traditional challenges

¹ The assumption is that arts and crafts commodities have at the very least an income elasticity that is greater than zero, and may exhibit elasticities greater than 1 within certain ranges.

associated with frictional unemployment may place strain on degree holders as they seek an ideal work setting. But due to the broader flexibility that this proposed degree offers, they are likely to find stable positions that utilize their artistic skills in a productive capacity. Overall, it is believed that the proposed degree in Studio Art may become more viable in the long run.

General Disclaimer

Independence: The thoughts and views of the authors of this study are based on their professional judgement and were not influenced by an outside party and do not present a known conflict of interest.

The Economics: Making predictions on the viability of a new academic program in the short and long run depends on many factors, many of which are not measured in this study. Input (labor market) and output markets play a critical role in this process. For instance, it is important to understand how a new degree will affect labor markets, and thus, the nominal wage. There are also feedback effects to consider regarding how the market influences the degree.

Ideally, understanding an output or input market begins with characterizing the structure of the market along a spectrum. The four main market structures in the output market are the Monopoly, Oligopoly, Monopolistic Competition, and Perfect Competition. Similar structures exist for the input markets. This study does not include an analysis of market structure.

Although earnings in the marketplace are not the only return one receives for their talents and skills, the focus of this study is largely on the monetary aspect associated with a proposed degree program. This study places a large focus on input markets, but does not consider the wide range of nonmonetary factors that may encourage someone to seek a new degree.

The interplay between output and input markets, the timing of these markets, and economic shocks, are just some of the elements that should be accounted for in the prediction process. Overall, this makes forecasting very complex and difficult. Because these factors are not considered here, caution should be taken when considering the summary analysis in this study.

Feasibility Study

Bachelor of Science in Studio Art

1. Introduction

The School of Art, Craft and Design in the College of Fine Arts at Tennessee Tech is submitting a proposal for a Bachelor of Science in Studio Art. The degree is intended to give students an education in essential art skills along with a wider range of skills for a diversified marketplace.

This feasibility study will assess the proposed degree program in the following areas, as outlined in the THEC guidelines: student interest, local and regional demand/need, employer need/demand, future sustainable need/demand, and in some cases, a section for external research. In some cases, there may be an unavoidable overlap of information provided across the regional and employer demand. This is because the demand for labor, whether regional or state-level, can be understood to be generated by firms.

2. Potential Student Interest

2.1 Survey Overview

This report summarizes the results of a survey instrument used to assess student interest of the proposed degree program. The survey instrument was constructed to parallel standard surveys used by higher education institutions to appraise students' attractiveness to a potential degree program. In accordance with the Tennessee Higher Education Commission (THEC) approval process of new academic programs, the School of Art, Craft, and Design has employed Tennessee Tech University (TTU) College of Business faculty to collect and summarize prospective student interest data as a part of a feasibility study. The results from the survey instrument, in compilation with other report information, will be used to determine the program's potential.

2.2 Survey Methods

The survey was distributed to current TTU undergraduates majoring in Art. The undergraduate students were separated into two groups. Students classified as freshman, sophomore, and junior were surveyed separately as group one and senior level undergraduates as group two. The online survey instrument was developed using Qualtrics, "a powerful and multifaceted on-line data collection/survey tool".¹ The survey was administered via email invitation to students from March 27, 2019 through April 5, 2019. During this period, recipients were reminded of the survey and encouraged to participate. Each survey group received the same survey instrument. The following description which was sent to all students.

"The School of Art, Craft & Design is in the process of gaining approval to offer a Bachelor of Science in Studio Art degree. This liberal arts degree would require the core art courses (2D Design, 3D design, Drawing, etc.), general education courses, plus several elective hours. With these electives, students could pursue a minor in another area of study, or apply them to additional art courses in their area of

¹ <https://www.tntech.edu/institute/services/qualtrics-software>

interest. The degree will be an option for new students and also an option for current students who decide they do not want to pursue the professional Bachelor of Fine Arts degree (excluding Art Education), but who want a degree in art. The Bachelor of Science affords significant curricular flexibility and students' culminating experience will be a group exhibition instead of a solo exhibition (glass, metals, clay, fibers, wood, painting). Note: the current Bachelor of Fine Arts degree will continue, as usual. The proposal is to add a different degree option for students who are interested in an alternative to the BFA."

The survey questions were designed to gauge student interest in the proposed degree program. Questions addressed key areas of importance such as students' strength of interest, potential date of enrollment, and the benefits of the program to the students' future endeavors. Demographic information was collected and students were permitted to share their viewpoint of the program in an open-ended question format.

2.3 Description of Sample

Current undergraduates of Art were invited to participate in the survey. Of the 75 freshman, sophomore, and juniors surveyed, 34 responded for a 45.33% response rate. Thirty-two of the fifty-seven undergraduate seniors yielded response rate of 56.14%. The table below summarizes the data collected from survey instrument.²

2.4 Results

The response rates of both groups were satisfactory for the purpose of this study. The questionnaire required students to select an answer choice to proceed to the next question. The questionnaire contained 8 questions. Seven questions were multiple choice and the eighth question was open-ended. The survey began with the question, "[h]ave you read the description of the proposed Bachelor of Science Degree in Studio Art?" The purpose of the question was to ensure that all participants understood the proposed program and could informatively answer the questions that followed. If the student was not aware of the program description, he/she was given the option to review it before continuing the survey. The description was reviewed by all but one Art student before continuing to answer the questionnaire.

Approximately 9.63% freshman-junior respondents signaled high interest in the start-up of this program offering with 45.16% having moderate interest. Twenty-three percent of respondents desire to enroll in the program immediately if the program commenced in Fall 2019. When students were asked if the proposed degree program better aligned with their future endeavors than currently offered degree programs, 0% selected "definitely yes" and 47.06% selected "probably yes", while 11.76% indicated the degree program did not better align with future ventures.

Due to the nature of the questionnaire, this study thought it best to identify the current status of senior-level students, as the likelihood of attending and interest in the newly proposed program could be affected by the proximity to graduation. Approximately 17% of senior-level respondents were very interested in the program, and 40% moderately interested. Twenty-nine percent of seniors estimated enrolling in the program immediately if offered. Approximately 17.65% of senior respondents consider

² Approximately 4 undergraduate freshman, sophomore, junior participants and 2 seniors partially completed the survey; however, their inputs are retained in the results.

the proposed degree program to be better aligned with their future careers than the presently offered degree program. The table below displays the results of each survey question.

Student Interest Survey Results for Proposed Degree Program in Art: Bachelor of Science Degree in Studio Art				
Identify your current academic status	Freshman, Sophomore, Junior Count	Freshman, Sophomore, Junior Respondents %	Senior Count	Senior Respondents %
Freshman	9	26.47	N/A	N/A
Sophomore	12	35.29	N/A	N/A
Junior	13	38.24	N/A	N/A
First Semester Senior	N/A	N/A	15	46.88
Second Semester Senior	N/A	N/A	9	28.13
Senior Status For More Than 2 Semesters	N/A	N/A	8	25
Have you read the description of the proposed Bachelor of Science Degree in Studio Art which was enclosed in the email with the link to this survey?	Freshman, Sophomore, Junior Count	Freshman, Sophomore, Junior Respondents %	Senior Count	Senior Respondents %
Yes	20	58.82	23	74.19
No, but I would like to review the description	13	38.24	8	25.81
No, and I would not like to review the description	1	2.94	0	0
To what extent are you interested in pursuing studies toward a Bachelor of Science Degree in Studio Art if offered at Tennessee Tech University?	Freshman, Sophomore, Junior Count	Freshman, Sophomore, Junior Respondents %	Senior Count	Senior Respondents %
Very	3	9.68	5	16.67
Moderately	14	45.16	12	40
Not at all	14	45.16	13	43.33
Is a Bachelor of Science Degree in Studio Art better aligned with your future endeavors than currently offered degree programs?	Freshman, Sophomore, Junior Count	Freshman, Sophomore, Junior Respondents %	Senior Count	Senior Respondents %
Definitely yes	0	0	3	17.65
Probably yes	8	47.06	5	29.41
Might or might not	7	41.18	4	23.53
Probably not	2	11.76	5	29.41
Definitely not	0	0	0	0
How soon would you enroll in the proposed Bachelor of Science Degree in Studio Art if one were to be established in Fall 2019?	Freshman, Sophomore, Junior Count	Freshman, Sophomore, Junior Respondents %	Senior Count	Senior Respondents %
Immediately	4	23.53	5	29.41
1 year	N/A	N/A	4	23.53
2 years	4	23.53	3	17.65
3 years	2	11.76	N/A	N/A
Not at all	7	41.18	5	29.41
If this program moves forward, would you like to be kept informed?	Freshman, Sophomore, Junior Count	Freshman, Sophomore, Junior Respondents %	Senior Count	Senior Respondents %
Yes	22	73.33	24	80
No	8	26.67	6	20

Student Responses to Open-Ended Survey Question: "If you would like to share other thoughts as it pertains to your interest in the proposed degree program, please do so below"³

Freshman, sophomore, Junior Responses:

- I'm not sure how a Bachelor of Science helps the program in a meaningful way. If we were to gain a Bachelor of Science path, would the BFA path for Art be converted into a Bachelor of Art program? I don't see how adding this other degree path enhances the College of Fine Arts.
- I really like the idea of this degree and hope it is made possible for future students. I am very far into my degree so I will not change, but if this degree was possible when I started I would have done it
- I don't think it would help me personally but I think it's a good idea for other students who's situations better fit this degree.
- I might not be the most interested in this program, but I really do want to see this kove forward for other students who may wish to pursue an alternate degree in art. I want to make sure art is available to every in anyway way possible!
- I would just want to know more about the flexibility that it mentioned and the differences. And which degree is more beneficial to my career.

Senior Responses:

- I think a Bachelor of Science in Studio Art would be an excellent option for future students. As a senior, I do not have a need for the option as of right now, but I think it would be a great offering for future students.
- I'm excited that this might open more options for future students.
- I believe this Degree would be very flexible for incoming students and transfer students as it still offers experience in the arts, but doesn't force a student into a direct line of study.
- I am not personally interested in the program but I feel that it could be a great fit for others. This program would be great for those who are not quite sure what exactly they want to do.
- I support the idea, because the only studio art (with exception of craft) is painting and digital. I think the BS in Art could be very open for possibilities, interpretation. (Sculpture, and various types of medias other than what we already offer.)
- I am nearing graduation, but wished this was an option from the start! Even though this program is open to mixed media, having the flexibility to fully engage in other concentrations is difficult to fit into a full program. I feel that the direction of this potential program would offer a valuable experience for students, equip them for unique opportunities, and create a wider draw for the program
- As a transfer students from a liberal arts college - the class requirements more align with what I have already worked on.

³ Note, student responses were not altered to prevent misinterpretation of viewpoint.

3. Local and Regional Need/Demand

Undergraduate degrees provide general market skills that can be used in many different occupations, and make the acquisition of specific skills easier and more efficient once a graduate is hired by an employer. It is quite common for college graduates to find employment in occupations that are seemingly unrelated to their undergraduate major. This is not an indication of a slack in demand, of excess supply of specific degree holders, or a mistake in the choice of major. It is the normal operation of a dynamic labor market that allocates available skills to employers who demand those skills.

We use the 2017 Integrated Public Use Microdata Series (IPUMS) database from the American Community Survey of the Bureau of Labor and Statistics (BLS).⁴ Most BLS data are in the form of aggregated tables. IPUMS data are at the individual level. This allows for the construction of customized tables that can accommodate specific comparisons of interrelated variables.

Tennessee residents who hold an undergraduate degree in art find employment in many diverse occupations. Table 1 shows the top six occupations of Tennessee art majors, and compares to US art majors. The occupational distribution of Tennessee art majors is very similar to that of art majors in the rest of the US.

Table 1: Common Occupations for Art Majors	TN Art Majors	USA Art Majors
Arts, Design, Entertainment, Sports, and Media Occupations	31.9	29.8
Education, Training, and Library Occupations	10.6	8.7
Sales and Related Occupations	10.5	10.7
Management, Business, Science, and Arts Occupations	9.4	11.9
Office and Administrative Support Occupations	7.2	9.5
Computer and Mathematical Occupations	4.1	4.3

⁴ Steven Ruggles, Sarah Flood, Ronald Goeken, Josiah Grover, Erin Meyer, Jose Pacas, and Matthew Sobek. IPUMS USA: Version 9.0 [dataset]. Minneapolis, MN: IPUMS, 2019. <https://doi.org/10.18128/D010.V9.0>

Table 2 reports summary statistics on the distribution of earnings of art majors in Tennessee and compares it to the distributions of US art majors, Tennessee workers in general, and all US workers. The average annual earnings of art majors in Tennessee, regardless of current occupation is \$44,549. This is 86% of the mean earnings of US art majors. Since Tennessee workers overall earn 87% of all US workers, this is a reflection of the regional wage differences in the US, and not of a deficiency in pay for art majors in Tennessee.

Note also that the standard deviation of the earnings of Tennessee art majors is very similar to that of US art majors, though the interquartile range (third quartile minus first quartile) is much larger for US art majors. This is likely because the US Art major earnings distribution is more positively skewed.

Table 2: Earnings Distribution Comparisons	TN Art Majors	US Art Majors	TN Workers	US Workers
mean	44549	51698	39634	45499
median	35000	40000	29000	31000
std deviation	53389	52260	49403	56281
1st quartile	20000	22000	13300	14700
3rd quartile	53000	65000	50000	57000

4. Employer need/demand

In this section, focus is placed on assessing the employment opportunities and job outlook for the proposed Bachelor’s degree in Art. The following section presents data and information obtained from the BLS and related sources. As mentioned earlier, there may be some overlap of information across the regional demand section and here. This is because labor markets do not treat these headings as mutually exclusive. In addition, regional demand and employer exhibit a dependent nature.⁵

A student may seek the Bachelor of Science in Studio Art to establish a “career in art, a broader career, or preparation for advanced study” (Winkle, Kimberly, LON, p. 4). Particular occupations in the marketplace, as defined by the Bureau of Labor and Statistics, that may accommodate the proposed degree are broad and diverse. Government statistics are available based on occupations that are directly, or indirectly related to the Arts. Although this information is valuable, it lacks the insight on where art majors are finding employment along with other critical aspects in the marketplace.

⁵ DiFurio, Ferdinand. Feasibility Study on Music.

4.1 Snapshot

There are several occupational headings under the Occupational Outlook Handbook in the BLS related to studio arts. The following subheadings are: Art Directors, Craft and Fine Artists, Fashion Designers, Floral Designers, Graphic Designers, Industrial Designers, Interior Designers, and Multimedia Artists and Animators ([Arts and Design, Sub-headings, Appendix B](#)).

In order to analyze the potential market for a bachelor's degree in Studio Arts, it is useful to focus on a single, or few similar occupations as defined by the BLS. And although a degree in Studio Arts will likely broaden the career choices for students, there may be a select number of occupational definitions that fit better than others. Based on the descriptions in the Sub-headings, this section follows Crafts and Fine Artists ([Arts and Design, Sub-headings, Appendix B](#)). The description reads "Craft and fine artists use a variety of materials and techniques to create art for sale and exhibition. Craft artists create handmade objects, such as pottery, glassware, textiles, and other objects that are designed to be functional. Fine Artists, including painters, sculptors, and illustrators, create original works of art for their aesthetic value, rather than for a functional one" ([Arts and Design, Sub-headings, Appendix B](#)).

Summary information for the Crafts and Fine Artists reports a median annual salary for the nation of \$49,160, a number of jobs for 2016 in the nation of 53,400, and a projected growth rate from 2016 to 2026 of 6% ([Craft and Fine Artists, Summary, Appendix B](#)). The BLS also offers a description of what duties this occupation fulfills, along with titles commonly used for these professions ([Craft and Fine Artists, Summary, Appendix B](#)). Some of these include, but are not limited to Cartoonists, Ceramic Artists, Furniture Makers, and Jewelry Artists.

The work environment for Craft and Fine Artists describes a detailed breakdown of the reported 53,400 jobs nationally as 1) Fine artists, including painters, sculptors, and illustrators at 28,000 2) Artists and related workers, all other at 12,800, and Craft Artists at 12,500 ([Craft and Fine Artists, Work Enviro, Appendix B](#)). The largest employers nationally are as follows: Self employed (55%), Independent artists, writers and performers (11%), Federal government (7%), Motion picture and sound (3%), and Personal care services (2%).

For this occupation of Craft and Fine Artists, the BLS points out that colleges and universities offer degree programs in studio arts along with other fundamental subjects for students in English and Sciences ([Craft and Fine Artists, How to Become One, Appendix B](#)).

Using the BLS Occupational Outlook Handbook to research pay, the reader should understand these figures represent Craft and Fine Artists, and therefore not every other related field. The median annual wage was \$49,160 in 2017 ([Craft and Fine Artists, Pay, Appendix B](#)). When one looks at the pay offered by the top employers for this occupation in 2017, the breakdown is as follows: Federal government (\$82,380), Motion picture and sound (\$64,010), Independent Artists, writers, and performers (\$42,030), and Personal care services (\$40,260).

4.2 Job Outlook

The job outlook for Craft and Fine Artists, as proposed by the BLS, is largely dependent on business cycles in the economy ([Craft and Fine Artists, Job Outlook, Appendix B](#)). Most of the goods and services provided by workers in this occupation are likely to be sensitive to economic downturns. The BLS reports that during an economic downturn, spending on these goods and services may be disproportionately lower than other goods. This is primarily due to these goods and services

demonstrating an income elasticity greater than 1.⁶ Therefore, the demand for labor, which is a derived demand emanating from the output market, will also be sensitive.

The BLS also proposes that in a competitive marketplace, gaining monetary success may only come to the few that, in addition to having artistic skills, attain marketability in the economy ([Craft and Fine Artists, Job Outlook, Appendix B](#)). Regardless, the proposed degree in Studio Arts is likely to supply the average student with a balanced set of skills with the potential to thrive in the marketplace.⁷

Employment projections for Craft and Fine Artists for the nation from 2016 to 2026 are as follows (percent changes in parentheses):

Craft and fine artists:	53,400 to 56,500 (6%)
Craft artists:	12,500 to 13,100 (4%)
Fine artists, painters and sculptors:	28,000 to 29,900 (7%)
Artists and related	12,800 to 13,500 (5%)

When examining the employment by industry, the breakdown of which sectors are accepting these sub-occupations is provided ([Craft and Fine Artists, Employment by Industry projections, excel tables, Appendix B](#)). Table 3 below summarizes briefly these results.

Table 3: Employment by Industry	Top employment sectors
Craft artists	Self-employed, Arts, Entertainment, and Recreation, Manufacturing
Fine artists, painters and sculptors	Self-employed, information sector, Independent artists, writers, and performers
Artists and related	Self-employed, Government

Similar occupations to Craft and Fine Artists are listed as Archivists, Curators, and Museum Workers, Art Directors, Fashion Designers, Graphic Designers, Industrial Designers, Jewelers and Precious Stone and Metal Workers, Multimedia Artists and Animators, Photographers, and Woodworkers ([Craft and Fine Artists, Similar Occupations, Appendix B](#)). These occupations may represent potential employment for the degree holder in Studio Arts or networking opportunities.

There are other resources highlighted in the BLS repository ([Craft and Fine Artists, More Resources, Appendix B](#)). These include the National Association of Schools of Art and Design, American Craft Council, New York Foundation for the Arts, The Association of Medical Illustrators, National Assembly of State Arts Agencies, and the National Endowment for the Arts.

The American Craft Council, for example, offers a wide array of resources for the degree holder in Studio Arts ([Craft and Fine Artists, Craft Council, Appendix B](#)). Some of these include Craft Museums in the U.S., National and Regional Craft Organizations, Schools with Craft Workshop and Courses, and State Arts and Crafts Councils.

⁶ Often referred to as “luxury goods,” these goods are those that experience a proportionally greater drop in quantity demanded from an initial fall in income, all else held constant.

⁷ Economic theory is unique in its ability to view the viability of an event, or endeavor, as being measured in both monetary and nonmonetary forms. An understanding of this become especially important for the Arts. It is likely that, more so than other majors, students seeking this degree are motivated by nonmonetary factors. A case can be made that this particular motivation may bring success in nontraditional ways, many not measured here, during their careers.

4.3 Industry Profiles

Under the Occupational Employment Statistics for the classification for Craft Artists (27-1012), industry profiles are provided (Craft Artists, IP, Appendix B). Sectors hiring the most Craft Artists are Independent Artists, Writers and Performers, Mineral Manufacturing, Performing Arts Companies, Motion Picture and Video companies, and Electronic Shopping and Mail-Order Houses. The same sectors are listed as having the highest concentration of Craft Artists are listed with the addition of Museums, Historical Sites, and Similar Institutions. Finally, the top paying sectors for Craft Artists are Advertising, Public Relations, Motion Picture and Video Industries, Management of Companies and Enterprises, Colleges, Universities, and Professional Schools, and Performing Arts Companies. One can observe that a few industries, particularly in the top paying, are outside of the traditional career paths of fine arts.⁸ These include Advertising and Public Relations along with Management of Companies and Enterprises.

The top paying sectors for Craft Artists, as listed previously, report annual mean wages in the table below:

Table 4: Mean wages of Top Paying Industries of Craft Artists	Annual Salary
Advertising, Public Relations, and Related Services	\$64,950
Motion Picture and Video Industries	56,600
Management of Companies and Enterprises	52,800
Colleges, Universities, and Professional Schools	46,390
Performing Arts Companies	44,050

A measure of industry-intensity for employment in art-related occupations, location quotients are presented here. A location quotient that is greater than one “indicates the occupation has a higher share of employment than average, and a location quotient less than one indicates the occupation is less prevalent in the area than average” (LQ, Arts Appendix B).⁹ The location quotients for the major metropolitan areas in TN for Arts, Design, Entertainment, Sports, and Media Occupations are reported below (LQ, Arts, Appendix B). It is evident that the middle part of the state generates the highest concentration of industry representation.

Knoxville:	.75
Nashville Davidson Murfreesboro Franklin:	1.18
Memphis	.58
Chattanooga	.78
Johnson City	.52

⁸ Various state and area data for Craft Artists are not available under the Industry Profile repository in the BLS.

⁹ The BLS provides a definition of a location quotient as: “The location quotient is the ratio of the area concentration of occupational employment to the national average concentration. A location quotient greater than one indicates the occupation has a higher share of employment than average, and a location quotient less than one indicates the occupation is less prevalent in the area than average.” The value of the LQ is listed for TN.
[https://www.bls.gov/oes/current/oes272041.htm#\(9\)](https://www.bls.gov/oes/current/oes272041.htm#(9))

The information presented in this study will be used in a summary analysis that follows this document. Labor market conditions in conjunction with the analysis presented here will be used to make recommendations on the short and long run viability of this proposed degree in the marketplace.

8.1

Appendix A: Survey Instrument

Student Interest Survey Results for Proposed Degree Program in Art: Bachelor of Science Degree in Studio Art				
Identify your current academic status	Freshman, Sophomore, Junior Count	Freshman, Sophomore, Junior Respondents %	Senior Count	Senior Respondents %
Freshman	9	26.47	N/A	N/A
Sophomore	12	35.29	N/A	N/A
Junior	13	38.24	N/A	N/A
First Semester Senior	N/A	N/A	15	46.88
Second Semester Senior	N/A	N/A	9	28.13
Senior Status For More Than 2 Semesters	N/A	N/A	8	25
Have you read the description of the proposed Bachelor of Science Degree in Studio Art which was enclosed in the email with the link to this survey?	Freshman, Sophomore, Junior Count	Freshman, Sophomore, Junior Respondents %	Senior Count	Senior Respondents %
Yes	20	58.82	23	74.19
No, but I would like to review the description	13	38.24	8	25.81
No, and I would not like to review the description	1	2.94	0	0
To what extent are you interested in pursuing studies toward a Bachelor of Science Degree in Studio Art if offered at Tennessee Tech University?	Freshman, Sophomore, Junior Count	Freshman, Sophomore, Junior Respondents %	Senior Count	Senior Respondents %
Very	3	9.68	5	16.67
Moderately	14	45.16	12	40
Not at all	14	45.16	13	43.33
Is a Bachelor of Science Degree in Studio Art better aligned with your future endeavors than currently offered degree programs?	Freshman, Sophomore, Junior Count	Freshman, Sophomore, Junior Respondents %	Senior Count	Senior Respondents %
Definitely yes	0	0	3	17.65
Probably yes	8	47.06	5	29.41
Might or might not	7	41.18	4	23.53
Probably not	2	11.76	5	29.41
Definitely not	0	0	0	0
How soon would you enroll in the proposed Bachelor of Science Degree in Studio Art if one were to be established in Fall 2019?	Freshman, Sophomore, Junior Count	Freshman, Sophomore, Junior Respondents %	Senior Count	Senior Respondents %
Immediately	4	23.53	5	29.41
1 year	N/A	N/A	4	23.53
2 years	4	23.53	3	17.65
3 years	2	11.76	N/A	N/A
Not at all	7	41.18	5	29.41
If this program moves forward, would you like to be kept informed?	Freshman, Sophomore, Junior Count	Freshman, Sophomore, Junior Respondents %	Senior Count	Senior Respondents %
Yes	22	73.33	24	80
No	8	26.67	6	20

8.1

Appendix B: References with Graphics BS in StudioArts

Arts and Design, Sub-headings

<https://www.bls.gov/ooh/arts-and-design/home.htm>

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Arts and Design Occupations

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Employment of arts and design occupations is projected to grow 4 percent from 2016 to 2026, slower than the average for all occupations, adding about 33,700 new jobs. More workers will be needed to meet the growing demand for animation and visual effects in video games, movies, television, and on smartphones, as well as to help create visually appealing and effective layouts of websites and other media platforms. Other arts and design workers are employed in industries that are projected to decline, however, including publishing, manufacturing, and floral shops.

The median annual wage for arts and design occupations was \$45,250 in May 2017, which was higher than the median annual wage for all occupations of \$37,690.

OCCUPATION	JOB SUMMARY	ENTRY-LEVEL EDUCATION	2017 MEDIAN PAY
 Art Directors	Art directors are responsible for the visual style and images in magazines, newspapers, product packaging, and movie and television productions. They create the overall design of a project and direct others who develop artwork and layouts.	Bachelor's degree	\$92,500
 Craft and Fine Artists	Craft and fine artists use a variety of materials and techniques to create art for sale and exhibition. Craft artists create handmade objects, such as pottery, glassware, textiles, and other objects that are designed to be functional. Fine artists, including painters, sculptors, and illustrators, create original works of art for their aesthetic value, rather than for a functional one.	See How to Become One	\$49,160
 Fashion Designers	Fashion designers create original clothing, accessories, and footwear. They sketch designs, select fabrics and patterns, and give instructions on how to make the products they design.	Bachelor's degree	\$67,420
 Floral Designers	Floral designers, also called florists, cut and arrange live, dried, and silk flowers and greenery to make decorative displays. They also help customers select flowers, containers, ribbons, and other accessories.	High school diploma or equivalent	\$26,350
 Graphic Designers	Graphic designers create visual concepts, using computer software or by hand, to communicate ideas that inspire, inform, and captivate consumers. They develop the overall layout and production design for various applications such as advertisements, brochures, magazines, and corporate reports.	Bachelor's degree	\$48,700
 Industrial Designers	Industrial designers develop the concepts for manufactured products, such as cars, home appliances, and toys. They combine art, business, and engineering to make products that people use every day. Industrial designers consider the function, aesthetics, production costs, and usability of products when developing new product concepts.	Bachelor's degree	\$65,970
 Interior Designers	Interior designers make interior spaces functional, safe, and beautiful by determining space requirements and selecting decorative items, such as colors, lighting, and materials. They read blueprints and must be aware of building codes and inspection regulations, as well as universal accessibility standards.	Bachelor's degree	\$51,500
 Multimedia Artists and Animators	Multimedia artists and animators create animation and visual effects for television, movies, video games, and other forms of media.	Bachelor's degree	\$70,530

Last Modified Date: Friday, April 13, 2018

Craft and Fine Artists, Summary

<https://www.bls.gov/ooh/arts-and-design/craft-and-fine-artists.htm>

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Craft and Fine Artists EN ESPAÑOL PRINTER-FRIENDLY

Summary What They Do Work Environment How to Become One Pay Job Outlook State & Area Data Similar Occupations More Info

Summary

Quick Facts: Craft and Fine Artists	
2017 Median Pay	\$49,160 per year \$23.64 per hour
Typical Entry-Level Education	See How to Become One
Work Experience in a Related Occupation	None
On-the-job Training	Long-term on-the-job training
Number of Jobs, 2016	53,400
Job Outlook, 2016-26	6% (As fast as average)
Employment Change, 2016-26	3,100



What Craft and Fine Artists Do
 Craft and fine artists use a variety of materials and techniques to create art for sale and exhibition. Craft artists create handmade objects, such as pottery, glassware, textiles, and other objects that are designed to be functional. Fine artists, including painters, sculptors, and illustrators, create original works of art for their aesthetic value, rather than for a functional one.

Work Environment
 Many artists work in fine-art studios or commercial art studios located in office buildings, warehouses, or lofts. Others work in private studios in their homes. Some artists share studio space, where they also may exhibit their work.

How to Become a Craft or Fine Artist
 Craft and fine artists improve their skills through practice and repetition. Most fine artists earn a bachelor's or master's degree in fine arts in order to improve their skills and job prospects.

Pay
 The median annual wage for craft and fine artists was \$49,160 in May 2017.

Job Outlook
 Overall employment of craft and fine artists is projected to grow 6 percent from 2016 to 2026, about as fast as the average for all occupations. Employment growth for artists depends in large part on the overall state of the economy and whether people are willing to spend money on art, because people usually make art purchases when they can afford to spend the money.

State & Area Data
 Explore resources for employment and wages by state and area for craft and fine artists.

Similar Occupations
 Compare the job duties, education, job growth, and pay of craft and fine artists with similar occupations.

More Information, Including Links to O*NET
 Learn more about craft and fine artists by visiting additional resources, including O*NET, a source on key characteristics of workers and occupations.

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Craft and Fine Artists, Duties
<https://www.bls.gov/ooh/arts-and-design/craft-and-fine-artists.htm#tab-2>

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Summary | **What They Do** | Work Environment | How to Become One | Pay | Job Outlook | State & Area Data | Similar Occupations | More Info

What Craft and Fine Artists Do

About this section

Craft and fine artists use a variety of materials and techniques to create art for sale and exhibition. Craft artists create handmade objects, such as pottery, glassware, textiles, and other objects that are designed to be functional. Fine artists, including painters, sculptors, and illustrators, create original works of art for their aesthetic value, rather than for a functional one.

Duties

Craft and fine artists typically do the following:

- Use techniques such as knitting, weaving, glassblowing, painting, drawing, and sculpting
- Develop creative ideas or new methods for making art
- Create sketches, templates, or models to guide their work
- Select which materials to use on the basis of color, texture, strength, and other qualities
- Shape, join, or cut materials for a final product
- Use visual techniques, such as composition, color, space, and perspective, to produce desired artistic effects
- Develop portfolios highlighting their artistic styles and abilities to show to gallery owners and others interested in their work
- Display their work at auctions, craft fairs, galleries, museums, and online marketplaces
- Complete grant proposals and applications to obtain financial support for projects



Craft and fine artists use a variety of materials and techniques to create art for sale and exhibition.

Artists create objects that are beautiful, thought provoking, and sometimes shocking. They often strive to communicate ideas or feelings through their art.

Craft artists work with many different materials, including ceramics, glass, textiles, wood, metal, and paper, to create unique pieces of art, such as pottery, quilts, stained glass, furniture, jewelry, and clothing. Many craft artists also use fine-art techniques—for example, painting, sketching, and printing—to add finishing touches to their products.


Fine artists typically display their work in museums, in commercial or nonprofit art galleries, at craft fairs, in corporate collections, on the Internet, and in private homes. Some of their artwork may be commissioned (requested by a client), but most is sold by the artist or through private art galleries or dealers. The artist, gallery, and dealer together decide in advance how much of the proceeds from the sale each will keep.

Most craft and fine artists spend their time and effort selling their artwork to potential customers and building a reputation. In addition to selling their artwork, many artists have at least one other job to support their craft or art careers.

Some artists work in museums or art galleries as [art directors](#) or as [archivists, curators, or museum workers](#), planning and setting up exhibits. Others teach craft or art classes or conduct workshops in schools or in their own studios. For more information on workers who teach art classes, see the profiles on [kindergarten and elementary school teachers](#), [middle school teachers](#), [high school teachers](#), [career and technical education teachers](#), and [postsecondary teachers](#).

8.1

Craft and Fine Artists, Work Environ
<https://www.bls.gov/ooH/arts-and-design/craft-and-fine-artists.htm#tab-3>

About this section 


Work Environment

Craft and fine artists held about 53,400 jobs in 2016. Employment in the detailed occupations that make up craft and fine artists was distributed as follows:

Fine artists, including painters, sculptors, and illustrators	28,000
Artists and related workers, all other	12,800
Craft artists	12,500

The largest employers of craft and fine artists were as follows:

Self-employed workers	55%
Independent artists, writers, and performers	11
Federal government, excluding postal service	7
Motion picture and sound recording industries	3
Personal care services	2



Many artists work in fine-art studios or commercial art studios located in office buildings, warehouses, or lofts. Others work in private studios in their homes. Some artists share studio space, where they also may exhibit their work.

Studios are usually well lit and ventilated. However, artists may be exposed to fumes from glue, paint, ink, and other materials. They may also have to deal with dust or other residue from filings, splattered paint, or spilled cleaning and other fluids. Artists often wear protective gear, such as breathing masks and goggles, in order to remain safe from exposure to harmful materials. Ceramic and glass artists must use caution when they operate equipment and tools that can get very hot, such as kilns.

Many artists work in fine art or commercial art studios located in office buildings, warehouses, or lofts.

Work Schedules

Most craft and fine artists work full time, although part-time and variable work schedules are also common. Many hold another job in addition to their work as an artist. During busy periods, artists may work additional hours to meet deadlines.

[<< What They Do](#)

[How to Become One >>](#)

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Craft and Fine Artists, How to Become One
<https://www.bls.gov/ooh/arts-and-design/craft-and-fine-artists.htm#tab-4>

How to Become a Craft or Fine Artist

About this section

Craft and fine artists improve their skills through practice and repetition. Most fine artists earn a bachelor's or master's degree in fine arts in order to improve their skills and job prospects.

Education

Most fine artists pursue postsecondary education to earn degrees that can improve their skills and job prospects. A formal educational credential is typically not needed for anyone to be a craft artist. However, it is difficult to gain adequate artistic skills without some formal education. High school classes such as art, shop, and home economics can teach prospective craft artists some of the basic skills they will need, such as drawing, woodworking, and sewing.

A large number of colleges and universities offer bachelor's and master's degrees in fine arts. In addition to offering studio art and art history, postsecondary programs may include core subjects, such as English, marketing, social science, and natural science. Independent schools of art and design also offer postsecondary education programs, which can lead to a certificate in an art-related specialty or to an associate's, bachelor's, or master's degree in fine arts.

In 2016, the [National Association of Schools of Art and Design](#) (NASAD) accredited approximately 352 postsecondary institutions with programs in art and design. Most of these schools award a degree in art.

Medical illustrators must have a demonstrated artistic ability and a detailed knowledge of human and animal anatomy, living organisms, and surgical and medical procedures. They usually need a bachelor's degree that combines art and premedical courses. Medical illustrators may choose to get a master's degree in medical illustration. Three accredited schools offer this degree in the United States.

Education gives artists an opportunity to develop their portfolio, which is a collection of an artist's work that demonstrates his or her styles and abilities. Portfolios are essential, because art directors, clients, and others look at them when deciding whether to hire an artist or to buy the artist's work. In addition to compiling a physical portfolio, many artists choose to create a portfolio online so that potential buyers and clients can view their work on the Internet.

Those who want to teach fine arts at public elementary or secondary schools usually must have a teaching certificate in addition to a bachelor's degree. For more information on workers who teach art classes, see the profiles on [kindergarten and elementary school teachers](#), [middle school teachers](#), [high school teachers](#), [career and technical education teachers](#), and [postsecondary teachers](#).

Training

Craft and fine artists improve their skills through practice and repetition. They can train in several ways other than—or in addition to—formal schooling. Craft and fine artists can train with simpler projects before attempting something more ambitious.

Some artists learn on the job from more experienced artists. Others attend noncredit classes or workshops or take private lessons, which may be offered in artists' studios or at community colleges, art centers, galleries, museums, or other art-related institutions.



Education gives artists an opportunity to develop their portfolio, which is a collection of an artist's work that demonstrates his or her styles and abilities.

8.1

Craft and Fine Artists, Pay

<https://www.bls.gov/ooH/arts-and-design/craft-and-fine-artists.htm#tab-5>

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Craft and Fine Artists EN ESPAÑOL PRINTER FRIENDLY

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Pay About this section

The median annual wage for craft and fine artists was \$49,160 in May 2017. The median wage is the wage at which half the workers in an occupation earned more than that amount and half earned less. The lowest 10 percent earned less than \$22,630, and the highest 10 percent earned more than \$101,120.

Median annual wages for craft and fine artists in May 2017 were as follows:

Artists and related workers, all other	\$63,540
Fine artists, including painters, sculptors, and illustrators	49,520
Craft artists	34,940

In May 2017, the median annual wages for craft and fine artists in the top industries in which they worked were as follows:

Federal government, excluding postal service	\$82,380
Motion picture and sound recording industries	64,010
Independent artists, writers, and performers	42,030
Personal care services	40,260

Craft and Fine Artists
Median annual wages, May 2017

Craft and fine artists	\$49,160
Art and design workers	\$45,250
Total, all occupations	\$37,690

Note: All Occupations includes all occupations in the U.S. Economy.
Source: U.S. Bureau of Labor Statistics, Occupational Employment Statistics

Earnings for self-employed artists vary widely. Some charge only a nominal fee while they gain experience and build a reputation for their work. Those artists who are well established can earn more than salaried artists.

Most craft and fine artists work full time, although part-time and variable work schedules are also common. In addition to pursuing their work as an artist, many hold another job because it may be difficult to rely solely on income earned from selling paintings or other works of art. During busy periods, artists may work long hours to meet deadlines.

[<- How to Become One](#) [Job Outlook ->](#)

Craft and Fine Artists, Job Outlook

<https://www.bls.gov/ooh/arts-and-design/craft-and-fine-artists.htm#tab-6>

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Craft and Fine Artists

[Summary](#) | [What They Do](#) | [Work Environment](#) | [How to Become One](#) | [Pay](#) | **[Job Outlook](#)** | [State & Area Data](#) | [Similar Occupations](#) | [More Info](#)

Job Outlook

About this section 0,

Overall employment of craft and fine artists is projected to grow 6 percent from 2016 to 2026, about as fast as the average for all occupations.

Employment growth for artists depends in large part on the overall state of the economy and whether people are willing to spend money on art, because people usually make art purchases when they can afford to spend the money. During good economic times, people and businesses are interested in buying more artwork; during economic downturns, they generally buy less. However, there is always some demand for art by private collectors and museums.

Job growth for craft and fine artists may be limited by the sale of inexpensive, machine-produced items designed to look like handmade American crafts. A continued interest in locally made products and crafted goods will likely offset some of these employment losses.

Illustrators and cartoonists who work in publishing may see their job opportunities decline as traditional print publications lose ground to other media forms. However, new opportunities are expected to arise as the number of electronic magazines and other Internet-based publications continues to grow.

Job Prospects

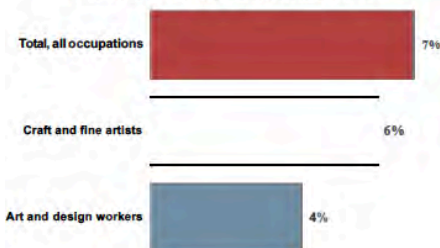
Competition for jobs as craft and fine artists is expected to be strong because there are more qualified candidates than available jobs. Competition is likely to grow among independent or self-employed artists, given that many of them sell their work in the same online marketplaces. In addition, competition among artists for the privilege of having their work shown in galleries is expected to remain intense.

Because the demand for artwork depends on consumers having extra income to spend, many of these artists will find that their income changes alongside the overall economy. Only the most successful craft and fine artists receive major commissions for their work.

Despite the competition, studios, galleries, and individual clients are always on the lookout for artists who display outstanding talent, creativity, and style. Talented individuals who have developed a mastery of artistic techniques and marketing skills are likely to have the best job prospects.

Craft and Fine Artists

Percent change in employment, projected 2016-26



Note: All Occupations includes all occupations in the U.S. Economy.
Source: U.S. Bureau of Labor Statistics, Employment Projections program

Employment projections data for craft and fine artists, 2016-26

Occupational Title	SOC Code	Employment, 2016	Projected Employment, 2026	Change, 2016-26		Employment by Industry
				Percent	Numeric	
Craft and fine artists	-	53,400	56,500	6	3,100	-
Craft artists	27-1012	12,200	13,000	4	800	-
Fine artists, including painters, sculptors, and illustrators	27-1013	28,000	29,900	7	1,900	1) W
Artists and related workers, all other	27-1019	12,200	13,600	5	1,400	1) W

SOURCE: U.S. Bureau of Labor Statistics, Employment Projections program

8.1

Craft and Fine Artists, Employment by Industry projections, excel tables

Employment by industry, occupation, and percent distribution, 2016 and projected 2026
 27-1012 Craft artists

(Employment in thousands)
 Industries with fewer than 50 jobs, confidential data, or poor quality data are not displayed

Sort Order	Code	Industry Title	2016			2026			Percent change	Emp chg
			Employment	Percent of industry	Percent of occupation	Employment	Percent of industry	Percent of occupation		
1	TE1000	Total employment	12.5	0.0	100.0	13.1	0.0	100.0	4.3	
2	TE1100	Self-employed workers	7.5	0.1	59.9	7.8	0.1	59.8	4.1	
3	TE1200	Total wage and salary employment	5.0	0.0	40.1	5.2	0.0	40.2	4.6	
4	31-330	Manufacturing	1.2	0.0	9.3	1.1	0.0	8.2	-8.8	
5	327000	Nonmetallic mineral product manufacturing	0.7	0.2	5.3	0.6	0.2	4.6	-9.1	
6	327100	Clay product and refractory manufacturing	0.4	1.1	3.4	0.4	1.1	2.3	-9.3	
7	327200	Glass and glass product manufacturing	0.2	0.3	1.7	0.2	0.3	1.5	-9.2	
8	339000	Miscellaneous manufacturing	0.3	0.0	2.3	0.3	0.0	2.0	-8.1	
9	339900	Other miscellaneous manufacturing	0.3	0.1	2.3	0.3	0.1	2.0	-8.1	
10	339910	Jewelry and silverware manufacturing	0.1	0.2	0.4	0.0	0.2	0.3	-28.8	
11	420000	Wholesale trade	0.1	0.0	1.1	0.1	0.0	1.1	4.7	
12	44-450	Retail trade	0.4	0.0	2.9	0.4	0.0	3.0	8.5	
13	4445R0	Retail trade, except motor vehicle and parts dealers, food and beverage stores, and general merchandise stores	0.4	0.0	2.8	0.4	0.0	2.9	8.5	
14	442000	Furniture and home furnishings stores	0.2	0.0	1.3	0.2	0.0	1.4	8.5	
15	510000	Information	0.3	0.0	2.4	0.4	0.0	2.7	17.9	
16	512000	Motion picture and sound recording industries	0.3	0.1	2.4	0.3	0.1	2.7	18.2	
17	512100	Motion picture and video industries	0.3	0.1	2.4	0.3	0.1	2.7	18.2	
18	540000	Professional, scientific, and technical services	0.4	0.0	2.8	0.4	0.0	2.9	7.1	
19	541000	Professional, scientific, and technical services	0.4	0.0	2.8	0.4	0.0	2.9	7.1	
20	541400	Specialized design services	0.1	0.0	0.6	0.1	0.1	0.6	8.1	
21	560000	Administrative and support and waste management and remediation services	0.1	0.0	1.0	0.1	0.0	1.0	4.7	
22	561000	Administrative and support services	0.1	0.0	1.0	0.1	0.0	1.0	4.7	
23	610000	Educational services, state, local, and private	0.1	0.0	0.6	0.1	0.0	0.7	12.6	

8.1

Employment by industry, occupation, and percent distribution, 2016 and projected 2026
 27-1013 Fine artists, including painters, sculptors, and illustrators

(Employment in thousands)
 Industries with fewer than 50 jobs, confidential data, or poor quality data are not displayed

Sort Order	Code	Industry Title	2016			2026			Percent change	Emp chg
			Employment	Percent of industry	Percent of occupation	Employment	Percent of industry	Percent of occupation		
1	TE1000	Total employment	28.0	0.0	100.0	29.9	0.0	100.0	6.8	
2	TE1100	Self-employed workers	16.4	0.2	58.6	17.1	0.2	57.3	4.1	
3	TE1200	Total wage and salary employment	11.6	0.0	41.4	12.8	0.0	42.7	10.2	
4	31-330	Manufacturing	1.1	0.0	4.0	1.1	0.0	3.5	-5.5	
5	327000	Nonmetallic mineral product manufacturing	0.4	0.1	1.3	0.3	0.1	1.1	-9.4	
6	327200	Glass and glass product manufacturing	0.3	0.4	1.1	0.3	0.4	0.9	-9.2	
7	339000	Miscellaneous manufacturing	0.3	0.1	1.1	0.3	0.1	1.0	-0.4	
8	339900	Other miscellaneous manufacturing	0.3	0.1	1.0	0.3	0.1	1.0	-0.9	
9	420000	Wholesale trade	0.2	0.0	0.6	0.2	0.0	0.6	-7.0	
10	424000	Merchant wholesalers, nondurable goods	0.1	0.0	0.5	0.1	0.0	0.4	-12.8	
11	424100	Paper and paper product merchant wholesalers	0.1	0.1	0.4	0.1	0.1	0.3	-15.3	
12	44-450	Retail trade	0.5	0.0	1.7	0.6	0.0	1.9	17.8	
13	4445R0	Retail trade, except motor vehicle and parts dealers, food and beverage stores, and general merchandise stores	0.4	0.0	1.6	0.5	0.0	1.7	18.2	
14	453000	Miscellaneous store retailers	0.3	0.0	1.2	0.4	0.0	1.3	19.7	
15	453900	Other miscellaneous store retailers	0.3	0.1	1.2	0.4	0.1	1.3	19.7	
16	454000	Nonstore retailers	0.1	0.0	0.2	0.1	0.0	0.2	19.3	
17	510000	Information	2.0	0.1	7.2	2.3	0.1	7.7	13.5	
18	511000	Publishing industries (except Internet)	0.9	0.1	3.2	0.9	0.1	3.1	3.4	
19	511100	Newspaper, periodical, book, and directory publishers	0.4	0.1	1.4	0.3	0.1	1.1	-16.3	
20	511110	Newspaper publishers	0.1	0.1	0.3	0.1	0.1	0.2	-34.4	
21	511200	Software publishers	0.5	0.1	1.8	0.6	0.1	2.0	18.6	
22	512000	Motion picture and sound recording industries	1.0	0.2	3.6	1.2	0.3	4.0	18.2	
23	512100	Motion picture and video industries	1.0	0.2	3.6	1.2	0.3	4.0	18.2	
24	519000	Other information services	0.1	0.0	0.4	0.2	0.0	0.6	49.7	

Employment by industry, occupation, and percent distribution, 2016 and projected 2026										
27-1019 Artists and related workers, all other										
(Employment in thousands)										
Industries with fewer than 50 jobs, confidential data, or poor quality data are not displayed										
Sort Order	Code	Industry Title	2016			2026			Percent change	Empl. cha
			Employment	Percent of industry	Percent of occupation	Employment	Percent of industry	Percent of occupation		
1	TE1000	Total employment	12.8	0.0	100.0	13.5	0.0	100.0	5.5	
2	TE1100	Self-employed workers	5.5	0.1	42.8	5.7	0.1	42.3	4.1	
3	TE1200	Total wage and salary employment	7.3	0.0	57.2	7.8	0.0	57.7	6.5	
4	31-330	Manufacturing	0.1	0.0	0.6	0.1	0.0	0.5	-8.4	
5	424100	Paper and paper product merchant wholesalers	0.2	0.1	1.3	0.1	0.1	1.0	-15.3	
6	44-450	Retail trade	0.3	0.0	2.3	0.4	0.0	2.7	20.1	
7	4445R0	Retail trade, except motor vehicle and parts dealers, food and beverage stores, and general merchandise stores	0.3	0.0	2.2	0.3	0.0	2.5	20.5	
8	48-490	Transportation and warehousing	0.1	0.0	0.7	0.1	0.0	0.8	25.9	
9	510000	Information	0.4	0.0	2.8	0.4	0.0	3.0	12.7	
10	511000	Publishing industries (except Internet)	0.1	0.0	0.8	0.1	0.0	0.7	-3.0	
11	512000	Motion picture and sound recording industries	0.2	0.1	1.8	0.3	0.1	2.0	18.2	
12	512100	Motion picture and video industries	0.2	0.1	1.8	0.3	0.1	2.0	18.2	
13	540200	Professional, scientific, and technical services	0.7	0.0	5.7	0.8	0.0	5.9	7.7	
14	541000	Professional, scientific, and technical services	0.7	0.0	5.7	0.8	0.0	5.9	7.7	
15	541400	Specialized design services	0.1	0.1	0.7	0.1	0.1	0.7	8.1	
16	541500	Computer systems design and related services	0.2	0.0	1.6	0.2	0.0	1.8	19.8	
17	541600	Management, scientific, and technical consulting services	0.1	0.0	0.4	0.1	0.0	0.5	25.4	
18	541800	Advertising, public relations, and related services	0.3	0.1	2.5	0.3	0.1	2.4	4.1	
19	560000	Administrative and support and waste management and remediation services	0.1	0.0	0.6	0.1	0.0	0.6	0.0	
20	561000	Administrative and support services	0.1	0.0	0.6	0.1	0.0	0.6	0.0	
21	561300	Employment services	0.1	0.0	0.6	0.1	0.0	0.5	0.1	
22	610000	Educational services, state, local, and private	0.4	0.0	3.2	0.5	0.0	3.5	13.6	
23	611000	Educational services, state, local, and private	0.4	0.0	3.2	0.5	0.0	3.5	13.6	

Craft and Fine Artists, Similar Occupations
<https://www.bls.gov/ooh/arts-and-design/craft-and-fine-artists.htm#tab-8>

8.1

Occupational Outlook Handbook > Arts and Design >

Craft and Fine Artists










EN ESPAÑOL | PRINTER-FRIENDLY

Summary | What They Do | Work Environment | How to Become One | Pay | Job Outlook | State & Area Data | **Similar Occupations** | More Info

Similar Occupations

About this section 0

This table shows a list of occupations with job duties that are similar to those of craft and fine artists.

OCCUPATION	JOB DUTIES	ENTRY-LEVEL EDUCATION	2017 MEDIAN PAY
 Archivists, Curators, and Museum Workers	Archivists appraise, process, catalog, and preserve permanent records and historically valuable documents. Curators oversee collections of artwork and historic items, and may conduct public service activities for an institution. Museum technicians and conservators prepare and restore objects and documents in museum collections and exhibits.	See How to Become One	\$47,360
 Art Directors	Art directors are responsible for the visual style and images in magazines, newspapers, product packaging, and movie and television productions. They create the overall design of a project and direct others who develop artwork and layouts.	Bachelor's degree	\$92,500
 Fashion Designers	Fashion designers create original clothing, accessories, and footwear. They sketch designs, select fabrics and patterns, and give instructions on how to make the products they design.	Bachelor's degree	\$67,420
 Graphic Designers	Graphic designers create visual concepts, using computer software or by hand, to communicate ideas that inspire, inform, and captivate consumers. They develop the overall layout and production design for various applications such as advertisements, brochures, magazines, and corporate reports.	Bachelor's degree	\$48,700
 Industrial Designers	Industrial designers develop the concepts for manufactured products, such as cars, home appliances, and toys. They combine art, business, and engineering to make products that people use every day. Industrial designers consider the function, aesthetics, production costs, and usability of products when developing new product concepts.	Bachelor's degree	\$65,970
 Jewelers and Metal Workers	Jewelers and precious stone and metal workers design, construct, adjust, repair, appraise and sell jewelry.	High school diploma or equivalent	\$37,960
 Multimedia Artists and Animators	Multimedia artists and animators create animation and visual effects for television, movies, video games, and other forms of media.	Bachelor's degree	\$70,530
 Photographers	Photographers use their technical expertise, creativity, and composition skills to produce and preserve images that tell a story or record an event.	High school diploma or equivalent	\$32,490
 Woodworkers	Woodworkers manufacture a variety of products such as cabinets and furniture, using wood, veneers, and laminates. They often combine and incorporate different materials into wood.	High school diploma or equivalent	\$30,850

[< State & Area Data](#)

SUGGESTED CITATION:
Bureau of Labor Statistics, U.S. Department of Labor, *Occupational Outlook Handbook*, Craft and fine artists, on the Internet at <https://www.bls.gov/oes/current/oes271012.htm> (visited March 21, 2019).

[i?MMM](#)

8.1

Craft Artists, IP
<https://www.bls.gov/oes/current/oes271012.htm>

UNITED STATES DEPARTMENT OF LABOR
 BUREAU OF LABOR STATISTICS

Home | Data Tools | Publications | Economic Releases | Students | Beta

Occupational Employment Statistics

DES SHARE ON: [IJ](#) [ml](#) [PRINT](#)

Occupational Employment and Wages, May 2018
27-1012 Craft Artists

Create or reproduce hand-made objects for sale and exhibition using a variety of techniques, such as welding, weaving, pottery, and needlecraft.

[National estimates for this occupation](#)
[Industry profile for this occupation](#)
[Regional profile for this occupation](#)

National estimates for this occupation
 Employment estimate and mean wage estimates for this occupation:

Employment (1)	Mean hourly wage RSE (J)	Mean annual wage (2)	RSE (%)
3,980	8.3 %	\$19.47	2.3%

Percentile wage estimates for this occupation:

Percentile	100/o	25 0/o	50 0/o (Median)	75 0/o	900/o
Hourly Wage	\$10.24	\$12.50	\$16.46	\$23.42	\$33.23
Annual Wage (2)	\$21,310	\$25,990	\$34,240	\$48,720	\$69,110

Industry profile for this occupation: IIR

Industries with the highest published employment and wages for this occupation are provided. For a list of all industries with employment in this occupation, see the [Create Customized Tables](#) function.

Industries with the highest levels of employment in this occupation:

Industry	Employment (1)	Percent of industry employment	Hourly mean wage	Annual mean wage (2)
Independent Artists, Writers, and Performers	1,490	2.86	\$18.51	\$38,500
Nonmetallic Mineral Product Manufacturing	510	0.12	\$17.88	\$37,180
Performing Artists	220	0.7	\$21.18	\$44,050
Motion Picture and Video Industries	150	0.04	\$27.21	\$56,600
Electronic Shopping and Mail-Order Houses	110	0.03	(a)	(1)

Industries with the highest concentration of employment in this occupation:

Industry	Employment (1)	Percent of industry employment	Hourly mean wage	Annual mean wage (2)
Independent Artists, Writers, and Performers	1,490	2.86	\$18.51	\$38,500
Performing Artists	220	0.17	\$21.18	\$44,050
Nonmetallic Mineral Product Manufacturing	510	0.12	\$17.88	\$37,180
Historical Sites, and Similar Institutions	110	0.06	\$20.35	\$42,320
Motion Picture and Video Industries	150	0.04	\$27.21	\$56,600

BLS SPEAKER AVAILABLE

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8.1

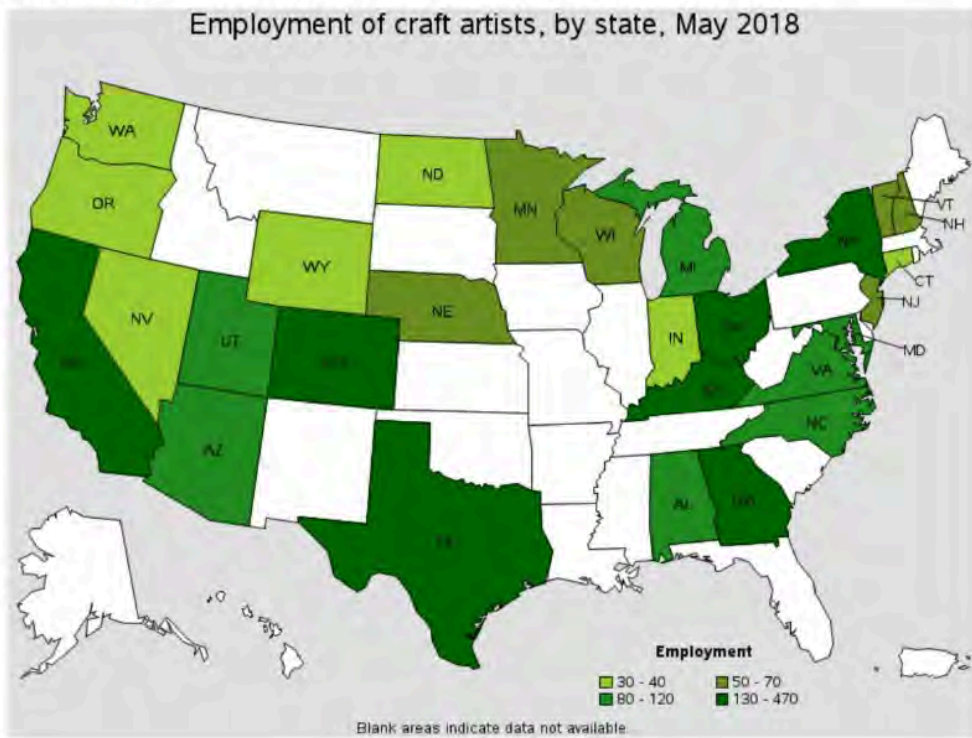
Top paying industries for this occupation:

Industry	Employment (1)	Percent of industry employment	Hourly mean wage	Annual mean wage (2)
Advertising, Public Relations, and Related Services	80	0.02	\$31.23	\$64,950
Motion Picture and Video Industries	150	0.04	\$27.21	\$56,600
Management of Companies and Enterprises	40	(Z)	\$25.38	\$52,800
Colleges, Universities, and Professional Schools	70	(Z)	\$22.30	\$46,390
Performing Arts Companies	220	0.17	\$21.18	\$44,050

Geographic profile for this occupation: Top

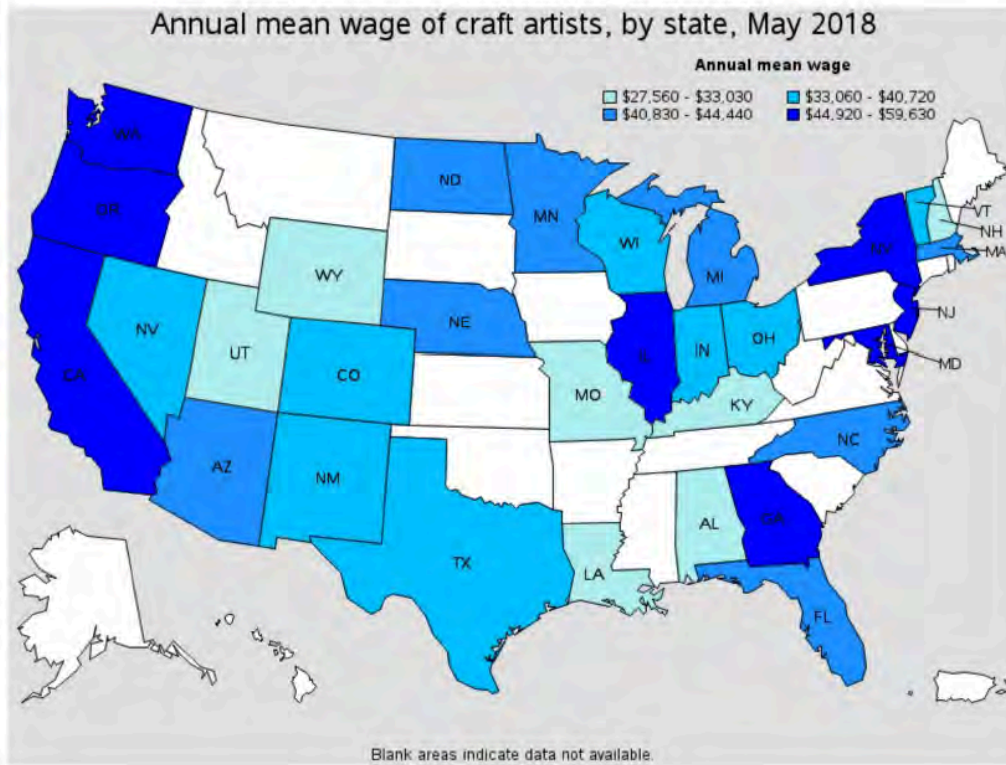
States and areas with the highest published employment, location quotients, and wages for this occupation are provided. For a list of all areas with employment in this occupation, see the [Create Customized Tables](#) function.

Craft Artists, IP
Data N/A for TN



8.1

Craft Artists, IP
Data N/A for TN



8.1

LQ, Arts
Knoxville, Nashville Davidson Murfreesboro Franklin, Memphis, Chattanooga, and Johnson City

Knowlitz, TN - May 2018 OES

https://www.bls.gov/oes/

Occupation code	Occupation title	Level	Employment	Employment RSE	Employment per 1,000 jobs	Location quotient	Median hourly wage	Mean hourly wage	Annual mean wage	Mean wage RSE
27-1011	Art Director	detail	60	29.9%	0.158	0.57	\$29.28	\$35.34	\$73,500	9.1%
27-1021	Advertising Sales Agent	detail	(S)	(S)	(n)	(S)	\$30.96	\$30.31	\$63,040	11.6%
27-1023	Advertising Executive	detail	190	33.6%	0.485	1.62	\$13.56	\$13.77	\$28,630	3.8%
27-1024	Advertising Sales Representative	detail	450	17.6%	1.174	0.78	\$19.53	\$22.00	\$47,000	10.3%
27-1025	Advertising Sales Representative	detail	110	30.5%	0.293	0.74	\$23.96	\$24.05	\$50,010	4.6%
27-1026	Advertising Sales Representative	detail	390	41.3%	1.014	1.14	\$11.23	\$12.57	\$26,140	4.2%
27-1029	Advertising Sales Representative	detail	30	21.9%	0.080	1.38	\$49.32	\$53.27	\$110,800	8.6%

Nashville-Davidson--Murfreesboro

https://www.bls.gov/oes/

Occupation code	Occupation title	Level	Employment	Employment RSE	Employment per 1,000 jobs	Location quotient	Median hourly wage	Mean hourly wage	Annual mean wage	Mean wage RSE
27-0000	Advertising, Public Relations, and Promotions Managers	major	15,350	5.7%	15.853	1.18	\$22.98	\$29.53	\$61,430	4.1%
27-1011	Art Director	detail	180	14.7%	0.185	0.66	\$36.22	\$38.12	\$79,300	7.1%
27-1013	Advertising Executive	detail	60	45.3%	0.058	0.72	\$14.24	\$17.67	\$36,750	15.6%
27-1014	Advertising Sales Representative	detail	100	33.9%	0.115	0.58	\$29.37	\$32.50	\$67,610	5.6%
27-1021	Advertising Sales Agent	detail	220	35.8%	0.223	0.97	\$25.95	\$26.28	\$54,650	3.8%
27-1022	Advertising Sales Representative	detail	70	49.5%	0.070	0.51	(B)	(D)	(S)	(S)

Memphis, TN-MS-AR - May 2018 OES

https://www.bls.gov/oes/current/oes_32820.htm#27-0000

Occupation code	Occupation title	Level	Employment	Employment RSE	Employment per 1,000 jobs	Location quotient	Median hourly wage	Mean hourly wage	Annual mean wage	Mean wage RSE
27-0000	Advertising, Public Relations, and Promotions Managers	major	4,850	5.7%	7.787	0.58	\$19.37	\$22.65	\$47,110	4.0%
27-1011	Art Director	detail	40	23.2%	0.063	0.23	\$35.34	\$43.91	\$91,330	8.9%
27-1013	Advertising Executive	detail	(S)	(S)	(S)	(S)	\$33.39	\$27.23	\$56,640	20.3%
27-1014	Advertising Sales Representative	detail	30	24.9%	0.051	0.26	\$25.74	\$27.18	\$56,530	5.4%
27-1021	Advertising Sales Agent	detail	80	47.0%	0.124	0.54	\$22.90	\$24.84	\$51,670	8.4%
27-1023	Advertising Executive	detail	130	17.4%	0.206	0.69	\$10.40	\$11.78	\$24,500	8.5%
27-1024	Advertising Sales Representative	detail	710	13.4%	1.143	0.76	\$22.55	\$24.57	\$51,110	3.9%

Chattanooga, TN-GA - May 2018 OES

https://www.bls.gov/oes/

Occupation code	Occupation title	Level	Employment	Employment RSE	Employment per 1,000 jobs	Location quotient	Median hourly wage	Mean hourly wage	Annual mean wage	Mean wage RSE
27-0000	Advertising, Public Relations, and Promotions Managers	major	2,590	10.1%	10.527	0.78	\$19.73	\$23.22	\$48,300	3.8%
27-1011	Art Director	detail	40	24.8%	0.148	0.53	\$39.95	\$40.04	\$83,290	10.4%
27-1013	Advertising Executive	detail	70	41.1%	0.125	1.55	\$22.32	\$24.84	\$51,670	16.3%
27-1021	Advertising Sales Agent	detail	50	27.3%	0.222	0.97	\$23.43	\$24.82	\$51,630	4.9%
27-1023	Advertising Executive	detail	70	16.5%	0.295	0.99	\$12.03	\$12.38	\$25,750	6.1%
27-1024	Advertising Sales Representative	detail	320	12.2%	1.287	0.85	\$20.38	\$21.44	\$44,590	4.5%

8.1

The screenshot shows a web browser window with the URL https://www.bls.gov/oes/current/oes_27740.htm#27-0000. The browser tabs include 'Johnson City, TN - May 2018 OE', 'iLearn', 'Login - TN eCampus', 'Google', 'YouTube', 'Banner', 'TTU - Tennessee...', 'Division of Water R...', and 'Septic'. The main content is a table with the following data:

Code	Occupation Name	Level	Count	Percentage	Wage	Hourly Rate	Annual Salary	Annual Salary	Annual Salary	Percentage
27-0000	Arts, Design, Entertainment, Sports, and Media Occupations	major	540	12.0%	7.002	0.52	\$16.62	\$18.62	\$36,720	3.4%
27-1023	Floral Designers	detail	40	20.9%	0.480	1.60	\$11.25	\$11.58	\$24,090	3.5%
27-1024	Graphic Designers	detail	100	25.5%	1.294	0.86	\$15.42	\$17.62	\$36,640	7.1%

Craft and Fine Artists, More Resources

<https://www.bls.gov/ooh/arts-and-design/craft-and-fine-artists.htm#tab-9>

8.1

The screenshot shows the Occupational Outlook Handbook page for 'Craft and Fine Artists'. The header includes the United States Department of Labor and Bureau of Labor Statistics logos, along with navigation links like 'Home', 'Subjects', 'Data Tools', 'Publications', 'Economic Releases', 'Students', and 'Beta'. A search bar is present in the top right. The main content area features a navigation menu with tabs for 'Summary', 'What They Do', 'Work Environment', 'How to Become One', 'Pay', 'Job Outlook', 'State & Area Data', 'Similar Occupations', and 'More Info'. The 'Contacts for More Information' section provides links to various organizations: National Association of Schools of Art and Design, American Craft Council, New York Foundation for the Arts, The Association of Medical Illustrators, National Assembly of State Arts Agencies, and National Endowment for the Arts. It also lists O*NET categories: Artists and Related Workers, All Other; Craft Artists; and Fine Artists, Including Painters, Sculptors, and Illustrators. A 'SUGGESTED CITATION' box and social media sharing options are at the bottom.

8.1

Craft and Fine Artists, Craft Council
<https://craftcouncil.org/resources>

Resources

Craft Museums in the United States

View museums that collect and exhibit contemporary craft.

National and Regional Craft Organizations

Find contact information for an organization near you.

Schools with Craft Workshops and Courses

These schools offer workshops or courses in craft in a broad sample of mediums. Some of these schools may also offer degree or certificate programs in craft arts. Course catalogues are available through the schools' websites. For further information on art / craft degrees and programs in your community, visit your public library. You can also browse searchable listings of all college and university programs through [Peterson's Education and Career Center](#).

State Arts and Crafts Councils

State arts councils are an excellent source of information on grants and other funding opportunities. Local craft organizations often have information regarding workshops, exhibitions, local craft shows, and networking opportunities for artists.

Appendix 2: Letters of Support

8.1



Computer Science

TENNESSEE TECH

Friday, September 18, 2020

Kimberly Winkle, MFA
School of Art, Craft & Design
College of Fine Arts
Tennessee Technological University

Professor Winkle,

I am writing in response to the proposed Bachelor of Science in Studio Art. While Tennessee Technological University is a STEM focus institution with a foundation in engineering and the sciences, it is also a comprehensive university with a wide variety of programs ranging from music to nursing, business, and agriculture. The diversity of these programs gives rise to an ability to promote interdisciplinary collaboration across boundaries that are relevant for the landscape of the 21st century.

The Department of Computer Science at Tennessee Technological University offers an ABET accredited BS in Computer Science with concentrations in *cybersecurity*, *data science*, and *high-performance computing*. As a program ranked in the Top 100 of computer science programs at public institutions nationally by US News and World Report, we attract students from Tennessee, nationwide, and internationally to study computer science. Graduates go on to work at companies in all sectors of industry and public service.

Your proposal for creating a BS in Studio Art (foregoing the traditional Bachelor of Fine Arts) is a compelling move towards supporting collaboration between our departments. In the IT innovation space, there has been a move towards human-centered design and the merging of design thinking with technology to create organizations that are multi-faceted and able to meet the needs of both emerging and established markets alike. For students in the Computer Science program, the ability to collaborate with design students in order to facilitate collaborative and situated learning creates a set of opportunities that we have not enjoyed thus far on this campus. In particular, while our students have skill sets that include technical ability and professionalism (with respect to teamwork, communication, and the like), what they lack is meaningful experiences with designers, graphic artists, and others that they would likely be collaborating with in the workforce upon their graduation. Your program would create the ability for us to develop joint courses, sequences, and pathways that provide students in both of our programs to have multiple touch points by which they can collaborate as learners.

In closing, I am in full support of your proposal to create a Bachelor of Science in Studio Art and I look forward to more fully developing opportunities for collaboration that such a program affords.

Regards,

Gerald C. Gannod
Harry C. Stonecipher Distinguished Professor, and
Chair, Department of Computer Science

Tennessee Tech / Box 5101 / Cookeville, TN 38505 / 931-372-3691 / F: 931-372-3686 / tntech.edu/csc

8.1



Chemical Engineering

TENNESSEE TECH

9/18/2020

Dr. Kimberley Winkle
Director
School of Art, Craft and Design
Tennessee Technological University

Dear Dr. Winkle,

I am writing this letter in strong support of the need for a Bachelor of Science in Studios Art in addition to the current Bachelor of Fine Arts in Art. The Department of Chemical Engineering, as a STEM discipline, is aware of the national trend towards STEAM disciplines which partner arts and engineering. We have been exploring the potential for those types of partnerships with art in the past several years and the institution of this BS degree would provide an avenue through which to pursue collaborative curriculum that would more seamlessly allow the building of those types of partnerships. Partnerships in 3-D printing modalities have been explored for example.

It is important for Higher Education to pursue the addition of new degree programs to better support today's students while also contributing to overall institutional sustainability. The addition of the proposed Bachelor of Science in Studio Arts would aid in achievement of those goals. The Department of Chemical Engineering supports this initiative and potential for cross-disciplinary collaboration as a result.

Best regards,

Holly A. Stretz
Professor and interim Chair, Department of Chemical Engineering
Faculty Senate President 2020-2021



Mechanical Engineering

TENNESSEE TECH

Andy Pardue, PhD
Lecturer - Mechanical Engineering
Brown 316
155 W. 7th Street
Cookeville, TN 38505

14 September 2020

Letter of Support – Bachelor of Science in Studio Arts

To Whom It May Concern;

I offer my support for the proposed formation of the Bachelor of Science in Studio Arts as member of the Mechanical Engineering faculty in College of Engineering. This new degree expands the degree options for students in the College of Fine Arts, and offers unique entrepreneurial opportunities for the university to leverage expertise in both the College of Fine Arts and the College of Engineering. The BS in Studio Arts program certainly aligns well with the university's signature Rural Reimagined initiative.

I can envision opportunities for the BS Studio Arts students to take elective courses in the College of Engineering for specific areas of interest. These BS Studio Arts students could also work with engineering students on team projects that blend functional art with engineering concepts. The areas of Additive Manufacturing (3D printing) and Computer Numerical Controlled (CNC) machining offer unique opportunities for future BS Studio Arts students to work with tools for the creation of art that are currently now thought of as primarily engineering tools. There would also be the opportunity for these students to work together leveraging strengths of the College of Fine Arts and the College of Engineering to develop entrepreneurial ideas for the blending of art and manufacturing technology into a business.

The BS Studio Arts graduates would be great ambassadors for STEM education to showcase non-traditional and creative pathways for students to use and interact with STEM concepts in future careers that benefit both themselves and their families, the communities and the region.

Sincere regards,

A handwritten signature in black ink, appearing to read 'AP', is written over a light blue horizontal line.

Andy Pardue, PhD, bpardue@tntech.edu, (931) 372-6169

Letter of Support for a Bachelor of Science in Studio Art

L. Scott McRoberts, BFA, MFA
Associate Professor of Art
Nashville State Community College
120 White Bridge Rd.
Nashville, TN 37209
Office Phone: 615-353-3686

To Whom it May Concern,

It is essential for institutions of Higher Education to offer a variety of opportunities for graduation through numerous pathway options. Tennessee Technological University currently only offers a Bachelor of Fine Art for any of its studio majors, including Art Education. This rigorous and highly specialized program of study extends the students time seeking a degree, beyond two years, due to its heavy focus on studio course work. The B.F.A. may not be the best option for students seeking a degree in Art Education, Graphic Design, or entering a competitive contemporary art field.

With ever increasing enrollment costs, completing degree requirements efficiently is a high priority. Students transferring to TTU from a TN Community College will find they are at a disadvantage, in regards to credit hours. Facing financial and time constraints students may choose another path, or outright drop pursuit of a degree. With the interest of keeping students on the path to success, offering a dynamic and interdisciplinary curriculum will enhance a student's chances of graduation and navigating their post-scholastic careers.

I support the addition of a Bachelor of Science in Studio Art at Tennessee Tech. The Tennessee Promise and Tennessee Reconnect programs have created a growing population of transfer students seeking an affordable and efficient path to a degree. The B.S. degree would provide a framework and schedule, enabling students to explore art media with flexibility and focus. The program could be completed within a timely manner, transfer students with an A.A. in Studio Art could complete the B.S. within two years, and the increase of pathways to graduation will nurture opportunities for success.

A Bachelor of Science in Studio Arts at TNTECH would enhance the University's integrity, as it displays a commitment to the Arts and their unique cultural history in our region. A B.S. in Studio Art presents an accredited option for students and helps TNTECH remain competitive on a national level. Tennessee Technological University and the Appalachian Center for Craft have the opportunity to increase enrollment numbers, expand the diversity of degree seeking students, and nurture success through the addition of a Bachelor of Science in Studio Art.

I appreciate your time and consideration.

Kind Regards,

L. Scott McRoberts

8.1



PO Box 567 • 556 Parkway • Gatlinburg, Tennessee 37738
ph: 865.436.5860 • fax: 865.430.4101 • www.arrowmont.org

June 24, 2019

To Whom It May Concern,

This is a letter of support for the School of Art, Craft and Design at Tennessee Tech University for their plans to create the additional degree of a Bachelor of Science in Studio Art. As Program Director at Arrowmont School of Arts and Crafts, I oversee many reviews and search committees for professional opportunities on campus. This includes multiple scholarship reviews, gallery and exhibition proposals, as well as applications for fellowships and residencies. Total, my committees review an estimated 200-300 applications every year. While not all of these searches take into account the applicant's education and background, our search criteria for a strong candidate remains the same regardless: the applicant presents an enthusiastic and inquisitive desire to continue their art education, and their previous life experiences demonstrates that enthusiasm. While some of those opportunities ask that the applicant have a strong body of artwork, *none* of those searches require any specific degree. We have had artists-in-residence who have had Masters of Fine and Arts and also only Bachelor of Fine Arts, but we have also had just as many with Bachelors of Art and/or Bachelors of Science, and have even had residents and fellows with no formal art degree at all. Again, for us, a quality candidate that has rich life experiences and a diverse breadth of knowledge is as valuable to us as any specific academic coursework. A degree that would give a young artist the opportunity to explore as many topics and resources as possible would certainly meet such a requirement. Therefore, I believe that a BS at Tennessee Tech would give artists the broadness of abilities that we often seek from our applicants.

It is not only scholarships, residents, and educational assistants that we search for here at Arrowmont. When I joined the staff in 2012, Arrowmont had about fifteen full-time employees; now, we have closer to thirty. I have been on the search committee for many of those new permanent positions, and have even lead the committees for the 3-4 searches in my own department. I can absolutely say that what we seek in our students, residents, and fellows also holds true for our employees. Arrowmont highly values those who have had varied and extensive experiences not only in the arts, but also in other interests and areas. While sometimes we do suggested recommended degrees for certain positions, A Bachelor of Science that reveals a job applicant's breadth would be an asset to their resume and experience.

With small liberal art colleges as well as art schools currently closing around us, any higher education institution in Tennessee that gives young artists the best possible tools and practice for a career in the arts is a boon to our state and region. As the Program Director at Arrowmont, I wholeheartedly support Tennessee Tech offering a Bachelor of Science to give students the best interdisciplinary education possible to prepare them on their journey.

Cheers,

A handwritten signature in black ink that reads "Nick DeFord". The signature is stylized with a large, sweeping "N" and "D".

Nick DeFord
Program Director
Arrowmont School of Arts and Crafts

phone: 865-436-5860
e-mail: ndeford@gmail.com

8.1



June 12, 2019

Kimberly Winkle
Director and Associate Professor
School of Art, Craft and Design
Tennessee Tech University
242 E. 10th Street, Room 112
Campus Box 5085
Cookeville, TN 38505

8.1

Dear Ms. Winkle:

As you may already know, our creative agency has had the great fortune of employing interns from Tennessee Tech's School of Art, Craft and Design. This has been a tremendous resource for expanding our capabilities and securing team members for future growth. We have greatly benefited from it for several years now and would welcome the opportunity to engage more interns, but are looking to expand beyond design interns to interns with a more varied skill set.

Professionals in the creative industry today must be better equipped to carry out a variety of creative tasks, and we routinely look for those individuals who have multidisciplinary backgrounds. We feel that by Tennessee Tech adding a Bachelor of Science degree in studio arts, it would help us better accomplish our goal of having a versatile and varied team of creatives. Having a graphic design background is important, but we have found that in today's age, it's more important to employ well-rounded individuals with a varied background. Specifically, we are recruiting designers who also have either a background in web design or other broader marketing skill sets. This helps us to more efficiently meet the needs of our clientele, as recruiting these individuals has become extremely competitive. Having them available in our "own backyard" would give us a competitive advantage and allow for future growth.

We hope that Tennessee Tech is able to add this degree offering so that it not only benefits area businesses, but better prepares the student to be an in-demand and highly employable creative professional.

Sincerely,

Roman Stone
President/CEO
WDStone

WDStone
BRANDING / NEW MEDIA
114 N. WASHINGTON AVE.
COOKEVILLE, TN 38501
931.525.6020
WDSTONE.COM



Imagine. Start. Grow

July 15, 2019

Kimberly Winkle
Director
School of Art, Craft and Design
Tennessee Tech University
242 E. 10th Street, Rm. 112
Campus PO Box 5085
Cookeville, TN 38505

Dear Ms. Winkle,

We have had the pleasure of employing several of TTU's design students at our entrepreneur center of the past few years. Modern companies need a varied team to build a team that can compete in today's world. The best engineered product in the world will fail if there is not a strong emphasis on design and aesthetics.

We are deeply involved in entrepreneurship and innovation at TTU and strongly encourage participation from the art community.

Furthermore, artists need a degree that includes education in business basics. We believe that a large percentage of artists are in fact entrepreneurs. They need the skills that a BS in Studio Art would provide.

We are more than happy to add our support for your degree and would more than happy to advise you on the entrepreneurial components that are needed.

Thank you for allowing our input and let me know if I can be of further assistance.

Sincerely,

Jeff Brown
President

114 N Cedar Ave
Cookeville, TN 38501

60 Ridley St. Ste. 101
Crossville, TN 38555

931-210-5105

www.thebizfoundry.org

8.1

Amanda Kail
Foxtrot Branding
hello@foxtrotbranding.com
931-644-3953
June 10, 2019



To whom it may concern,

I am writing in support of Kimberly Winkle and her movement to establish a new Bachelor of Science degree in Studio Art.

I am a Tennessee Tech University alum and co-founder of the Tennessee-based design studio Foxtrot Branding.

One of my biggest wishes for my college experience at Tech has always been that I wish I had received more education on how to represent myself not only as an artist & graphic designer, but as a business, and all the interworkings of managing a business. I believe all students would benefit from a more business-minded education in the arts, as all artists are in the business of sales and marketing, two skills which I have had to learn on-the-job.

When transitioning from my college career to starting my own business, I quickly recognized I was not equipped with the knowledge necessary to get my business started, to name a few: how to write a contract that protects myself and my business, how to price my services, how to invoice clients and obtain payments, how to save for and pay taxes as a business owner, how to market my business, how to close a sale, and the list goes on. Over time, I have figured it out myself using various resources online and with guidance from local mentors. Regardless of my ability to self-teach and learn by trial and error, I do strongly believe that if I had the opportunity to take more classes in business/marketing during my college career at Tech, I would have been more prepared for making the drastic switch from being a student to a business owner, and could have launched my business more efficiently from the start, and with more confidence knowing that I was doing things correctly.

I do hope you take my letter into consideration when evaluating the proposed Bachelor of Science degree in Studio Arts, as I wholeheartedly support Winkle's position, knowing how valuable this multidisciplinary education could have been to myself and my fellow students.

All my support,
Amanda Kail

8.1

Jonathan W. Bledsoe
07/08/2019

To whom it may Concern,

This letter is my sincere and full endorsement of the proposed Bachelor of Sciences concentration in Studio Arts program at Tennessee Technological University. This program proposal offers a flexible curriculum that the current Bachelor of Fine Arts degree lacks. As a non-traditional student, the rigidity of the requirements inherent in the current BFA program limit a student's opportunity to pursue additional interests and useful courses such as business and marketing. A more employable and well rounded focus on the curriculum will better position them as well as they bridge the gap between "artists", "artisans", and "crafts practitioners".

Speaking personally, I intend a more commercial means of employment. That being said, the instruction I have received in the technical aspects of my craft have been excellent and invaluable. I know of no other undergraduate program that offers the wide scope of skills available in the arts program.

Opening up the curriculum does nothing but gain positive results. More options with more flexibility will directly influence the net gain of graduates. I know of people interested in the craft but not the strict and rigorous studio and curricular demands. Approaching an art degree with more flexibility and varied learning opportunities will bring more students to the program that will complete a degree, and be better positioned for potentially more career options.

My highest regards,



8.1



Nicole Groot

Painting and Illustration

nmgroot2@gmail.com

(931) 250-2781

July 25, 2019

To whom it may concern:

I am writing to support Kimberly Winkle's proposal to implement the new Bachelor of Science and Studio Art degree program. I was excited to learn about this potential degree offering. I believe it will help to grow the School of Art, Craft, and Design, and allow students to tailor their education to fit their unique career goals.

I am currently a senior majoring in painting. Although I have not yet completed my BFA, I have been a working artist since I was sixteen years old. I illustrated children's books for Flowerpot Press, worked as a freelancer, and painted murals to pay for my education. In my experience, working artists today must be versatile and adaptable, skilled communicators and collaborators with people of varied disciplines. It follows that gaining experience in more than one field of study could help creative people navigate their careers—careers that are becoming more diverse, multidisciplinary, and interconnected with each passing year.

Many working artists, including myself, struggle to maintain proficiency in the business side of our careers. Art majors currently have one class that thoroughly addresses this issue: Professional Practices taught by Kim Winkle. Most of my peers agree that Professional Practices is a uniquely valuable course and an indispensable component of our education. Some of them, however, wanted more of this course, as they felt one semester of this topic was not enough time to learn the complexities involved in marketing, selling, and working as an artist. The usefulness of this course is a testament to how the Bachelor of Science and Studio Art could immensely benefit individuals who wish to diversify their skillset.

Lastly, I believe that this degree option will encourage more students to enroll in our department. Prospective students who are passionate about multiple subjects are not as likely to pursue a BFA. The Bachelor of Science and Studio Art could empower creative students who would not normally pursue a degree that is exclusively focused on art. I believe this degree will benefit creative people who wish to explore their interests and ensure flexibility in their career path. The students enrolled in this program could also bring new ideas and perspectives to BFA students as we expand our artistic community.

Thank you for considering my letter of support.

Sincerely,

Nicole Groot

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Appendix 3: THEC Financial Projection Form

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Tennessee Higher Education Commission									
Appendix A: THEC Financial Projections Form									
Tennessee Tech University									
Bachelor of Science in Studio Arts									
<p>Multi-year projections are required for doctoral programs. Five-year projections are required for baccalaureate and Master's degree programs. Three-year projections are required for associate degrees and independent certificates. Projections should include cost of living increases per year. Planning year projections are not required but should be included when appropriate.</p>									
	Planning Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8
I. Expenditures									
A. One-time Expenditures									
From/Transferable Space	\$	\$	\$	\$	\$	\$	\$	\$	\$
Equipment	\$ 1,000	\$	\$ 1,000	\$ 2,000	\$	\$	\$	\$	\$
Library	\$	\$	\$	\$	\$	\$	\$	\$	\$
Construction	\$	\$	\$	\$	\$	\$	\$	\$	\$
Travel	\$	\$ 210	\$ 210	\$ 210	\$ 210	\$ 210	\$ 210	\$ 210	\$
Other	\$ 3,000	\$	\$	\$	\$	\$	\$	\$	\$
Sub-Total One-time	\$ 4,000	\$ 210	\$ 2,210	\$ 2,210	\$ 210	\$ 210	\$ 210	\$ 210	\$
B. Recurring Expenditures									
Personnel									
Administration									
Salary	\$	\$	\$	\$	\$	\$	\$	\$	\$
Benefits	\$	\$	\$	\$	\$	\$	\$	\$	\$
Sub-Total Administration	\$	\$	\$	\$	\$	\$	\$	\$	\$
Faculty									
Salary	\$	\$	\$ 2,100	\$ 2,100	\$ 4,200	\$ 4,200	\$	\$	\$
Benefits	\$	\$	\$ 210	\$ 210	\$ 440	\$ 440	\$	\$	\$
Sub-Total Faculty	\$	\$	\$ 2,310	\$ 2,310	\$ 4,640	\$ 4,640	\$	\$	\$
Support Staff									
Salary	\$	\$	\$	\$	\$	\$	\$	\$	\$
Benefits	\$	\$	\$	\$	\$	\$	\$	\$	\$
Sub-Total Support Staff	\$	\$	\$	\$	\$	\$	\$	\$	\$
Graduate Assistants									
Salary	\$	\$	\$	\$	\$	\$	\$	\$	\$
Benefits	\$	\$	\$	\$	\$	\$	\$	\$	\$
Tuition and Fees* (See Below)	\$	\$	\$	\$	\$	\$	\$	\$	\$
Sub-Total Graduate Assistants	\$	\$	\$	\$	\$	\$	\$	\$	\$
Operating									
Travel	\$	\$	\$	\$	\$	\$	\$	\$	\$
Printing	\$ 1,000	\$ 500	\$ 900	\$ 500	\$ 500	\$ 500	\$	\$	\$
Equipment	\$	\$	\$	\$	\$	\$	\$	\$	\$
Other	\$	\$	\$ 300	\$ 300	\$ 110	\$ 150	\$	\$	\$
Sub-Total Operating	\$ 1,000	\$ 500	\$ 900	\$ 800	\$ 610	\$ 650	\$	\$	\$
Total Recurring	\$ 1,000	\$ 500	\$ 2,810	\$ 2,810	\$ 5,290	\$ 5,290	\$	\$	\$
TOTAL EXPENDITURES (A + B)	\$ 5,000	\$ 750	\$ 5,140	\$ 5,140	\$ 9,940	\$ 9,940	\$	\$	\$

Page 1

	Planning Year	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
B. Revenue								
Tuition and Fees ¹	\$ --	\$ 73,654	\$ 94,608	\$ 126,264	\$ 157,830	\$ 210,440	\$ --	\$ --
Institutional Reallocations ²	\$ 3,000	\$ (72,904)	\$ (89,588)	\$ (121,104)	\$ (152,280)	\$ (204,900)	\$ --	\$ --
Federal Grants ³	\$ --	\$ --	\$ --	\$ --	\$ --	\$ --	\$ --	\$ --
Private Grants or Gifts ⁴	\$ --	\$ --	\$ --	\$ --	\$ --	\$ --	\$ --	\$ --
Other ⁵	\$ --	\$ --	\$ --	\$ --	\$ --	\$ --	\$ --	\$ --
BALANCED BUDGET LINE	\$ 3,000	\$ 750	\$ 3,140	\$ 3,160	\$ 3,540	\$ 3,540	\$ --	\$ --
Notes:								
(1) Provide the funding source(s) for the new or renovated space. The proposed degree does not require new nor renovated space. Program related expenses will be supported via departmental operating funds.								
(2) In what year is tuition and fee revenue expected to be generated? Tuition and fees include maintenance fees, out-of-state tuition, and any applicable carnation fees for the program. Explain any differential fees. Year 1								
(3) Identify the source(s) of the institutional reallocations, and grant matching requirements, if applicable. None.								
(4) Provide the source(s) of the Federal Grant including the granting department and CDAC/College of Education/Division of Domestic Assistance) number. N/A								
(5) Provide the name of the organization(s) or individual(s) providing grant(s) or gift(s). N/A								
(6) Provide information regarding other sources of the funding. No other sources exist.								

Page 2

Appendix 4
TTU Response #1 to THEC LON Evaluation
May 2021

8.1

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8.1

Overview

There are 3 items of concern by THEC in the screenshot below. We have provided a response these items in this document.

Local and regional need	<ul style="list-style-type: none"> ▪ Please provide data that specifically addresses the local and regional need for the proposed BS in Studio Art. ▪ Table 1 on page 13 – it is unclear what the numbers represent – please clarify.
Employer need/demand	<ul style="list-style-type: none"> ▪ The U.S. Bureau of Labor Statistics (2016) reports 53,400 jobs nationally for Crafts and Fine Arts and projects the rise of 6 percent in 2026. ▪ As reported by the BLS, during an economic downturn, the demand for the output market can be sensitive. During the current pandemic please provide support on how the proposed degree will support and provide graduates an opportunity for employment?

1. First question by THEC

“Please provide data that specifically addresses the local and regional need for the proposed BS in studio art”

Despite the THEC heading “local and regional need,” it is difficult to determine “need” both philosophically and empirically. As is the case with most of the feasibility studies we conduct, we choose to fulfill this section with research that presents a snapshot of the labor market conditions to help us assess the viability of the proposed degree.

The data sources we use come from the Bureau of Labor and Statistics (BLS) and the Integrated Public Use Microdata Series (IPUMS).¹ These are time-tested, reliable sources from which to conduct analyses

¹ These data sources are intertwined, as IPUMS relies on census data and American Community Surveys.

and draw conclusions. There may be alternative data sources to consider. But given our resource constraints and other limiting circumstances, investigating and verifying these sources is not realistic.

Table 1: Common Occupations for Art Majors	TN Art Majors	USA Art Majors
Arts, Design, Entertainment, Sports, and Media Occupations	31.9	29.8
Education, Training, and Library Occupations	10.6	8.7
Sales and Related Occupations	10.5	10.7
Management, Business, Science, and Arts Occupations	9.4	11.9
Office and Administrative Support Occupations	7.2	9.5
Computer and Mathematical Occupations	4.1	4.3

Table 2: Earnings Distribution Comparisons	TN Art Majors	US Art Majors	TN Workers	US Workers
mean	44549	51698	39634	45499
median	35000	40000	29000	31000
std deviation	53389	52260	49403	56281
1st quartile	20000	22000	13300	14700
3rd quartile	53000	65000	50000	57000

In our effort to address the question from THEC, we attempt to clarify the existing tables in the original report. Tables 1 and 2 in the section entitled local and regional demand offer insight into the regional labor market. Table 1 indicates which occupations that studio arts majors are finding jobs within the state of Tennessee. The table reveals that these majors find jobs in a diverse range of fields in the state, and that this trend is consistent with the nation. Although this information is not a direct measure of “need,” it does suggest which occupations are hiring these majors.

Table 2 presents earnings data for art majors and compares them with the average earnings of workers. In labor markets, an equilibrium wage is determined by where the supply of labor equals the demand for labor. Under the assumption of competition, firms pay workers a wage equal to their value.² And although a static analysis of earnings is not ideal, it can be assumed that earnings represent a reasonable measure of a degree’s value.

The median pay for Tennessee art majors is slightly lower than art majors in the nation. The median pay for Tennessee art majors is above that of all workers in TN and for the nation. And although this is merely a snapshot of market conditions, it remains a reflection of the value employers place on the skillset of such majors within the state.

In general, our view of the proposed major in studio arts remains consistent with the recommendations in the original feasibility study: the studio arts degree is unique in that it teaches students skills to specialize in art and also offers flexibility to find jobs in a diverse range of fields. An Arts student

² In equilibrium and under perfect competition, firms pay workers a wage equal to the value of their marginal product of labor.

entering another field does not necessarily mean they've abandoned their Art skills. These skills have likely given them that ability to cross-over into different industries. But we can't know this for sure without directly surveying them.

2. Second question by THEC

"Table 1 on p 13-it is unclear what the numbers represent, please clarify"

Table 1: Common Occupations for Art Majors	TN Art Majors	USA Art Majors
Arts, Design, Entertainment, Sports, and Media Occupations	31.9	29.8
Education, Training, and Library Occupations	10.6	8.7
Sales and Related Occupations	10.5	10.7
Management, Business, Science, and Arts Occupations	9.4	11.9
Office and Administrative Support Occupations	7.2	9.5
Computer and Mathematical Occupations	4.1	4.3

The figures in Table 1: Common Occupations for Art Majors are percentage calculations.

3. Third question by THEC

"As reported by the BLS, during an economic downturn...."

This is an updated forecast for the pandemic:

At the time of the original Summary and Viability statement (submitted on June 3, 2019), the Covid 19 Pandemic was not in effect. However, the pandemic accelerated to global concerns during the period February to March of 2020 (CDC).

A general consensus among economic forecasts is that the U.S. economy is expected to recover significantly when the global pandemic subsides. However, the timeline for these events is unknown, as various, professional forecasts differ significantly. In a previous analysis conducted by the Congressional Budget Office (CBO), key economic indicators, such as real gross domestic product, growth in real gross domestic product, and unemployment, were predicted to worsen during 2020. The forecast improves for the national economy in the early quarters of 2021, with national, annualized unemployment predicted to lower during this time. Annualized growth in real gross domestic product is expected to enter positive territory for the year 2021.

In Tennessee, unemployment rose by more than 1% by the end of 2020 (BERC). Negative trends in national employment and sales tax revenues were in effect for the same period. However, as expected in a diversified, dynamic economy, certain sectors in the state, such as new home construction, picked up during the pandemic period (BERC).

8.1

The Business Leaders Survey for the Winter of 2021 reported that a large share of respondents (80%) viewed the of the economy performing poorer than in the previous year, but a majority share saw things improving in coming years (CBER, p. 1).³ Respondents from the corporate sectors in the state reported that the upswing in the Tennessee economy will outperform the national economy based on several factors.

Regarding the labor force in TN, a slight majority share (55%) of business leaders reported difficulty in accessing the labor market, with variation across the regions in the state (p. 3). However, it was highlighted that STEM skills are considered highly valuable. A 2021 THEC report identifies STEM majors, such as those related to architecture and engineering, as experiencing growth in recent years (THEC, Academic Supply, p. 5).

For several years, the prevalence of STEM majors and their importance in the workplace has been rising (CNBC). This trend is expected to increase in future years beyond the pandemic, with significant parts of the economy relying on technology sectors for growth. But this is not good reason to discount the relevance and demand for other majors, such as those in the humanities and arts. The attributes of these majors will be needed to complement an economy that increasingly emphasizes STEM skills. A degree in Studio Arts, which integrates art with technical skills such as draftsmanship and digital media, is just one example of a complementary skillset. In addition, it has been emphasized that students majoring in Studio Arts fill jobs in a broad range of unrelated fields, which is a testament to the degree's flexibility (see original report).⁴

The viability of certain academic programs at universities and colleges is uncertain given the recent trends in public health and the economy. It is difficult to say which sectors in the economy, nationally and for the region, will prosper during and after the pandemic. It follows that predicting which academic majors will be impacted, either positively or negatively, will remain a challenge.

The proposed major in Studio Arts, based on skillsets taught in its traditional curriculum, may be more resilient when compared to others, in an economic downturn. Further, as an economy begins its upswing, the major may complement growth in technology jobs that could potentially lead a recovery. These trends described could take place as the pandemic ends and the national economy recovers.

General Disclaimers

Independence: The thoughts and views of the authors of this study are based on their professional judgement and were not influenced by an outside party and do not present a known conflict of interest.

The Economics: The recommendations made in this report are not based on a professional, comprehensive study of the national and regional economy. Making predictions on the viability of a new academic program in the short and long run depends on many factors, many of which are not measured in this study. Input (labor market) and output markets play a critical role in this process. For instance, it is important to understand how a new degree will affect labor markets, and thus, the

³ Responses from the survey were collected during the period January 19 2021 to February 1 of 2021 (p. 1).

⁴ From original recommendations: "The findings in the IPUMs data support this broader flexibility of the proposed degree in Studio Art."

nominal wage. There are also feedback effects to consider regarding how the market influences the degree.

Ideally, understanding an output or input market begins with characterizing the structure of the market along a spectrum. The four main market structures in the output market are the Monopoly, Oligopoly, Monopolistic Competition, and Perfect Competition. Similar structures exist for the input markets. This study does not include an analysis of market structure.

Although earnings in the marketplace are not the only return one receives for their talents and skills, the focus of this study is largely on the monetary aspect associated with a proposed degree program. This study places a large focus on input markets, but does not consider the wide range of nonmonetary factors that may encourage someone to seek a new degree.

The interplay between output and input markets, the timing of these markets, and economic shocks, are just some of the elements that should be accounted for in the prediction process. Overall, this makes forecasting very complex and difficult. Because these factors are not considered here, caution should be taken when considering the summary analysis in this study.

References for updated forecast

(THEC, Academic Supply) Academic Supply and Occupational Demand Report 2021. THEC TSAC, Tennessee Department of Labor and Workforce Development. 2021.

(IPUMS) Integrated Public Use Microdata Series.
Integrated <https://usa.ipums.org/usa/>

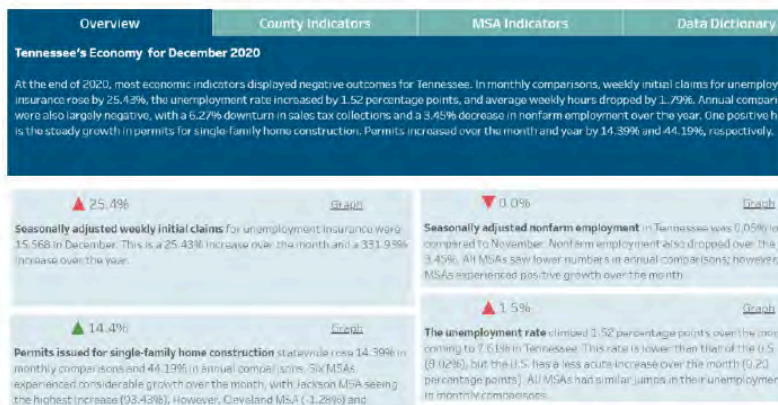


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(BERC) Business and Economic Research Center. Middle Tennessee State University.

<https://mtsu.edu/tacir/>

-has state and county indicators



(CNBC) Here's how the pandemic is reshaping career planning for college students. CNBC. June 11,

2020. Michelle Fox. <https://www.cnbc.com/2020/06/11/how-the-pandemic-is-reshaping-career-planning-for-college-students.html>

Among the services the nonprofit provides is its online [Job FutureCaster](#) tool, which is designed to help students choose a major. Already, Hill is seeing a trend.

“People are utilizing the programs that help them select a major and they are keying in on the STEM majors,” he said, referring to science, technology, engineering and mathematics fields of study.

“Then they are keying in on programs to help them pick a school close to home.”

STEM majors have been on the rise since the Great Recession. In the 2009-10 academic year, there were nearly as many graduates with humanities degrees as STEM degrees, [according to the labor market analytics firm Emsi](#).

By 2016, STEM majors in bachelor-degree programs, and above, had grown by 43%. Meanwhile, degrees in the humanities declined by 0.4%, Emsi found.

Hill is now working on his latest model, which will estimate what jobs will be available to those under age 25 in three to five years' time. Already, he's seeing that existing trend towards STEM accelerating.

However, students shouldn't be so quick to ditch their liberal arts majors, said Debra Felix, a former director of admissions at New York's Columbia University who now runs her own firm, [Felix Educational Consulting](#).

"What the world needs more of right now, and not fewer of, is adults that understand how different fields interact and interconnect and affect each other," she said.

Felix said none of her students have spoken about switching majors yet, but have discussed changing the concentration in the major they have chosen. For example, someone in health care may shift to global health, she said.

"They might change their career plans but they still wouldn't change the major they are actually in," Felix said.

(CBER) Business Leaders Survey Winter 2021. Boyd Center for Business and Economic Research. University of Tennessee, Knoxville.

U.S. and Tennessee Economy

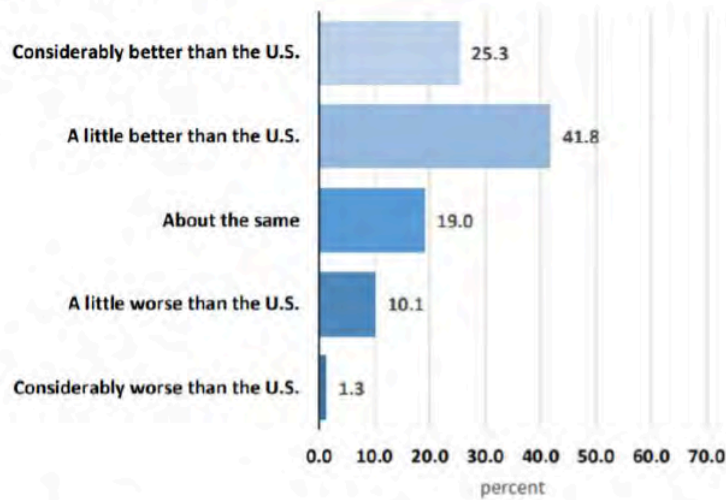
Not surprisingly, 80 percent see the U.S. economy as worse than one year ago, with only 10 percent seeing it better. On the good news side, about 90 percent believe the economy is the same or better than it was six months ago. Leaders are somewhat optimistic that things will improve, with two-thirds saying the economy will be better over the next year and only a little over one-fifth believing the economy will worsen. General expectations about Tennessee's economy are similar to those for the national economy, but most expect Tennessee's economy to improve more than the national economy, with two-thirds expecting healthier improvement in Tennessee and only 11 percent seeing the U.S. doing better (see Figure 2). The perspective on Tennessee's relative economic strength is very similar to

1 | Tennessee Business Leaders Survey

that expressed in the previous survey. Stronger business investment (47 percent) and better government leadership (19 percent) were the primary reasons listed for why Tennessee growth will outpace the nation's over the next 12 months; this is very similar to the earlier survey. Separately, the vast majority (73 percent) believe Tennessee is headed in the right direction and 70 percent see Tennessee's state government doing an excellent or good job of creating a good business environment compared with only 3 percent seeing the state doing poorly. This demonstrates a consistent positive perspective on the state. Respondents were permitted to identify up to three areas where Tennessee could improve its business climate. Technology infrastructure (71 percent) and transportation infrastructure (66 percent) were strongest, followed by targeted economic development incentives (49 percent).

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Figure 2: Two-thirds of Tennessee business leaders expect the Tennessee economy to be better than the national economy over the next 12 months.



Source: Tennessee Business Leaders Survey, Winter 2021 results.

Labor Force

Respondents were asked several questions about Tennessee's labor force. Responses on ability to find trained workers were very similar to the first survey. Just over one-half (55 percent) said they were unable to find sufficient workers with the right training in the state, and the responses again differed notably by region. About 52 percent in middle Tennessee said there is a supply of appropriately trained workers, but this drops to one-third in east and west Tennessee. Technical skills, particularly in east Tennessee, followed by work ethic and initiative (both particularly in west Tennessee) were listed as the biggest labor supply concerns. Fifty-five percent indicated retaining workers is a challenge. Leaders had very different perspectives on what factors make it difficult to retain workers, to the extent it is an issue. Quality of local schools and substance issues were raised most frequently (again, particularly in west Tennessee) each by about one-fourth of respondents. Availability and cost of housing and child care were much more likely to be listed by middle Tennessee leaders.

Seventy percent indicated that STEM education is very important to their business' future (see Figure 3). While a high percent list it as very important in every region, 85 percent say so in east Tennessee versus 48 percent in west Tennessee.

Interview with CEA

<https://www.pbs.org/newshour/show/bidens-economic-adviser-on-pandemic-relief-we-cant-afford-to-wait-another-few-months>

(CBO) Congressional Budget Office.

<https://www.cbo.gov/publication/56335>

← → ↻ 📄 cbo.gov/publication/56335

CBO's Current Projections of Output, Employment, and Interest Rates and a Preliminary Look at Federal Deficits for 2020 and 2021

Posted by Phil Swagel on April 24, 2020

CBO has developed preliminary projections of key economic variables through the end of calendar year 2021, based on information about the economy that was available through yesterday and including the effects of an economic boost from legislation recently enacted in response to the pandemic. In addition, CBO has developed a preliminary assessment of federal budget deficits and debt for fiscal years 2020 and 2021. CBO will provide a comprehensive analysis of that legislation and updated baseline budget projections later this year.

In the second quarter of 2020, the economy will experience a sharp contraction, and CBO's current economic projections include the following:

- Inflation-adjusted **gross domestic product** (real GDP) is expected to decline by about 12 percent during the second quarter, equivalent to a decline at an annual rate of 40 percent for that quarter.
- The **unemployment rate** is expected to average close to 14 percent during the second quarter.
- **Interest rates** on 3-month Treasury bills and 10-year Treasury notes are expected to average 0.1 percent and 0.6 percent, respectively, during that quarter.

For fiscal year 2020, CBO's early look at the fiscal outlook shows the following:

CBO's Economic Projections for 2020 and 2021

	2020				Annual	
	Q1	Q2	Q3	Q4	2020	2021
Real GDP (Percentage change from preceding quarter) ^a	-0.9	-11.8	5.4	2.5	n.a.	n.a.
Real GDP (Percentage change, annual rate) ^a	-3.5	-39.6	23.5	10.5	-5.6 ^b	2.6 ^b
GDP (Trillions of dollars)	21.6	19.1	20.1	20.7	20.4	21.3
Unemployment Rate (Percent)	3.8	14.0	16.0	11.7	11.4	10.1
Interest Rate on Three-Month Treasury Bills (Percent)	1.1	0.1	0.1	0.1	0.4	0.1
Interest Rate on Ten-Year Treasury Notes (Percent)	1.4	0.6	0.7	0.7	0.8	0.7

GDP = gross domestic product; n.a. = not applicable

a. Real values are nominal values that have been adjusted to remove the effects of changes in prices.

b. Data are shown on a fourth-quarter-to-fourth-quarter basis.

The Labor Market. The unemployment rate is projected to average 15 percent during the second and third quarters of 2020, up from less than 4 percent in the first quarter. The unemployment rate is the number of jobless people who are available for and seeking work, expressed as a percentage of the labor force. The increase in that rate in the second and third quarters reflects the net effect of a projected loss of nearly 27 million in the number of people employed and the exit of roughly 8 million people from the labor force.

Reflecting that reduction in the labor force, the labor force participation rate—that is, the percentage of people in the civilian noninstitutionalized population who are at least 16 years old and who are either working or seeking work—is projected to decline from 63.2 percent in the first quarter of this year to 59.8 percent in the third quarter. As a result, the employment-to-population ratio is projected to decline by about 10 percentage points over that same period.

The labor market is expected to improve after the third quarter, with a rebound in hiring and a significant reduction in furloughs as the degree of social distancing diminishes—leading to an increase in business activity and an increase in the demand for workers. In particular, the unemployment rate is projected to decline to 9.5 percent by the end of 2021. Under that projection, the unemployment rate at the end of 2021 would be about 6 percentage points higher than the rate in CBO's economic projection produced in January 2020, and the labor force would have about 6 million fewer people.

(CDC) Centers for Disease Control. Morbidity and Mortality Weekly Report. Feb 24, 2020-Mar 21, 2020.

<https://www.cdc.gov/mmwr/volumes/69/wr/mm6918e2.htm>

(NBER) National Bureau of Economic Research

<https://www.nber.org/research/data/us-business-cycle-expansions-and-contractions>

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Appendix 5
TTU Response #2 to THEC LON Evaluation
Local and Regional Need, September 2021

Addendum to Feasibility Study

8.1

Addendum to the Studio Arts Feasibility Study

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Introduction

The School of Art, Craft and Design in the College of Fine Arts at Tennessee Tech has submitted a proposal for a Bachelor of Science in Studio Art. This addendum to the original feasibility report for the proposal emanates from an external request to provide local labor market data, particularly for the Upper Cumberland Region.

Regional data is limited in its availability and scope. This is especially the case when trying to identify reliable, peer reviewed data for Cookeville and the Upper Cumberland Region.

The strong belief is held that although potential graduates in Studio Arts may find employment in the regions surrounding Tennessee Tech, the likelihood is high that they would find employment throughout the state. This result sheds a positive light on the value of the degree across different sectors and regions.

Given the aforementioned points, additional searches for local and regional data for other in TN did yield select results. This information is presented in the sections that follow.

REMI: Arts, entertainment, and recreation

REMI economic impact software provides regional data for the Upper Cumberland Region. The data is available through a customized for labor and workforce data baseline forecast provided by REMI.

While the data presented here is specific to the Upper Cumberland Region, it is not disaggregated to represent “Studio Arts.” Rather, REMI uses a broad definition, such as “Arts, Entertainment, and Recreation” to breakdown the region’s economic indicators. This result highlights the limitations regarding obtaining detailed information on regional data. Therefore, interpretation of the data in this section should be made with caution.

Table A presents jobs, as measured in “Individuals (Jobs)” for the Upper Cumberland Region (UCR) in the occupation in “Art and Design Workers” as they are employed in other sectors (see UC, job distribution). For example, in the year 2018, approximately 18 individuals in the category “Art and Design Workers” found employment in the sector “Motion picture and sound recording industries” ; approximately 112 found employment in Professional, scientific, and technical services ; approximately 2 found employment in Education services private ; approximately 28 found employment in Performing arts, spectator sports, and related industries ; and 1 worker found employment in Museums, historical sites, and similar institutions.

Table A: Art and Design Workers, job distribution by other sectors

	Motion picture and sound recording industries	Professional, scientific, and technical services	Education services private	Performing arts, spectator sports, and related industries	Museums, historical sites, and similar institutions
2018	17.759	112.433	1.965	28.491	1.733
2019	18.419	113.991	2.011	29.031	1.816
2020	18.980	114.898	2.051	29.454	1.900
2021	19.201	114.637	2.067	29.526	1.959
2022	19.360	114.249	2.081	29.590	2.013
2023	19.536	114.202	2.100	29.748	2.067
2024	19.776	114.614	2.119	29.973	2.115
2025	20.000	115.054	2.134	30.190	2.153

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Table B presents jobs, as measured in “Individuals (Jobs)” for the Upper Cumberland Region (UCR) for Arts, entertainment, and recreation for the years 2018-2025 (see Jobs, UCR, Arts). The table shows that over the time period 2018-2025, the number of jobs are increasing steadily in Arts within the Upper Cumberland Region.

Table B: Jobs, UCR, Arts

2018	2019	2020	2021	2022	2023	2024	2025
1670.751	1696.890	1716.347	1721.534	1730.433	1746.643	1767.332	1787.095

The Industry Profile analysis within REMI provides data on wages and salaries, compensation, and earnings by place of work for the Upper Cumberland Region for the broadly defined occupation Arts, entertainment and recreation (see REMI definitions). This data is presented in Table C (see Earnings, UCR, Arts in References ; see Industry Profile, UCR, Arts in References). Because the data here is likely more broadly defined than a degree in studio arts, interpretations should be made with caution.

Table C: Industry Profile, UCR, Arts (thousands of fixed (2018) dollars)

	2018	2019	2020	2021	2022	2023	2024	2025
Wages and salaries	18954.422	19604.133	20263.414	20761.825	21288.568	21858.648	22477.401	23094.698
Compensation	22205.492	22908.748	23667.067	24287.606	24961.903	25669.908	26425.973	27183.002
Earnings by place of work	38687.699	39843.551	41078.595	42061.651	43104.423	44203.293	45412.099	46625.002

Table D presents additional performance measures for the occupation Arts: a regional purchase coefficient and labor productivity. A regional purchase coefficient is “a measure of the share of demand for goods and services that is supplied locally” (IMPLAN).¹ For example, a higher coefficient in a particular industry signals that local suppliers are likely providing a relatively high share of the demand for goods and services for that sector (as opposed to that demand being satisfied by imports).² The coefficients presented in the table suggest that local producers within the Upper Cumberland offer a relatively low share of services in the sector defined as “Arts, Entertainment, and Recreation” (see REMI, Detailed, UCR, Arts in References). However, for comparison, the coefficients for “Educations Services, private” are provided in parentheses, which indicate an even lower share from local producers.

¹ The REMI definition is as follows: the proportion of the regional demand for a good or service that is fulfilled by regional production, as opposed to being fulfilled by imports from other regions.

² The REMI definition is as follows: the proportion of the regional demand for a good or service that is fulfilled by regional production, as opposed to being fulfilled by imports from other regions.

Labor Productivity, which is defined as “Output divided by Employment (Output per Employee, measured in thousands of fixed 2018 dollars),” is provided in Table D (REMI, Detailed, UCR, Arts). This indicator is included for the purpose of showcasing its increasing trend over time for the occupation “Arts, Entertainment, and Recreation.”

Table D: Detailed, UCR, Various, Arts

	2018	2019	2020	2021	2022	2023	2024	2025
Regional Purchase Coefficient	.242 (.017)	.241 (.017)	.240 (.017)	.239 (.017)	.239 (.017)	.238 (.017)	.238 (.017)	.238 (.017)
Labor Productivity	61.014	61.876	62.710	63.770	64.860	65.776	66.636	67.494

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Bureau of Labor and Statistics: Craft Artists

Using careeronestop.org, a source offered by the U.S. Bureau of Labor and Statistics (BLS) Occupational Outlook Handbook for Craft Artists (Handbook), salary information can be found based on city and/or zip code information.

When a search is conducted for wage information for the occupation Craft Artists for the Knoxville TN area, [careeronestop](https://careeronestop.org) provides the following information for only the U.S. and not Knoxville (see career Knoxville):³

High salary: U.S. 59,620
 Median salary: U.S. 35,180
 Low salary: U.S. 21,630

It is worth emphasizing that additional searches for the occupation Craft Artists for the regions of Nashville, Chattanooga, Knoxville, and Bristol produced information for the U.S. only and not for those aforementioned regions. When the occupation is changed to Artists and All Other Workers, the only available data is for the U.S. only, and not for the aforementioned regions.

When a search is conducted for wage information for the occupation Craft Artists for the Memphis TN area, [careeronestop](https://careeronestop.org) provides the following information for the Memphis area (U.S. data is provided as a reference) (see career Memphis):

High salary: Memphis 54,140 (U.S. 59,620)
 Median salary: Memphis 40,230 (U.S. 35,180)
 Low salary: Memphis 21,920 (U.S. 21,630)

³ Careeronestop defines the region in and around Cookeville TN, including such zips as “38506” and “38501” as “North Central TN” A search of “Cookeville” produces *only data for the U.S.* Identical salary data is found for “38501”

Summary: Arts

This document, which serves as an addendum to the original studio arts feasibility report, presents regional data for the state of Tennessee as part of assessing local and regional need/demand. The data is for the Upper Cumberland Region, which includes a cluster of counties surrounding Putnam County. Although the data is often customized for the area, it is broadly classified by industry, which can pose limitations. However, it may help the reader to gain a fuller perspective on the value of the proposed degree in studio arts.

For the purpose of review and convenience, the authors of the feasibility study have chosen to include some of the language in the original feasibility study and a previous revision.

In general, our view of the proposed major in studio arts remains consistent with the recommendations in the original feasibility study: the studio arts degree is unique in that it teaches students skills to specialize in art and also offers flexibility to find jobs in a diverse range of fields. An Arts student entering another field does not necessarily mean they've abandoned their Art skills. These skills have likely given them that ability to cross-over into different industries, which makes the degree highly valuable (studio arts THEC response).

The proposed major in Studio Arts, based on skillsets taught in its traditional curriculum, may be more resilient when compared to others, in an economic downturn. Further, as an economy begins its upswing, the major may complement growth in technology jobs that could potentially lead a recovery. These trends described could take place as the pandemic ends and the national economy recovers (studio arts THEC response).

General Disclaimers

Independence: The thoughts and views of the authors of this study are based on their professional judgement and were not influenced by an outside party and do not present a known conflict of interest.

The Economics: The recommendations made in this report are not based on a professional, comprehensive study of the national and regional economy. Making predictions on the viability of a new academic program in the short and long run depends on many factors, many of which are not measured in this study. Input (labor market) and output markets play a critical role in this process. For instance, it is important to understand how a new degree will affect labor markets, and thus, the nominal wage. There are also feedback effects to consider regarding how the market influences the degree.

Ideally, understanding an output or input market begins with characterizing the structure of the market along a spectrum. The four main market structures in the output market are the Monopoly, Oligopoly, Monopolistic Competition, and Perfect Competition. Similar structures exist for the input markets. This study does not include an analysis of market structure.

Although earnings in the marketplace are not the only return one receives for their talents and skills, the focus of this study is largely on the monetary aspect associated with a proposed degree program. This study places a large focus on input markets, but does not consider the wide range of nonmonetary factors that may encourage someone to seek a new degree.

The interplay between output and input markets, the timing of these markets, and economic shocks, are just some of the elements that should be accounted for in the prediction process. Overall, this makes forecasting very complex and difficult. Because these factors are not considered here, caution should be taken when considering the summary analysis in this study.

8.1

References

Remi references

IMPLAN. Regional Purchase Coefficients (RPC).

<https://implanhelp.zendesk.com/hc/en-us/articles/115009674588-Regional-Purchase-Coefficients>

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Broadband study. DiFurio, Ferdinand and Yolunda Nabors. "An Economic Impact Study of a Broadband Expansion Project in Tennessee." 2020. Report for the The TN Rural Communications Cooperatives.

REMI, Detailed, Upper Cumberland Region, Arts

6/9/2021

Standard Regional Control - Arts, entertainment, and recreation

Category	Units	Year							
		2018	2019	2020	2021	2022	2023	2024	2025
Demand	Thousands of Fixed (2018) Dollars	206786.008	212202.048	216451.739	220034.061	224478.247	229398.857	234986.183	240497.464
Domestic Demand	Thousands of Fixed (2018) Dollars	205575.815	210810.942	214883.348	218265.070	222493.123	227186.729	232532.014	237787.497
Intermediate Demand	Thousands of Fixed (2018) Dollars	46927.027	48460.098	49763.186	50840.870	51973.351	53170.271	54513.461	55852.266
Local Consumption Demand	Thousands of Fixed (2018) Dollars	155357.677	158957.145	161725.011	164204.500	167522.093	171266.155	175485.079	179616.363
Government Demand	Thousands of Fixed (2018) Dollars	38.901	38.009	35.719	34.329	32.538	31.114	29.700	27.773
Investment Activity Demand	Thousands of Fixed (2018) Dollars	4462.403	4746.796	4927.825	4954.362	4950.266	4931.317	4957.943	5001.061
Total Imports	Thousands of Fixed (2018) Dollars	157554.900	161885.071	165323.709	168201.498	171699.182	175531.971	179861.112	184111.358
Imports from Multiregions	Thousands of Fixed (2018) Dollars	49365.138	50661.748	51661.700	52426.925	53347.875	54354.820	55516.255	56651.603
Imports from Rest of Nation	Thousands of Fixed (2018) Dollars	106979.569	109832.218	112093.618	114005.582	116366.182	118965.023	121890.687	124749.788
Imports from Rest of World	Thousands of Fixed (2018) Dollars	1210.193	1391.106	1568.391	1768.990	1965.125	2212.128	2454.169	2709.967
Share of Foreign Imports	Proportion	0.001	0.001	0.001	0.001	0.001	0.001	0.001	0.001
Self Supply	Thousands of Fixed (2018) Dollars	49231.108	50316.977	51128.030	51832.562	52779.066	53866.886	55125.072	56386.106
Total Exports	Thousands of Fixed (2018) Dollars	52708.425	54680.361	56504.783	57949.380	59457.445	61020.376	62642.671	64231.263
Exports to Multiregions	Thousands of Fixed (2018) Dollars	9358.237	9605.315	9814.023	9975.352	10163.864	10377.768	10614.369	10852.739
Exports to Rest of Nation	Thousands of Fixed (2018) Dollars	42495.608	44178.890	45747.996	46956.951	48220.085	49500.495	50815.077	52090.916
Exports to Rest of World	Thousands of Fixed (2018) Dollars	854.580	896.156	942.763	1007.077	1073.496	1142.114	1213.225	1287.608
Exogenous Industry Sales	Thousands of Fixed (2018) Dollars	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Exogenous Industry Demand	Thousands of Fixed (2018) Dollars	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Share of Foreign Imports	Proportion	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Output	Thousands of Fixed (2018) Dollars	101939.533	104997.338	107632.813	109781.943	112236.511	114887.263	117767.743	120617.369
Domestic Supply	Thousands of Fixed (2018) Dollars	101084.953	104101.182	106690.050	108774.866	111163.015	113745.149	116554.517	119329.761
Value-Added	Thousands of Fixed (2018) Dollars	58810.620	60479.151	61904.985	63062.853	64411.279	65890.768	67526.618	69170.736
Wages and Salaries	Thousands of Fixed (2018) Dollars	10954.422	19604.133	20263.414	20761.825	21288.568	21858.648	22477.401	23094.698
Compensation	Thousands of Fixed (2018) Dollars	22205.492	22908.748	23667.067	24287.606	24961.903	25669.908	26425.973	27183.002
Earnings by Place of Work	Thousands of Fixed (2018) Dollars	38687.699	39843.551	41078.595	42061.651	43104.423	44203.293	45412.099	46625.002
Proprietors' Income	Thousands of Fixed (2018) Dollars	16482.207	16934.803	17411.528	17774.045	18142.520	18533.385	18986.126	19442.000
Supplements to Wages and Salaries	Thousands of Fixed (2018) Dollars	3251.071	3304.615	3403.653	3525.781	3673.335	3811.260	3948.572	4088.303
Labor Productivity	Thousands of Fixed (2018) Dollars	61.014	61.876	62.710	63.770	64.860	65.776	66.636	67.494
Industrial Mix Index	2017=1	1.001	1.001	1.002	1.003	1.003	1.004	1.004	1.004
National Deflator	2012=1 (Nation)	1.130	1.145	1.166	1.189	1.213	1.237	1.261	1.285

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Category	Units	Year							
		2018	2019	2020	2021	2022	2023	2024	2025
Total Employment	Individuals (Jobs)	1670.751	1696.890	1716.347	1721.534	1730.433	1746.643	1767.332	1787.095
Intermediate Demand Employment	Individuals (Jobs)	104.031	106.040	107.510	108.155	108.772	109.759	111.060	112.278
Local Consumption Demand Employment	Individuals (Jobs)	889.417	898.568	903.477	902.844	905.958	913.713	924.666	935.344
Government Demand Employment	Individuals (Jobs)	0.168	0.165	0.156	0.148	0.140	0.136	0.129	0.121
Investment Activity Demand Employment	Individuals (Jobs)	2.875	2.984	3.042	3.019	2.978	2.934	2.917	2.907
Total Export Employment	Individuals (Jobs)	674.259	689.133	702.161	707.367	712.586	720.100	728.560	736.445
Exports to Multiregions Employment	Individuals (Jobs)	155.292	157.395	158.960	159.122	159.594	160.860	162.535	164.198
Exports to Rest of Nation Employment	Individuals (Jobs)	509.355	521.790	532.860	537.375	541.599	547.291	553.504	559.137
Exports to Rest of World Employment	Individuals (Jobs)	9.612	9.949	10.341	10.870	11.393	11.949	12.522	13.110
Exogenous Industry Sales Employment	Individuals (Jobs)	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Exogenous Industry Demand Employment	Individuals (Jobs)	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Relative Composite Price	Proportion	1.233	1.233	1.233	1.233	1.232	1.232	1.232	1.232
Relative Factor Input Costs	Proportion	0.703	0.703	0.702	0.701	0.701	0.700	0.700	0.700
Relative Composite Labor Costs	Proportion	0.628	0.627	0.626	0.626	0.625	0.625	0.624	0.624
Relative Fuel Costs	Proportion	0.929	0.929	0.929	0.929	0.929	0.929	0.929	0.929
Relative Capital Costs	Proportion	0.808	0.808	0.807	0.806	0.806	0.805	0.805	0.805
Relative Composite Input Costs	Proportion	1.261	1.261	1.261	1.261	1.261	1.261	1.261	1.261
Relative Delivered Price	Proportion	0.965	0.965	0.964	0.964	0.964	0.964	0.964	0.964
Relative Cost of Production	Proportion	0.869	0.869	0.869	0.868	0.868	0.868	0.868	0.868
Relative Cost of Production (moving average)	Proportion	0.869	0.869	0.869	0.869	0.869	0.869	0.869	0.868
Relative Labor Intensity	Proportion	1.259	1.259	1.260	1.260	1.260	1.260	1.260	1.260
Relative Labor Intensity (moving average)	Proportion	1.258	1.258	1.258	1.258	1.258	1.259	1.259	1.259
Labor Access Index	2017=1	1.000	1.001	1.001	1.001	1.001	1.001	1.002	1.002
Labor Access Index (moving average)	2017=1	1.000	1.000	1.000	1.000	1.001	1.001	1.001	1.001
Commodity Access Index	2017=1	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Commodity Access Index (moving average)	2017=1	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Regional Purchase Coefficient	Proportion	0.242	0.241	0.240	0.239	0.239	0.238	0.238	0.238
Average Annual Wage Rate	Thousands of Fixed (2018) Dollars	11.345	11.553	11.806	12.060	12.302	12.515	12.718	12.923
Average Annual Compensation Rate	Thousands of Fixed (2018) Dollars	13.291	13.500	13.789	14.108	14.425	14.697	14.952	15.211
Average Annual Earnings Rate	Thousands of Fixed (2018) Dollars	23.156	23.480	23.934	24.433	24.910	25.308	25.695	26.090

8.1

Earnings, Upper Cumberland Region, Arts

6/9/2021

Standard Regional Control - Arts, entertainment, and recreation

Category	Units	Year							
		2018	2019	2020	2021	2022	2023	2024	2025
Wages and Salaries	Thousands of Fixed (2018) Dollars	18954.422	19604.133	20263.414	20761.825	21288.568	21858.648	22477.401	23094.698
Compensation	Thousands of Fixed (2018) Dollars	22205.492	22908.748	23667.067	24287.606	24961.903	25669.908	26425.973	27183.002
Earnings by Place of Work	Thousands of Fixed (2018) Dollars	38687.699	39843.551	41078.595	42061.651	43104.423	44203.293	45412.099	46625.002
Proprietors' Income	Thousands of Fixed (2018) Dollars	16482.207	16934.803	17411.528	17774.045	18142.520	18533.385	18986.126	19442.000
Supplements to Wages and Salaries	Thousands of Fixed (2018) Dollars	3251.071	3304.615	3403.653	3525.781	3673.335	3811.260	3948.572	4088.303
Labor Productivity	Thousands of Fixed (2018) Dollars	61.014	61.876	62.710	63.770	64.860	65.776	66.636	67.494
Industrial Mix Index	2017=1	1.001	1.001	1.002	1.003	1.003	1.004	1.004	1.004
National Deflator	2012=1 (Nation)	1.130	1.145	1.166	1.189	1.213	1.237	1.261	1.285

Jobs, Upper Cumberland Region, Arts

6/9/2021

Standard Regional Control - Arts, entertainment, and recreation

Category	Units	Year							
		2018	2019	2020	2021	2022	2023	2024	2025
Total Employment	Individuals (Jobs)	1670.751	1696.890	1716.347	1721.534	1730.433	1746.643	1767.332	1787.095
Intermediate Demand Employment	Individuals (Jobs)	104.031	106.040	107.510	108.155	108.772	109.759	111.060	112.278
Local Consumption Demand Employment	Individuals (Jobs)	889.417	898.568	903.477	902.844	905.958	913.713	924.666	935.344
Government Demand Employment	Individuals (Jobs)	0.168	0.165	0.156	0.148	0.140	0.136	0.129	0.121
Investment Activity Demand Employment	Individuals (Jobs)	2.875	2.984	3.042	3.019	2.978	2.934	2.917	2.907
Total Export Employment	Individuals (Jobs)	674.259	689.133	702.161	707.367	712.586	720.100	728.560	736.445
Exports to Multiregions Employment	Individuals (Jobs)	155.292	157.395	158.960	159.122	159.594	160.860	162.535	164.198
Exports to Rest of Nation Employment	Individuals (Jobs)	509.355	521.790	532.860	537.375	541.599	547.291	553.504	559.137

8.1

Upper Cumberland Region, job distribution, Arts

Occupation	Units	Industries				
		Motion picture and sound recording industries	Professional, scientific, and technical services	Educational services; private	Performing arts, spectator sports, and related industries	Museums, historical sites, and similar institutions
Advertising, marketing, promotions, public relations, and communications specialties managers	Individuals (Jobs)	1.404	57.861	4.227	3.230	1.522
Operations specialties managers	Individuals (Jobs)	1.689	136.014	14.079	2.535	1.534
Other management occupations	Individuals (Jobs)	0.076	80.442	51.017	1.873	1.592
Architects, surveyors, and cartographers	Individuals (Jobs)	0.000	69.867	0.057	0.000	0.000
Postsecondary teachers	Individuals (Jobs)	0.000	0.762	213.138	0.060	0.000
Preschool, primary, secondary, and special education teachers	Individuals (Jobs)	0.000	0.099	144.594	0.000	0.141
Other teachers and instructors	Individuals (Jobs)	0.090	1.764	87.602	5.693	4.802
Librarians, curators, and archivists	Individuals (Jobs)	0.090	1.595	10.162	0.666	9.094
Other education, training, and library occupations	Individuals (Jobs)	0.076	2.465	60.278	0.120	2.124
Art and design workers	Individuals (Jobs)	17.759	112.433	1.965	28.491	1.733
Entertainers and performers, sports and related workers	Individuals (Jobs)	52.161	8.012	34.877	56.684	1.251
Media and communication workers	Individuals (Jobs)	12.775	65.575	7.535	27.858	2.112

Region: Upper Cumberland Development District - Year: 2018 - Category: Employment by Industry and Occupation - Comparison Type: Levels

Occupation	Units	Industries				
		Motion picture and sound recording industries	Professional, scientific, and technical services	Educational services; private	Performing arts, spectator sports, and related industries	Museums, historical sites, and similar institutions
Advertising, marketing, promotions, public relations, and communications managers	Individuals (Jobs)	1.448	59.071	4.328	3.298	1.596
Operations specialties managers	Individuals (Jobs)	1.768	139.663	14.487	2.582	1.616
Other management occupations	Individuals (Jobs)	0.078	82.012	52.317	1.916	1.670
Architects, surveyors, and cartographers	Individuals (Jobs)	0.000	70.232	0.058	0.000	0.000
Postsecondary teachers	Individuals (Jobs)	0.000	0.793	219.022	0.061	0.000
Preschool, primary, secondary, and special education teachers	Individuals (Jobs)	0.000	0.100	148.288	0.000	0.146
Other teachers and instructors	Individuals (Jobs)	0.100	1.787	90.495	5.822	5.048
Librarians, curators, and archivists	Individuals (Jobs)	0.100	1.619	10.423	0.675	10.521
Other education, training, and library occupations	Individuals (Jobs)	0.078	2,526	61,959	0.122	2,241
Art and design workers	Individuals (Jobs)	18.419	113,991	2,011	29,031	1,816
Entertainers and performers, sports and related workers, and managers	Individuals (Jobs)	54.294	8.160	35.957	57,664	1,323
Media and communication workers	Individuals (Jobs)	13,244	66,827	7,726	28,539	2,221

8.1

Region: Upper Cumberland Development District - Year: 2019 - Category: Employment by Industry and Occupation - Comparison Type: Levels

Occupation	Units	Industries				
		Motion picture and sound recording industries	Professional, scientific, and technical services	Educational services; private	Performing arts, spectator sports, and related industries	Museums, historical sites, and similar institutions
Advertising, marketing, promotions, public relations, and communications managers	Individuals (Jobs)	1.483	59.956	4.417	3.353	1.673
Operations specialties managers	Individuals (Jobs)	1.839	142.567	14.858	2.618	1.700
Other management occupations	Individuals (Jobs)	0.079	83.128	53.475	1.953	1.748
Architects, surveyors, and cartographers	Individuals (Jobs)	0.000	70.179	0.059	0.000	0.000
Postsecondary teachers	Individuals (Jobs)	0.000	0.820	224.334	0.062	0.000
Preschool, primary, secondary, and special education teachers	Individuals (Jobs)	0.000	0.101	151.581	0.000	0.151
Other teachers and instructors	Individuals (Jobs)	0.109	1.800	93.173	5.929	5.301
Librarians, curators, and archivists	Individuals (Jobs)	0.109	1,634	10,657	0,681	11,063
Other education, training, and library occupations	Individuals (Jobs)	0.079	2,572	63,478	0.123	2,361
Art and design workers	Individuals (Jobs)	18,980	114,898	2,051	29,454	1,900
Entertainers and performers, sports and related workers, and managers	Individuals (Jobs)	56.148	8,263	36,950	58,406	1,398
Media and communication workers	Individuals (Jobs)	13,642	67,707	7,896	29,109	2,334

Region: Upper Cumberland Development District - Year: 2020 - Category: Employment by Industry and Occupation - Comparison Type: Levels

Occupation	Units	Industries				
		Motion picture and sound recording industries	Professional, scientific, and technical services	Educational services; private	Performing arts, spectator sports, and related industries	Museums, historical sites, and similar institutions
Advertising, marketing, promotions, public relations, and communications specialists	Individuals (Jobs)	1.491	60.236	4.453	3.368	1.727
Operations specialties managers	Individuals (Jobs)	1.876	144.046	15.051	2.623	1.763
Other management occupations	Individuals (Jobs)	0.079	83.405	53.989	1.966	1.805
Architects, surveyors, and cartographers	Individuals (Jobs)	0.000	69.404	0.058	0.000	0.000
Postsecondary teachers	Individuals (Jobs)	0.000	0.838	226.956	0.061	0.000
Preschool, primary, secondary, and special education teachers	Individuals (Jobs)	0.000	0.101	153.048	0.000	0.154
Other teachers and instructors	Individuals (Jobs)	0.116	1.794	94.749	5.966	5.485
Librarians, curators, and archivists	Individuals (Jobs)	0.116	1.632	10.762	0.678	11.464
Other education, training, and library occupations	Individuals (Jobs)	0.079	2.593	64.237	0.123	2.452
Art and design workers	Individuals (Jobs)	19.201	114.637	2.067	29.526	1.959
Entertainers and performers, sports and related workers	Individuals (Jobs)	56.999	8.282	37.503	58.452	1.455
Media and communication workers	Individuals (Jobs)	13.795	67.903	7.971	29.336	2.416

8.1

Region: Upper Cumberland Development District - Year: 2021 - Category: Employment by Industry and Occupation - Comparison Type: Levels

Occupation	Units	Industries				
		Motion picture and sound recording industries	Professional, scientific, and technical services	Educational services; private	Performing arts, spectator sports, and related industries	Museums, historical sites, and similar institutions
Advertising, marketing, promotions, public relations, and communications specialists	Individuals (Jobs)	1.495	60.452	4.486	3.382	1.778
Operations specialties managers	Individuals (Jobs)	1.908	145.371	15.236	2.627	1.822
Other management occupations	Individuals (Jobs)	0.078	83.591	54.468	1.979	1.856
Architects, surveyors, and cartographers	Individuals (Jobs)	0.000	68.550	0.058	0.000	0.000
Postsecondary teachers	Individuals (Jobs)	0.000	0.856	229.441	0.061	0.000
Preschool, primary, secondary, and special education teachers	Individuals (Jobs)	0.000	0.101	154.416	0.000	0.157
Other teachers and instructors	Individuals (Jobs)	0.123	1.786	96.277	6.001	5.657
Librarians, curators, and archivists	Individuals (Jobs)	0.123	1.629	10.860	0.676	11.839
Other education, training, and library occupations	Individuals (Jobs)	0.078	2.611	64.957	0.123	2.537
Art and design workers	Individuals (Jobs)	19.360	114.249	2.081	29.590	2.013
Entertainers and performers, sports and related workers	Individuals (Jobs)	57.670	8.292	38.035	58.481	1.509
Media and communication workers	Individuals (Jobs)	13.903	68.026	8.040	29.556	2.493

Region: Upper Cumberland Development District - Year: 2022 - Category: Employment by Industry and Occupation - Comparison Type: Levels

Occupation	Units	Industries				
		Motion picture and sound recording industries	Professional, scientific, and technical services	Educational services; private	Performing arts, spectator sports, and related industries	Museums, historical sites, and similar institutions
Advertising, marketing, promotions, public relations, and communications managers	Individuals (Jobs)	1.500	60.849	4.529	3.407	1.829
Operations specialties managers	Individuals (Jobs)	1.942	147.139	15,457	2,640	1.882
Other management occupations	Individuals (Jobs)	0.078	84.029	55,073	1,998	1.908
Architects, surveyors, and cartographers	Individuals (Jobs)	0.000	67.898	0.058	0.000	0.000
Postsecondary teachers	Individuals (Jobs)	0.000	0.877	232.467	0.061	0.000
Preschool, primary, secondary, and special education teachers	Individuals (Jobs)	0.000	0.101	156.142	0.000	0.159
Other teachers and instructors	Individuals (Jobs)	0.130	1.784	98.042	6.056	5.831
Librarians, curators, and archivists	Individuals (Jobs)	0.130	1.631	10.984	0.676	12.218
Other education, training, and library occupations	Individuals (Jobs)	0.078	2.637	65.831	0.123	2.624
Art and design workers	Individuals (Jobs)	19.536	114.202	2,100	29,748	2,067
Entertainers and performers, sports and related workers	Individuals (Jobs)	58.394	8.328	38.660	58,695	1,564
Media and communication workers	Individuals (Jobs)	14.024	68.353	8,129	29,871	2,571

8.1

Region: Upper Cumberland Development District - Year: 2023 - Category: Employment by Industry and Occupation - Comparison Type: Levels

Occupation	Units	Industries				
		Motion picture and sound recording industries	Professional, scientific, and technical services	Educational services; private	Performing arts, spectator sports, and related industries	Museums, historical sites, and similar institutions
Advertising, marketing, promotions, public relations, and communications managers	Individuals (Jobs)	1.510	61.497	4.572	3.440	1.874
Operations specialties managers	Individuals (Jobs)	1.982	149.519	15,679	2,658	1,936
Other management occupations	Individuals (Jobs)	0.077	84.810	55,680	2,022	1,954
Architects, surveyors, and cartographers	Individuals (Jobs)	0.000	67.511	0.058	0.000	0.000
Postsecondary teachers	Individuals (Jobs)	0.000	0.901	235.513	0.062	0.000
Preschool, primary, secondary, and special education teachers	Individuals (Jobs)	0.000	0.101	157.874	0.000	0.161
Other teachers and instructors	Individuals (Jobs)	0.137	1.789	99.825	6.124	5.988
Librarians, curators, and archivists	Individuals (Jobs)	0.137	1.639	11.108	0.677	12.564
Other education, training, and library occupations	Individuals (Jobs)	0.077	2.674	66.711	0.123	2,704
Art and design workers	Individuals (Jobs)	19,776	114,614	2,119	29,973	2,115
Entertainers and performers, sports and related workers	Individuals (Jobs)	59,309	8,397	39,290	59,038	1,615
Media and communication workers	Individuals (Jobs)	14,190	68,959	8,217	30,255	2,641

Region: Upper Cumberland Development District - Year: 2024 - Category: Employment by Industry and Occupation - Comparison Type: Levels

Occupation	Units	Industries				
		Motion picture and sound recording industries	Professional, scientific, and technical services	Educational services; private	Performing arts, spectator sports, and related industries	Museums, historical sites, and similar institutions
Advertising, marketing, promotions, public relations, and communications managers	Individuals (Jobs)	1.518	62.165	4.607	3.472	1.911
Operations specialties managers	Individuals (Jobs)	2.021	151.965	15.877	2.676	1.982
Other management occupations	Individuals (Jobs)	0.077	85.618	56.196	2.045	1.992
Architects, surveyors, and cartographers	Individuals (Jobs)	0.000	67.131	0.058	0.000	0.000
Postsecondary teachers	Individuals (Jobs)	0.000	0.926	238.181	0.062	0.000
Preschool, primary, secondary, and special education teachers	Individuals (Jobs)	0.000	0.101	159.347	0.000	0.162
Other teachers and instructors	Individuals (Jobs)	0.145	1.794	101.459	6.191	6.118
Librarians, curators, and archivists	Individuals (Jobs)	0.145	1.647	11.213	0.677	12.854
Other education, training, and library occupations	Individuals (Jobs)	0.077	2.712	67.484	0.124	2.772
Art and design workers	Individuals (Jobs)	20.000	115.054	2.134	30.190	2.153
Entertainers and performers, sports and related workers	Individuals (Jobs)	60.180	8.469	39.860	59.366	1.659
Media and communication workers	Individuals (Jobs)	14.345	69.587	8.293	30.635	2.700

8.1

Region: Upper Cumberland Development District - Year: 2025 - Category: Employment by Industry and Occupation - Comparison Type: Levels

Industry Profile, Upper Cumberland Region, Arts

6/9/2021

Standard Regional Control - Industry Profile-All Regions

Region	Category	Units	2018	2019	2020	2021	2022
	Average Annual Wage Rate	Thousands of Fixed (2018) Dollars	11.345	11.553	11.806	12.060	12.302
	Average Annual Compensation Rate	Thousands of Fixed (2018) Dollars	13.291	13.500	13.789	14.108	14.425
	Average Annual Earnings Rate	Thousands of Fixed (2018) Dollars	23.156	23.480	23.934	24.433	24.910
Upper Cumberland Development District	Wages and Salaries	Thousands of Fixed (2018) Dollars	18954.422	19604.133	20263.414	20761.825	21288.568
	Supplements to Wages and Salaries Compensation	Thousands of Fixed (2018) Dollars	3251.071	3304.615	3403.653	3525.781	3673.335
	Proprietor's Income	Thousands of Fixed (2018) Dollars	22205.492	22908.748	23667.067	24287.606	24961.903
	Earnings by Place of Work	Thousands of Fixed (2018) Dollars	16482.207	16934.803	17411.528	17774.045	18142.520
	Average Annual Wage Rate	Thousands of Fixed (2018) Dollars	24.904	25.365	25.915	26.465	26.989
	Average Annual Compensation Rate	Thousands of Fixed (2018) Dollars	28.445	28.902	29.517	30.196	30.868
	Average Annual Earnings Rate	Thousands of Fixed (2018) Dollars	57.048	57.765	58.788	59.974	61.112
Rest of TN	Wages and Salaries	Thousands of Fixed (2018) Dollars	2201961.673	2278718.760	2356865.689	2411113.739	2464354.532
	Supplements to Wages and Salaries Compensation	Thousands of Fixed (2018) Dollars	313012.338	317738.915	327626.968	339852.426	354230.829
	Proprietor's Income	Thousands of Fixed (2018) Dollars	2514974.011	2596457.675	2684492.657	2750966.165	2818585.361
	Earnings by Place of Work	Thousands of Fixed (2018) Dollars	2528990.695	2593086.655	2662097.545	2712895.549	2761603.158
	Average Annual Wage Rate	Thousands of Fixed (2018) Dollars	5043964.706	5189544.330	5346590.202	5463861.714	5580188.519
	Average Annual Compensation Rate	Thousands of Fixed (2018) Dollars	24.653	25.109	25.653	26.198	26.716
	Average Annual Earnings Rate	Thousands of Fixed (2018) Dollars	28.164	28.616	29.226	29.897	30.562
All Regions	Wages and Salaries	Thousands of Fixed (2018) Dollars	56.419	57.130	58.142	59.314	60.439
	Supplements to Wages and Salaries Compensation	Thousands of Fixed (2018) Dollars	2220916.095	2298322.893	2377129.103	2431875.565	2485643.101
	Proprietor's Income	Thousands of Fixed (2018) Dollars	316263.408	321043.530	331030.621	343378.207	357904.164
	Earnings by Place of Work	Thousands of Fixed (2018) Dollars	2537179.503	2619366.423	2708159.724	2775253.772	2843547.264
	Average Annual Wage Rate	Thousands of Fixed (2018) Dollars	2545472.902	2610021.458	2679509.074	2730669.594	2779745.678
	Average Annual Compensation Rate	Thousands of Fixed (2018) Dollars	5082652.405	5229387.881	5387668.797	5505923.366	5623292.943
	Average Annual Earnings Rate	Thousands of Fixed (2018) Dollars					

8.1

Industries: Arts, entertainment, and recreation - Comparison Type: Levels

Standard Regional Control - Industry Profile-All Regions

Year												
2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048
14.536	14.658	14.781	14.906	15.033	15.162	15.293	15.426	15.560	15.697	15.836	15.978	16.123
17.258	17.416	17.574	17.735	17.898	18.064	18.231	18.402	18.574	18.748	18.926	19.107	19.292
29.232	29.490	29.750	30.016	30.288	30.566	30.849	31.139	31.433	31.733	32.039	32.352	32.671
28498.749	28850.281	29202.101	29543.380	29879.433	30212.532	30542.275	30866.756	31191.706	31513.462	31842.235	32172.604	32507.102
5336.139	5426.959	5517.956	5606.923	5694.911	5782.350	5869.156	5954.952	6040.848	6126.131	6212.947	6300.188	6388.401
33834.888	34277.240	34720.057	35150.304	35574.344	35994.882	36411.431	36821.707	37232.555	37639.593	38055.182	38472.793	38895.503
23475.696	23763.930	24053.395	24339.975	24626.011	24912.794	25200.127	25487.540	25777.852	26069.329	26366.713	26667.925	26974.163
57310.583	58041.170	58773.451	59490.279	60200.355	60907.675	61611.558	62309.248	63010.407	63708.922	64421.895	65140.717	65869.666
32.196	32.506	32.820	33.137	33.458	33.783	34.113	34.446	34.782	35.123	35.471	35.824	36.182
37.310	37.698	38.090	38.486	38.887	39.292	39.703	40.119	40.538	40.963	41.396	41.836	42.282
72.175	72.864	73.564	74.274	74.993	75.723	76.463	77.214	77.974	78.745	79.535	80.336	81.150
3184429.360	3226149.262	3267947.370	3310046.070	3352572.538	3395477.770	3438930.385	3482995.103	3527319.142	3572083.098	3617130.517	3663035.617	3709777.071
505829.467	515268.179	524745.927	534298.422	543953.565	553703.611	563582.315	573607.348	583710.831	593927.371	604234.615	614738.871	625439.652
3690258.827	3741417.441	3792693.297	3844344.491	3896526.103	3949181.381	4002512.699	4056602.451	4111029.973	4166010.469	4221365.133	427774.488	4335216.723
3448419.422	3490150.980	3532192.747	3574741.531	3617864.967	3661518.503	3705852.434	3750904.402	3796429.072	3842549.301	3889145.123	3936658.221	3985101.795
7138678.249	7231568.421	7324886.045	7419086.023	7514391.070	7610699.884	7708365.134	7807506.853	7907459.045	8008559.770	8110510.256	8214432.709	8320318.518
31.852	32.159	32.469	32.783	33.100	33.421	33.747	34.077	34.410	34.747	35.091	35.441	35.795
36.920	37.304	37.691	38.083	38.479	38.880	39.286	39.697	40.112	40.533	40.962	41.397	41.839
71.340	72.021	72.711	73.413	74.124	74.845	75.577	76.320	77.072	77.835	78.616	79.409	80.215
3212928.109	3254999.543	3297149.471	3339589.450	3382451.971	3425690.302	3469472.660	3513861.859	3558510.848	3603596.560	3648972.753	3695208.221	3742284.173
51165.606	520695.138	530263.883	539905.345	549648.477	559485.961	569415.471	579562.300	589751.679	600053.503	610447.562	621039.059	631828.053
3724093.715	3775694.681	3827413.354	3879494.795	3932100.448	3985176.263	4038924.130	4093424.159	4148262.528	4203650.063	4259420.315	4316247.281	4374112.226
3471895.117	3513914.910	3556246.142	3599081.507	3642490.977	3686431.296	3731052.561	3776391.943	3822206.924	3868618.630	3915511.836	3963326.146	4012075.958
7195988.832	7289609.591	7383659.496	7478576.302	7574591.425	7671607.559	7769976.691	7869816.101	7970469.452	8072268.692	8174932.151	8279573.426	8386188.184

8.1

Industries: Arts, entertainment, and recreation - Comparison Type: Levels

Remi definitions

- Earnings by Place of Work is defined as the sum of Wages and Salaries, Supplements to Wages and Salaries, and Proprietors' Income.
 - Proprietors' Income is defined as current-production income of sole proprietorships, partnerships, and tax-exempt cooperatives. Excludes dividends, monetary interest received by nonfinancial business, and rental income received by persons not primarily engaged in the real estate business.
- Compensation is defined as the sum of Wages and Salaries and Supplements to Wages and Salaries.
- Supplements to Wages and Salaries consists of employer contributions for employee pension and insurance funds and employer contributions for government social insurance.
- Wages and Salaries is defined as the monetary remuneration of employees, including the compensation of corporate officers; commissions, tips, and bonuses; voluntary employee contributions to certain deferred compensation plans, such as 401(k) plans; and receipts in kind that represent income.
- Employment
- Employment comprises estimates of the number of jobs, full-time plus part-time, by place of work for all industries. Full-time and part-time jobs are counted at equal weight. Employees, sole proprietors, and active partners are included, but unpaid family workers and volunteers are not included.

- Intermediate Demand Employment: The employment needed to satisfy demand for material inputs to the production of final goods.
- Local Consumption Demand Employment: The employment needed to satisfy demand for consumer goods.
- Government Demand Employment: The employment needed to satisfy demand for goods and services by government expenditures.
- Investment Activity Demand Employment: The employment needed to satisfy demand for capital goods.
- Total Export Employment: The employment needed to satisfy demand for a region's goods and services from the other regions in a multi-area model, the rest-of-nation region, and the rest of the world.
- Exports to Multiregions Employment: The employment needed to satisfy demand for a region's goods and services from the other regions in a multi-area model.
- Exports to Rest of Nation Employment: The employment needed to satisfy demand for a region's goods and services from areas in the rest-of-nation region.
- Exports to Rest of World Employment: The employment needed to satisfy demand for a region's goods and services from the rest of the world.
- Exogenous Industry Sales Employment: The direct amount of Industry Sales entered by the user into the Industry Sales/Exogenous Production Policy Variable and converted to Employees using Labor Productivity.
- Exogenous Industry Demand Employment: The direct amount of Industry Final Demand entered by the user into the Exogenous Final Demand Policy Variable and converted to Employees using Labor Productivity.
- Relative Composite Price: The price based on the Delivered Price divided by the Commodity Access Index, relative to the nation.
- Relative Composite Factor Costs: The cost of non-good factors (labor, capital, fuel) used in the production of final goods, relative to the nation.
- Relative Composite Labor Costs: The Relative Compensation Rate divided by the Labor Access Index.
- Relative Fuel Costs: The industry fuel cost (all types) in the region relative to the nation. It is a Cobb-Douglas aggregation of electricity, natural gas, and residual fuel prices, using state-specific rates. Relative Fuel Cost is determined outside of the REMI model, and changed through Policy Variable inputs. However, the model structure does allow for substitution among fuels.
- Relative Capital Costs: The industry capital cost in the region relative to the nation, and includes the effects of corporate and property taxes, investment tax credits, allowable tax depreciation, and cost of investment inputs.
- Relative Composite Input Costs: The cost of goods used in the production of final goods, relative to the nation.
- Relative Delivered Price: Based on the cost of the commodity at the place of origin, and the distance cost of providing the commodity to the place of destination. This price measure is calculated relative to delivered prices in all other regions, and weights the delivered price from all locations that ship to the home region.
- Relative Cost of Production: The cost of local production using the Composite Input Prices and the Composite Labor Cost.
- Relative Cost of Production (moving average): The cost of local production using the Composite Input Prices and the Composite Labor Cost.

- Relative Labor Intensity: A measure of the amount of labor used for production (versus capital and fuel), relative to the nation. It takes into account an industry's relative factor costs and their respective share of industry output, as well as the fact that new factor shares are introduced as old capital is replaced by new capital.
- Relative Labor Intensity (moving average): A measure of the amount of labor used for production (versus capital and fuel), relative to the nation. It takes into account an industry's relative factor costs and their respective share of industry output, as well as the fact that new factor shares are introduced as old capital is replaced by new capital.
- Labor Access Index: An index that estimates the effect of access to labor choice and individual characteristics by occupation and industry on labor productivity. The index is relative to the nation, and benchmarked to the last history year.
- Labor Access Index (moving average): An index that estimates the effect of access to labor choice and individual characteristics by occupation and industry on labor productivity. The index is relative to the nation, and benchmarked to the last history year.
- Commodity Access Index: Measures the change in access to specialized inputs into production in order to predict the change in the productivity of intermediate inputs. The index is relative to the nation, and benchmarked to the last history year.
- Commodity Access Index (moving average): Measures the change in access to specialized inputs into production in order to predict the change in the productivity of intermediate inputs. The index is relative to the nation, and benchmarked to the last history year.
- Regional Purchase Coefficient: The proportion of the regional demand for a good or service that is fulfilled by regional production, as opposed to being fulfilled by imports from other regions.
- Average Annual Wage Rate: Calculated by dividing Wages by Employment.
- Average Annual Compensation Rate: Calculated by dividing Compensation by Employment.
- Average Annual Earnings Rate: calculated by dividing Earnings by Employment.
- Demand: The amount of goods and services demanded by the local region (imports plus self supply).
- Domestic Demand: The amount of goods and services demanded by the local region from within the nation. The components are Self Supply, Imports from Multiregions, and Imports from Rest of Nation.
- Intermediate Demand: The demand for material inputs to the production of final goods
- Local Consumption Demand: The demand for consumer goods.
- Government Demand: The demand for goods and services by government expenditures.
- Investment Activity Demand: The demand for capital goods.
- Total Imports: The amount of goods and services produced in other regions in a multi-region model, the rest-of-nation region, and the rest of the world that are consumed locally.
- Imports from Multiregions: The amount of goods and services produced in other regions in a multi-region model that are consumed locally.
- Imports from Rest of Nation: The amount of goods and services produced in the rest of nation region that are consumed locally.
- Imports from Rest of World: The amount of goods and services produced in the rest of the world that are consumed locally.
- Share of Foreign Imports: The region's share of the nation's foreign imports based on the share in the last history year and the region's relative cost of production.

- Self Supply: The amount of local demand supplied locally (Regional Purchase Coefficient multiplied by Demand).
- Total Exports: The amount of local production exported out of the local region to destinations in other regions in a multi-regional model, to the rest-of-nation region, and the rest of the world.
- Exports to Multiregions: The amount of local production exported out of the local region to destinations in other regions in a multi-regional model.
- Exports to Rest of Nation: The amount of local production exported out of the local region to the rest-of-nation region.
- Exports to Rest of World: The amount of local production exported out of the local region to the rest of the world.
- Exogenous Industry Sales: The direct amount of Industry Sales entered by the user into the Industry Sales/Exogenous Production Policy Variable.
- Exogenous Industry Demand: The direct amount of Industry Final Demand entered by the user into the Exogenous Final Demand Policy Variable.
- Share of Foreign Exports: The region's share of the nation's foreign exports based on the share in the last history year and the region's relative cost of production.
- Output: The amount of production, including all intermediate goods purchased as well as value added (compensation and profit). Can also be thought of as sales or supply. The components of Output are Self Supply and Exports (Multiregions, Rest of Nation, and Rest of World).
- Domestic Supply: The amount of local production supplied to regions within the nation. The components are Self Supply, Exports to Multiregions, and Exports to Rest of Nation.
- Value-Added: The gross output of an industry or a sector less its intermediate inputs; the contribution of an industry or sector to gross domestic product (GDP). Value added by industry can also be measured as the sum of compensation of employees, taxes on production and imports less subsidies, and gross operating surplus.
- Wages and Salaries: The monetary remuneration of employees, including the compensation of corporate officers; commissions, tips, and bonuses; voluntary employee contributions to certain deferred compensation plans, such as 401(k) plans; and receipts in kind that represent income.
- Compensation: The sum of Wages and Salaries and Supplements to Wages and Salaries.
- Earnings by Place of Work: The sum of Wages and Salaries, Supplements to Wages and Salaries, and Proprietors' Income.
- Proprietors' Income: Current-production income of sole proprietorships, partnerships, and tax-exempt cooperatives. Excludes dividends, monetary interest received by nonfinancial business, and rental income received by persons not primarily engaged in the real estate business.
- Supplements to Wages and Salaries: Consists of employer contributions for employee pension and insurance funds and employer contributions for government social insurance.
- Labor Productivity: Output divided by Employment (Output per Employee).
- Industrial Mix Index: A measure of the difference in a region's growth due to its industrial composition, relative to the nation. If Industrial Mix Index is greater than one, then the region has a mix of detailed industries that have a rate of growth that is higher than the average growth as represented by the summary or sector industry that they belong to.
- National Deflator: An industry-specific national price deflator, which is determined outside of the model.

Bureau of Labor and Statistics

Handbook. U.S. Bureau of Labor and Statistics (BLS) Occupational Outlook Handbook for Craft and Fine Artists

<https://www.bls.gov/ooh/arts-and-design/craft-and-fine-artists.htm>

Handbook screenshot

Bureau of Labor Statistics > Publications > Occupational Outlook Handbook > Arts and Design

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OCCUPATIONAL OUTLOOK HANDBOOK

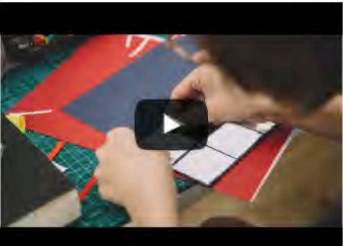
Search Handbook

Occupational Outlook Handbook > Arts and Design > **Craft and Fine Artists**

Summary | What They Do | Work Environment | How to Become One | Pay | Job Outlook | State & Area Data | Similar Occupations | More Info

Summary

Quick Facts: Craft and Fine Artists	
2020 Median Pay	\$49,120 per year \$23.62 per hour
Typical Entry-Level Education	See How to Become One
Work Experience in a Related Occupation	None
On-the-job Training	Long-term on-the-job training
Number of Jobs, 2019	51,900
Job Outlook, 2019-29	0% (Little or no change)
Employment Change, 2019-29	100



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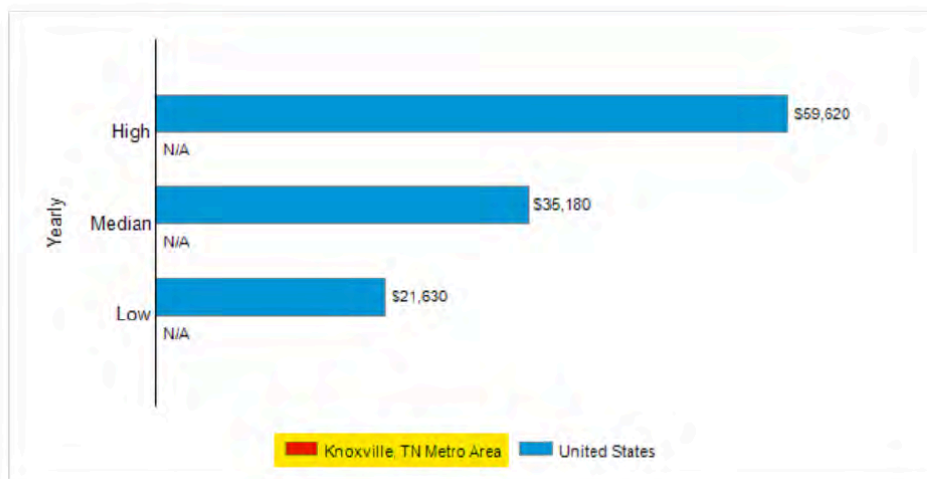
Career Knoxville U.S. Bureau of Labor and Statistics (BLS) Occupational Outlook Handbook for Craft Artists

<https://www.careeronestop.org/Toolkit/Wages/find-salary.aspx?keyword=Craft%20Artists&soccode=271012&location=Knoxville,%20TN>

Wages for Craft Artists in KNOXVILLE, TN

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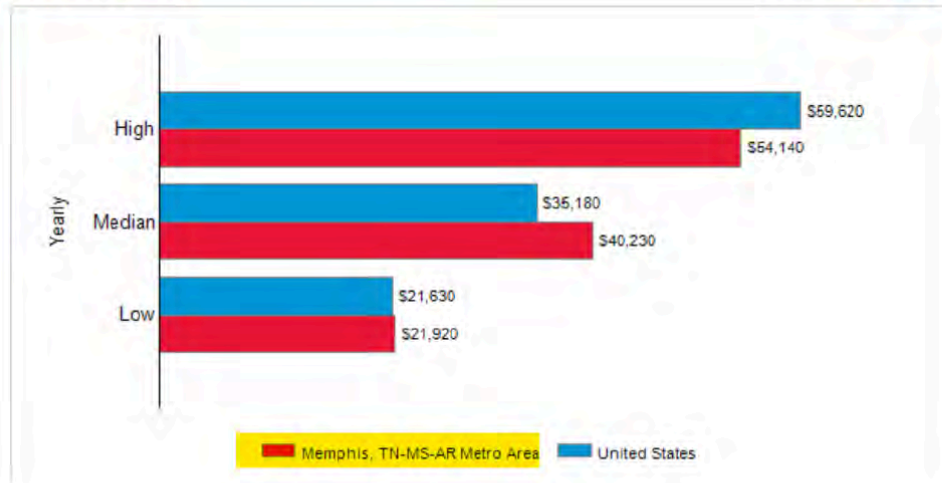
<https://www.careeronestop.org/Toolkit/Wages/find-salary.aspx?keyword=Craft%20Artists&soccode=271012&location=Memphis,%20TN&keywordSearched=Craft%20Artists>

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Wages for Craft Artists in MEMPHIS, TN

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Appendix 6

TTU Response #2 to THEC LON Evaluation: Local and Regional Need September 2021

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Supplemental Local and Regional Need Data

According to national statistics published by the Bureau of Labor Statistics (bls.gov), 560 of 105,620 jobs in the North Central TN Non-metropolitan area, which includes Putnam County, are in the arts. This likely means that a higher percentage of TN art majors will end up in business-sector or STEM related jobs, rather than art and education positions. This is further justification for the proposed degree, which has broader curriculum and academic scope.

Further, when comparing the job force of the Putnam County region to the surrounding metropolitan regions, there are fewer jobs available per capita in the field of art. In Nashville, 15,050 of 376,480 jobs are in the arts. In Knoxville, 7,790 of 376,480 jobs are in the arts.

Since there are fewer art jobs available per capita in the Putnam County region, compared to the surrounding region (Nashville and Knoxville), there is local and regional need for the proposed degree due to its interdisciplinary focus and broader academic curriculum. Art students who graduate with the proposed degree will acquire the skills to expand into other sectors and art positions that don't follow the traditional modes of a studio art career.

References

Bureau of Labor Statistics

https://www.bls.gov/oes/2020/may/oes_4700003.htm

May 2020 Occupational Wage and Employment Statistics for North Central TN Non-Metropolitan Area

https://www.bls.gov/oes/2020/may/oes_4700003.htm

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OEWS DATA

OEWS CHARTS These estimates are calculated with data collected from employers in all industry sectors in the North Central Tennessee nonmetropolitan area.

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OEWS MAPS Additional information, including the hourly and annual 10th, 25th, 75th, and 90th percentile wages and the employment percent relative standard error, is available in the [downloadable XLS file](#).

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OEWS DATABASES Major Occupational Groups in North Central Tennessee nonmetropolitan area (**Note**—clicking a link will scroll the page to the occupational group):

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Occupation code	Occupation title (click on the occupation title to view its profile)	Level	Employment	Employment RSE	Employment per 1,000 jobs	Location quotient	Median hourly wage	Mean hourly wage	Annual mean wage	Mean wage RSE
25-9031	Instructional Coordinators	detail	60	9.3%	0.614	0.49	\$30.47	\$29.85	\$62,090	3.0%
25-9045	Teaching Assistants, Except Postsecondary	detail	1,520	15.6%	14.428	1.58	(4)	(4)	\$22,840	2.3%
27-0000	Arts, Design, Entertainment, Sports, and Media Occupations	major	560	16.8%	5.310	0.40	\$17.65	\$20.72	\$43,110	4.9%
27-1024	Graphic Designers	detail	90	15.3%	0.840	0.58	\$17.13	\$18.37	\$38,210	6.6%
27-1026	Merchandise Displayers and Window Trimmers	detail	60	35.4%	0.575	0.59	\$13.93	\$14.36	\$29,860	9.2%
27-2022	Coaches and Scouts	detail	110	47.4%	1.070	0.71	(4)	(4)	\$50,550	25.3%

May 2020 Metropolitan and Nonmetropolitan Area Occupational Wage and Employment Statistics. Knoxville, TN

https://www.bls.gov/oes/2020/may/oes_28940.htm

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27-0000	Arts, Design, Entertainment, Sports, and Media Occupations	major	3,930	7.8%	10.429	0.78	\$20.84	\$26.11	\$54,310	6.0%
27-1011	Art Directors	detail	60	24.5%	0.169	0.57	\$34.86	\$42.02	\$87,400	7.1%
27-1021	Commercial and Industrial Designers	detail	90	34.1%	0.227	1.05	\$36.10	\$35.23	\$73,280	6.9%
27-1023	Floral Designers	detail	150	8.8%	0.398	1.50	\$14.21	\$14.60	\$30,360	5.8%
27-1024	Graphic Designers	detail	400	11.5%	1.066	0.74	\$20.45	\$23.01	\$47,860	4.1%
27-1025	Interior Designers	detail	80	39.1%	0.219	0.51	\$18.39	\$21.68	\$45,090	7.8%
27-1026	Merchandise Displayers and Window Trimmers	detail	570	30.8%	1.509	1.56	\$13.00	\$14.51	\$30,180	6.7%
27-1029	Designers, All Other	detail	40	20.8%	0.116	1.51	\$21.32	\$20.53	\$42,700	9.8%
27-2012	Producers and Directors	detail	150	16.0%	0.406	0.47	\$24.18	\$30.46	\$63,360	9.6%
27-2022	Coaches and Scouts	detail	460	19.1%	1.223	0.82	(4)	(4)	\$57,120	14.7%
27-2042	Musicians and Singers	detail	60	41.5%	0.148	0.59	(8)	(8)	(8)	(8)
27-3011	Broadcast Announcers and Radio Disc Jockeys	detail	70	36.0%	0.185	0.95	\$14.22	\$16.01	\$33,300	9.2%
27-3023	News Analysts, Reporters, and Journalists	detail	90	40.6%	0.241	0.81	\$18.46	\$22.99	\$47,820	18.3%
27-3031	Public Relations Specialists	detail	400	17.3%	1.074	0.61	\$26.84	\$31.27	\$65,030	3.8%
27-3041	Editors	detail	230	43.1%	0.622	0.93	(8)	(8)	(8)	(8)
27-3042	Technical Writers	detail	120	15.9%	0.318	0.91	\$36.30	\$39.30	\$81,740	4.7%
27-3043	Writers and Authors	detail	150	11.3%	0.386	1.21	\$25.31	\$27.30	\$56,780	6.8%
27-3091	Interpreters and Translators	detail	140	8.0%	0.381	0.93	\$23.44	\$23.62	\$49,140	3.0%
27-3099	Media and Communication Workers, All Other	detail	40	43.6%	0.107	0.71	\$17.86	\$19.49	\$40,550	6.3%
27-4011	Audio and Video Technicians	detail	50	14.4%	0.144	0.32	\$21.10	\$24.22	\$50,370	5.6%
27-4012	Broadcast Technicians	detail	40	39.6%	0.114	0.61	\$24.57	\$21.73	\$45,200	8.8%
27-4021	Photographers	detail	110	16.4%	0.295	0.99	\$16.74	\$19.61	\$40,790	8.6%
27-4098	Lighting Technicians and Media and Communication Equipment Workers, All Other	detail	50	49.6%	0.127	0.81	\$25.42	\$28.04	\$58,320	6.1%

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May 2020 Metropolitan and Nonmetropolitan Area Occupational Wage and Employment Statistics.

Nashville, TN

https://www.bls.gov/oes/2020/may/oes_34980.htm

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27-1011	Art Directors	detail	200	18.4%	0.206	0.70	\$36.20	\$36.79	\$76,520	2.3%
27-1013	Fine Artists, Including Painters, Sculptors, and Illustrators	detail	90	37.0%	0.096	1.20	\$26.43	\$26.37	\$54,860	20.6%
27-1014	Special Effects Artists and Animators	detail	80	27.8%	0.080	0.42	\$33.73	\$34.12	\$70,970	5.6%
27-1021	Commercial and Industrial Designers	detail	340	35.7%	0.351	1.62	\$28.79	\$32.58	\$67,770	12.4%
27-1022	Fashion Designers	detail	(8)	(8)	(8)	(8)	\$36.07	\$39.07	\$81,270	5.5%
27-1023	Floral Designers	detail	160	32.9%	0.169	0.64	\$15.96	\$15.91	\$33,080	3.8%
27-1024	Graphic Designers	detail	1,120	11.6%	1.164	0.80	\$24.15	\$25.29	\$52,600	3.1%
27-1025	Interior Designers	detail	570	24.1%	0.594	1.40	\$23.82	\$25.54	\$53,130	4.4%
27-1026	Merchandise Displayers and Window Trimmers	detail	670	23.8%	0.692	0.71	\$14.59	\$16.64	\$34,620	2.6%
27-1027	Set and Exhibit Designers	detail	150	40.6%	0.155	1.96	\$27.86	\$31.95	\$66,450	17.3%
27-1029	Designers, All Other	detail	360	39.3%	0.368	4.79	\$32.09	\$44.97	\$93,530	23.9%
27-2012	Producers and Directors	detail	1,070	14.1%	1.105	1.29	\$25.58	\$40.31	\$83,840	19.9%
27-2022	Coaches and Scouts	detail	1,450	27.7%	1.506	1.01	(4)	(4)	\$47,800	10.0%
27-2023	Umpires, Referees, and Other Sports Officials	detail	370	17.3%	0.383	3.21	(4)	(4)	\$33,650	3.5%
27-2041	Music Directors and Composers	detail	140	9.1%	0.145	2.20	\$28.99	\$31.46	\$65,440	10.2%
27-2042	Musicians and Singers	detail	1,230	20.6%	1.272	5.09	\$28.81	\$36.24	(4)	20.9%
27-2090	Miscellaneous Entertainers and Performers, Sports and Related Workers	broad	(8)	(8)	(8)	(8)	\$14.09	\$15.63	(4)	5.4%
27-3011	Broadcast Announcers and Radio Disc Jockeys	detail	350	21.0%	0.359	1.83	(8)	(8)	(8)	(8)
27-3023	News Analysts, Reporters, and Journalists	detail	230	22.7%	0.240	0.80	\$26.86	\$30.23	\$62,870	10.4%
27-3031	Public Relations Specialists	detail	1,260	20.3%	1.308	0.74	\$33.37	\$33.01	\$68,660	5.1%
27-3041	Editors	detail	960	16.8%	0.994	1.48	\$25.21	\$28.47	\$59,220	5.4%
27-3042	Technical Writers	detail	190	23.3%	0.197	0.56	\$32.72	\$31.46	\$65,430	2.0%
27-3043	Writers and Authors	detail	380	16.6%	0.398	1.25	\$26.92	\$28.61	\$59,510	3.2%
27-3091	Interpreters and Translators	detail	330	16.5%	0.343	0.84	\$19.34	\$20.62	\$42,900	3.9%
27-3099	Media and Communication Workers, All Other	detail	230	18.9%	0.237	1.57	\$18.40	\$23.44	\$48,750	11.8%
27-4011	Audio and Video Technicians	detail	830	21.7%	0.857	1.91	\$21.11	\$22.15	\$46,080	3.3%
27-4012	Broadcast Technicians	detail	180	15.1%	0.182	0.98	\$25.04	\$26.15	\$54,400	4.3%
27-4014	Sound Engineering Technicians	detail	290	25.6%	0.304	3.89	\$24.85	\$29.36	\$61,070	11.7%
27-4021	Photographers	detail	140	15.2%	0.143	0.48	\$22.53	\$22.73	\$47,270	6.4%
27-4031	Camera Operators, Television, Video, and Film	detail	620	43.0%	0.637	4.36	\$30.70	\$28.99	\$60,290	4.4%
27-4032	Film and Video Editors	detail	370	23.8%	0.382	2.37	\$28.16	\$30.80	\$64,060	10.9%
27-4098	Lighting Technicians and Media and Communication Equipment Workers, All Other	detail	330	25.4%	0.338	2.15	\$25.19	\$29.08	\$60,490	6.4%

8.1




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

8.1

TO: Lori Bruce, Provost and Vice President for Academic Affairs
Tennessee Technological University

FROM: Betty Dandridge Johnson, Chief Academic Officer 
Tennessee Higher Education Commission

SUBJECT: Tennessee Technological University
Studio Arts, Bachelor of Science

DATE: June 3, 2022

Pursuant to THEC Academic Policy A1.0 (*New Academic Programs: Approval Process*), THEC staff will support the proposed Studio Arts, Bachelor of Science (BS) degree. This proposed program has satisfied all requirements with conducting a site visit and responding satisfactorily to all recommendations and suggestions by the external reviewer, Professor Valerie Zimany, Chair of the Department of Art at Clemson University.

Tennessee Technological 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, Tennessee Technological University may request the Studio Arts, BS program be placed on the Commission's agenda for approval.

cc: Emily House, THEC, Executive Director
Philip Oldham, TTU, President
Sharon Huo, TTU, Associate Provost
Kimberly Winkle, TTU, Director, School of Art, Craft & Design
Julie A. Roberts, THEC, Associate Chief Academic Officer
Ryan Korstange, THEC, Director of Academic Affairs



Agenda Item Summary

8.2

Date: June 23, 2022

Agenda Item: Emeritus President Contract

Review

Action

No action required

PRESENTERS: Dr. Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS: Review and approve the Emeritus President contract for Dr. Robert Bell for 2022-23 pursuant to the laws of the State of Tennessee and Tennessee Tech policies.

8-36-714. Requirements to be compensated as president emeritus Continued eligibility requirements Filing of agreement.

(a) The board of trustees of the University of Tennessee may grant to any former president of the University of Tennessee the title president emeritus. The board of regents of the state university and community college system may also grant to any former president of any college or university governed by the board of regents a similar emeritus title. No former president shall receive any compensation or remuneration for holding the emeritus title, unless the following conditions are met:

(1) The remuneration is for time actually spent by the former president in performing services for the University or board of regents;

(2) An agreement is executed between the respective board and the former president which sets forth the duties to be performed by the former president;

(3) The agreement cannot exceed a term of one-year. The board of trustees of the University of Tennessee or the board of regents may enter into additional one-year agreements with the former president. No renewal agreement shall be entered into until the respective board reviews and is satisfied with the emeritus work performed by the former president. Any such renewal must be approved by an affirmative vote of a majority of the respective board;

(4) The former president must reside in the state of Tennessee at the time of the initial appointment and at the time of any subsequent appointment; and

(5) The former president shall not accrue any additional retirement credit as a result of such appointment.

(b) Notwithstanding any other law to the contrary, any former president receiving compensation or remuneration for holding the emeritus title pursuant to this section shall be eligible to continue drawing such person's retirement allowance; provided, that the former president does not work and is not compensated for more than one hundred twenty (120) days or the equivalent of one hundred twenty (120) days during the one-year appointment, or, if working as a teacher, for more than twenty-four (24) quarter credit hours or eighteen (18) semester credit hours during the one-year appointment. If the period exceeds that specified in this subsection (b), the former president's monthly retirement allowance shall be reduced in direct proportion thereto. The retirement system is authorized to obtain reimbursement for any retirement benefits overpaid as a result of any compensation being paid to a former president in excess of that permitted by this section. Such reimbursement may be made by deductions from the former president's monthly benefit.

(c) For each emeritus appointment for which compensation or remuneration will be paid, the board of trustees of the University of Tennessee and the board of regents shall be responsible for filing the agreement with the retirement division which sets forth the name of the person holding the title, and the beginning and ending date of the appointment. The agreement shall be accompanied with documentation showing the amount of compensation to be paid to the person and the number of hours to be worked. The agreement and documentation shall be filed annually, if applicable, and signed by the former president acknowledging the conditions of the appointment. The board of trustees of the University of Tennessee and the board of regents shall further send written notice to the speaker of the senate, the speaker of the house of representatives, the chairs of the senate standing committees on education and on finance, ways, and means, and the chairs of the house standing committees on education and finance, ways, and means of each emeritus appointment for which compensation or remuneration will be paid.

Tennessee Tech University
NOTICE OF PART-TIME EMPLOYMENT AND AGREEMENT
FOR PRESIDENT EMERITUS

TO: Dr. Robert R. Bell



This is to confirm your part-time appointment to a position approved by the Tennessee Tech Board of Trustees as President Emeritus of Tennessee Technological University for a period beginning July 1, 2022, at a monthly salary of \$4,114.84 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, the requirements and policies of the Tennessee Tech Board of Trustees and the requirements and policies of Tennessee Tech University.
2. The term of this agreement is July 1, 2022, to June 30, 2023. It may be renewed on an annual basis following review of the emeritus work performed and approval by the Tennessee Tech 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 Tennessee Tech University.
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 Tennessee Tech University. These duties include:
 - ❖ Fund raising for Tennessee Technological University (TTU);
 - ❖ Institution-community relations and activities for TTU; including teaching a class, regional development related activities, and working with the Cookeville Regional Medical Center Board;
 - ❖ Consultation for Tennessee Technological University, as requested;
 - ❖ Provide support in inter-institutional, governmental, legislative, and community relations;
 - ❖ Assist as needed with the completion of selected capital projects;
 - ❖ As requested, represent the President and the University at selected functions and professional meetings;
 - ❖ Recruit students and provide advice to prospective students and their parents;
 - ❖ Promote higher education, the Tennessee Tech University Board of Trustees, and Tennessee Tech University on a continuous basis.

8.2

- 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 TTU-Human Resources 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 condition 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 247 hours.

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



 APPOINTEE

6.5.22

 DATE

An Equal Opportunity/Affirmative Action Employer



 PRESIDENT

6/8/2022

 DATE

**Report of President Emeritus Robert R. Bell
Tennessee Technological University
Functions Performed for 2021-22**

Summary of Activities

1. TTU: Teaching, Scholarship, Advocacy:
 - a. Presented leadership lectures/seminars to classes in the College of Business
 - b. Served on the Planning Committee for the 2022 International Conference of the Society for Advancement of Management (SAM)
 - c. Continued work on a textbook manuscript tentatively titled “Lessons in Leadership.”
 - d. Served as member of the College of Business Board of Trustees, School of Nursing Development Council, Interdisciplinary Studies Advisory Committee, and advisor to Dean Payne
 - e. Member, Board of Directors, Society for the Advancement of Management
 - f. Editorial Review Board Member, *Advanced Management Journal*
 - g. Presented three papers and panels at the International Conference of the Society for the Advancement of Management (SAM)
 - h. Radio Host for “Regional Education Matters” Series on Stonecom Broadcasting
2. Regional Development/TECH-REDI/External Relations:
 - a. Member, Highlands Initiative Workforce Development Task Force
 - b. Chairman, Industrial Development Board (IDB), City of Cookeville: Confidential work with several new companies locating in Cookeville and expansions of existing industry
 - c. Chairman, County Mayor’s Advisory Committee on Non-Profit Allocations, Putnam County
3. Cookeville Regional Medical Center (CRMC):
 - a. Serve on the Hospital Performance Excellence and Ethics Committees.
4. Service to the University in other roles as requested:
 - a. Conducted Campus Tours/Orientation new business/community leaders and job candidates.
 - b. Key Alumni visits, phone conferences, cultivation: Judy Davis, Ashraf Islam, Allen Atkins, Mike Ingram, Dr. Ron Marston, along with Bobby Taylor and Kevin Braswell
 - c. Meetings/Lunches, as requested, with Campus Leaders, Foundation Members, and Regents.
 - d. Participated in virtual Seminars in School of Nursing, College of Business, and groundbreaking, Dedications for Engineering and Science Buildings
 - e. Updated presidential archives/fund raising histories
 - f. Participated in Alumni Reunions: NASA Alumni/Zoom (April) and Tuba Ensemble (April)
5. Other Activities: a. Chair, Strategic Planning, Rotary Club of Cookeville; b. Lay Leader, First United Methodist Church; c. Board of Directors, First National Bank

Work Report for 2021-2022		
July 2021	Total Hours	18
Phone Interview: Motlow State Community College, External Relations/Fundraising		1 hr.
Workforce Development Meeting: Kaitlin Salyer, Dennis Tennant		2 hrs.
Radio Program, "Education Matters in the Upper Cumberland" Lillian Hartgrove, Chair, State Board of Education, Trey Upchurch, PC Schools, Hannah Davis, PC Schools		5 hrs.
Regional Development/External Relations: Cookeville Chamber		3 hrs.
CRMC Foundation Planning: Grants, Pink Gala		2 hrs.
Economic Development/Industrial Board: Projects Life, Frontier, Concrete, Aphenia Phama		3 hrs.
Editorial Review, Advanced Mgt. Journal		2 hrs.
August 2021	Total Hours	30
IDB, Annual Meeting, Projects Life, Bugbee Land Trust		3 hrs.
Manuscript Writing: SAM, text Chapter 3 "Leadership/External Influence"		4 hrs.
TTU Highlands Leadership Course meetings at Chamber		1 hr.
TTU Archives: Recollections of Community College Relations		3 hrs.
Radio Programs: "Education Matters in the Upper Cumberland"		7 hrs.
Cookeville/Putnam County Disaster Relief—final disposition to memorial park		2 hrs.
Key Alumni Visit: Judy Davis, Jacksonville, FL		3 hrs..
Editorial Review: Advanced Management Journal		3 hrs.
Board of Directors meetings, Society for Advancement of Management (SAM) (2)		4 hrs.
September 2021	Total Hours	16
Society for Advancement of Mgt: Telecoms; Editorial Reviews for Journal		3 hrs.
Radio Program: Education Matters, Stonecom Broadcasting		5 hrs.
Industrial Dev. Board + Chamber Projects: Baxter Business Meeting		3 hrs.
TTU: Engineering Groundbreaking, meeting with Ashraf Islam		3 hrs.
Advocacy, Bill Gray, Dr. Zagumny, Gifted Child Program		2 hrs.

October 2021	Total Hours	19
College of Business Annual Banquet		3 hrs.
Education Matters, Stonecom Broadcasting		4 hrs.
Manuscript Development: “Re-energizing Local Boards and Volunteers after the Pandemic”		3 hrs.
Industrial Development Board: Aphenia Pharma Ribbon Cutting; Portabello Easements/Baxter; TTI Floorcare closeouts;		4 hrs.
Highlands/TTU Emerging Leader Seminar Planning/Postponement		1 hr.
Planning meeting, SAM International Conference/telecom		2 hrs.
WH School of Nursing Development Council		2 hrs.
November 2021	Total Hours	28
“Education Matters,” Stonecom Broadcasting—five recording sessions		7 hrs.
Highlands Emerging Leaders Seminar, Planning/Discussion Stephen Crook		1 hr.
TTU: Awards Banquet, Alumni Networking in College of Business at Homecoming		3 hrs.
IDB: three meetings, Project TTI, Portabello Grants from TN ECD—Ledbetter, Crook, New		5 hrs.
Spoke to Student SAM Club at University of Tennessee-Chattanooga		5 hrs.
TTU: Phone Conference w/ Dr. Elkins, on possible SAM Conference Paper		1 hr.
Spoke to two leadership classes, College of Business, Susan Wells		5 hrs.
CRMC Ethics Committee		1 hr.
December 2021	Total Hours	24
Hosted “Education Matters”, Stonecom Broadcasting		5 hrs.
TTU: Donor/Alumni Cultivation: Mike Ingram + Bobby Taylor: Lunch + prework		3 hrs.
TTU: Brokered possible donation to Chemistry: Jeff Boles + Jim Kennedy		2 hrs.
Chamber/Industrial Development Board		2 hrs.
College of Business Board of Trustees		3 hrs.
TTU Archives: Cultivations of major gifts		3 hrs.
Manuscript Research and Writing		6 hrs.

8.2

January 2022	Total Hours	28
Regional Development: Chamber/Highlands/IDB		2 hrs.
Preparation/Taping, “Educational Matters/Local Matters,” Stonecom Broadcasting		6 hrs.
TTU: Manuscript development: “Lessons in Leadership”		5 hrs.
TTU: Attended Women’s Basketball 50 th Anniversary Celebration		2 hrs.
TTU: Collaboration on SAM Papers/Panel with Dr’s Guimaraes, Timmerman and Elkins, I. Koslin		3 hrs.
Highlands Workforce Development: Highlands Leaders Seminar—Postpone Decision/Stephen Crook		1 hr.
Board of Directors Retreat, Society for Advancement of Management, including prework		4 hrs.
Draft of the 2022-2025 Strategic Plan for SAM		4 hrs.
CRMC Ethics Committee		1 hr.
February 2022	Total Hours	19
Preparation/Taping, “Educational Matters/Local Matters”, Stonecom Broadcasting		6 hrs.
Editorial Board Reviews/Adv. Management Journal and SAM Annual Meeting		9 hrs.
Regional Development: /IDB projects-meetings with Kent Moore, Amy New		2 hrs.
WHSON Development Council Zoom meeting + follow-up discussions re Nursing Week		2 hrs.
March 2022	Total Hours	32
Preparation/Taping, “Educational Matters,” Stonecom Broadcasting		6 hrs.
Alumni Cultivation: Dr. Ron Marston w/ Bobby Taylor, March 22, Nashville		6 hrs.
Final editing, SAM papers and presentations		3 hrs.
Regional Development: IDB: Academy appeal/Ficosa non-compliance, Chair, Annual Meeting of the IDB		5 hrs.
Archives: Wrote retrospectives on major gifts/major donor cultivation		2 hrs.
SAM Editorial Board/Attended SAM International Virtual Conference via Zoom March 30-31; presented three sessions over two days: Board of Directors meeting and attended Student Presentations		10 hrs.
April 2022	Total Hours	19
Spoke to the TTU NASA Alumni Reunion group (via ZOOM)		2 hrs.
Participated in the TTU Tuba Ensemble Reunion activities		2 hrs.
Preparation/Taping, Education Matters, Stonecom		5 hrs.
IDB—Briefing of New Staff (Brad and Kent) + called meeting/Eagles Pointe and Academy Tax Protest (April 1 and April 22)		5 hrs.
April 1: Final Day of SAM International Business Conference		3 hrs.

April 2022 (continued)	
ITS updating of office computer/Chris Robbins	2 hrs.
May 2022 (Estimated)	Total Hours 20
Radio Program, "Education Matters in the Upper Cumberland"	3 hrs.
Industrial Development Board:	3 hrs.
Putnam County Commission/County Mayor Advisory Committee on Non-Profits	6 hrs.
Highlands Workforce Development Task Force, Chamber Activities	2 hrs.
SON: Interviews with Dean Hanna, Barbara Jared re National Nursing Month	2 hrs.
Collaboration, editing of Final Manuscript on "Rebuilding/Re-energizing Volunteer Organizations"	4 hrs.
June 2022 (Estimated)	Total Hours 14
Radio Program, "Education Matters in the Upper Cumberland"	5 hrs.
Regional Development: IDB/ Chamber/Highlands	4 hrs.
SAM Editorial Board manuscript editing/review	2 hrs.
SAM Board of Directors monthly meeting	2 hrs.
Putnam County Commission/Mayor's Advisory Committee on Non-Profits	1 hr.

8.2

Work Report Summary for President Emeritus Dr. Robert R. Bell Tennessee Technological University	
Total for 2021-22 fiscal year July 1, 2021, through April 30, 2022	233 hours
Projected emeriti activities for the remainder of academic and fiscal year, May – June, 2022	34 hours
Grand total for 2021-22	267 hours

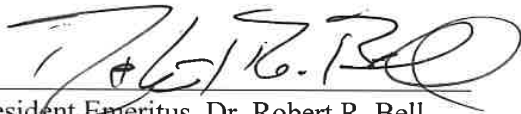
**President Emeritus Report
2021-2022**

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

(typed report attached to this work sheet)

8.2

I spent at least 267 hours performing the work but less than 120 days.

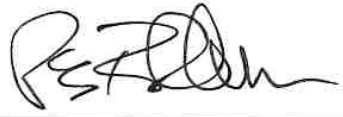


President Emeritus, Dr. Robert R. Bell

6.5.22

Date

I have reviewed the work of Dr. Robert R. Bell for 2021-2022, and I am satisfied that it was well performed.



President, Dr. Philip B. Oldham

6/8/2022

Date



Agenda Item Summary

8.3

Date: June 23, 2022

Agenda Item: TTU Policy 270 (General Graduate Admission Requirements)

Review

Action

No action required

PRESENTERS: Provost Bruce

PURPOSE & KEY POINTS: Policy 270, General Graduate Admission Requirements, is scheduled for review every four years. As a result of this review, the policy is being presented to the Board of Trustees for approval of recommended revisions.

Revisions include specifying a minimum undergraduate GPA for all graduate student admittees. Previously, a minimum GPA was defined in the Graduate catalog but was not specified in Policy 270.

The proposed revisions have received all necessary university approvals, including Graduate Studies Executive Committee, Academic Council, and University Assembly.

**Tennessee Technological University
Policy No. 270**

8.3

**General Graduate
Admissions
Requirements**

Effective Date: July 1, 2017

Policy No.: 270

Policy Name: General Graduate Admissions Requirements

Date Revised: July 1, 2022

I. Purpose

This policy describes graduate admission requirements and procedures for Tennessee Tech.

II. Review

This policy will be reviewed every four years or upon departmental change request or whenever circumstances require review, whichever is earlier, and will be reviewed by the Dean of the College of Graduate Studies, with recommendation by the Graduate Studies Executive Committee, Academic Council, University Assembly, and the Board of Trustees.

III. Definitions

- A. Full Standing** – A classification that denotes that the student has an adequate background for pursuing graduate work and that all minimum requirements for admission to graduate standing have been met.
- B. Provisional Standing** – A classification that denotes that the student does not qualify for full standing due to deficiencies in meeting specific program requirements. “Provisional Standing” is not equivalent to “conditional” admission for the purpose of international student enrollment.
- C. Special Standing** – A classification that denotes that the student has declared a non-degree graduate objective.
- D. Conditional Admission** – A classification that denotes an applicant has applied for graduate admission, has met minimum GPA requirements, and has been issued a letter to assist with obtaining immigration documents to attend an English language institute. This does not grant admission to the applicant nor does it guarantee admission to Tennessee Tech or specified program.

IV. Policy and Procedure

- A.** Applicants ~~must submit the following for consideration:~~ are required to meet admissions criteria established by the College of Graduate Studies. Departments and colleges may choose to define more stringent criteria and/or use a holistic approach when evaluating multiple criteria. However, the following are the minimum admissions criteria defined by the university:
 - 1. An application for admission;
 - 2. Official transcripts of undergraduate and graduate credit from all institutions attended. ~~All degree holders must have earned a minimum of 2.5 out of a possible 4.0 GPA upon completion of the baccalaureate degree;~~

3. Letters of recommendation from persons acquainted with the applicant's scholastic and professional accomplishments, **if required by the major department**;
 4. Graduate admissions test scores, **if required and** as defined by the major department;
 5. One-time application fee payment at the graduate level; and
 6. Any other applicable requirement described in this policy or required by the major department or division to which the applicant is applying.
- B.** An applicant who was previously enrolled in a graduate program but had a break in enrollment, excluding the summer term, must reapply.
- C.** The individual major department or division will determine the minimum test score requirement for admission or readmission, subject to approval by the respective college-level committees, college dean, and the Graduate Studies Executive Committee.
- D.** The major department or division and the College of Graduate Studies will classify applicants as having Full, Provisional, or Special Standing.
- E.** The College of Graduate Studies will change a student's Provisional Standing to Full Standing when the deficiencies identified at the time of admission are removed, provided, at the sole discretion of the department and college,
1. the deficiencies are cured prior to the completion of 15 graduate hours or
 2. after acceptable completion of 9 graduate hours if the sole deficiency is caused by an unacceptable admission exam. A student's failure to remove the deficiencies by the deadline established by Tennessee Tech will result in a registration hold being placed on future registrations until such time as the deficiencies have been removed.
- F.** All application materials become the property of Tennessee Tech and will not be returned to the applicant regardless of whether admission is approved or denied.
- G.** Tennessee Tech follows Tennessee Tech Policy No 253 (Residency Classification) for determination of residency status.
- H.** Additional Admissions Requirements for International Students
1. In addition to requirements described in Section IV, international students must submit sufficient proof, as determined by Tennessee Tech, of adequate

training and ability in the use of English as evidenced by a satisfactory score on recognized and acceptable tests. A list of acceptable scores may be found [here on the Graduate Studies website under the admissions tab for the program.](#)

2. Tennessee Tech will prepare Form I-20 for those admitted students seeking to apply for F-1 visa and the DS2019 for those admitted students seeking to apply for a J-1 visa.
3. Enrollment in a program is contingent on the student receiving an appropriate visa.

8.3

I. Special Admission Categories

1. Admission of Senior Students to Graduate Courses
 - a. A senior student within 18 hours of completing the requirements for the Bachelor's Degree may take up to 9 hours of graduate credit (5000 and 6000 levels) provided:
 - i. The student's record gives indication that the student could achieve Full Standing at the conclusion of the undergraduate program and
 - ii. The student's departmental advisor, graduate course instructor(s), chairperson of the department(s), and Associate Dean of the College of Graduate Studies approve the student's request.
 - b. A senior student within 18 hours who does not meet the Full Standing criteria may take up to 9 hours of 5000 level courses. Credit earned in this manner may be used for either undergraduate or graduate credit but not both.
2. Admission to Fast Track Programs
 - a. The Fast Track program is designed to enable Tennessee Tech undergraduate students to accumulate up to six (6) credit hours of graduate coursework, to satisfy both undergraduate and graduate degree requirements, while still pursuing their undergraduate degree. These hours can include either 4000/5000 dually-listed courses taken at the 5000-level or 6000-level courses.
 - b. All courses must be taken at Tennessee Tech.
 - c. The chair of the department must approve the courses as appropriate substitutions in the undergraduate curriculum.
 - d. Participation does not change the requirements for either the undergraduate or graduate program.
 - e. A student meeting the minimum admission requirements must apply to the department for admission to the Fast Track program. The department's graduate committee will review the application and make a decision on the application.
 - f. Upon graduation from the undergraduate degree program, the student must

meet all requirements for admission into Full Standing in the appropriate graduate degree program. Meeting these minimum requirements does not guarantee admission to the graduate program.

3. Admission of Transfer Students

- a. An applicant for admission who has begun a graduate program at another college or university may be considered for admission to the College of Graduate Studies on a transfer basis consistent with Tennessee Tech Policy 283 General Graduate Transfer Credit Requirements.
- b. A transfer applicant must be in good standing at the institutions previously attended.

4. Admission of Non-degree Graduate Students

- a. Admission to some graduate courses is available to persons who do not seek a graduate degree. Each applicant must submit to the College of Graduate Studies an application, application fee (if applicable), and proof of having earned the bachelor's degree.
- b. Admission is approved by individual departments, divisions, or their representatives.
- c. International students on an F1 visa are not eligible for admission as non-degree students.

5. Admission of Tech Faculty and Employees to Graduate Programs

- a. In addition to meeting the usual requirements for admission to the graduate degree program, an employee's supervisor, the Dean of the College of Graduate Studies, and the Provost must approve the request.

V. Exceptions

Students requesting exceptions to any provision of this policy or departmental requirements must submit their request to their program chairperson, and the departmental chairperson, college dean, and the Dean of the College of Graduate Studies must authorize the exception in writing.

VI. Interpretation

The Dean of the College of Graduate Studies or his/her designee has final authority to interpret the terms of this policy.

VII. Citation of Authority for Policy

T.C.A § 49-8-203(a)(1)(B)

Approved by:

8.3

Graduate Studies Executive Committee: November 1, 2016; June 25, 2021
Academic Council: November 9, 2016; September 8, 2021
University Assembly: November 16, 2016; November 17, 2021
Board of Trustees: June 15, 2017

**Tennessee Technological University
Policy No. 270**

8.3



**General Graduate
Admissions
Requirements**

Effective Date: July 1, 2017

Policy No.: 270

Policy Name: General Graduate Admissions Requirements

Date Revised: July 1, 2022

I. Purpose

This policy describes graduate admission requirements and procedures for Tennessee Tech.

II. Review

This policy will be reviewed every four years or upon departmental change request or whenever circumstances require review, whichever is earlier, and will be reviewed by the Dean of the College of Graduate Studies, with recommendation by the Graduate Studies Executive Committee, Academic Council, University Assembly, and the Board of Trustees.

III. Definitions

- A. Full Standing** – A classification that denotes that the student has an adequate background for pursuing graduate work and that all minimum requirements for admission to graduate standing have been met.
- B. Provisional Standing** – A classification that denotes that the student does not qualify for full standing due to deficiencies in meeting specific program requirements. “Provisional Standing” is not equivalent to “conditional” admission for the purpose of international student enrollment.
- C. Special Standing** – A classification that denotes that the student has declared a non-degree graduate objective.
- D. Conditional Admission** – A classification that denotes an applicant has applied for graduate admission, has met minimum GPA requirements, and has been issued a letter to assist with obtaining immigration documents to attend an English language institute. This does not grant admission to the applicant nor does it guarantee admission to Tennessee Tech or specified program.

IV. Policy and Procedure

- A. Applicants are required to meet admissions criteria established by the College of Graduate Studies. Departments and colleges may choose to define more stringent criteria and/or use a holistic approach when evaluating multiple criteria. However, the following are the minimum admissions criteria defined by the university:**
 - 1. An application for admission;**
 - 2. Official transcripts of undergraduate and graduate credit from all institutions attended. All degree holders must have earned a minimum of 2.5 out of a possible 4.0 GPA upon completion of the baccalaureate degree;**

3. Letters of recommendation from persons acquainted with the applicant's scholastic and professional accomplishments, if required by the major department;
 4. Graduate admissions test scores, if required and as defined by the major department;
 5. One-time application fee payment at the graduate level; and
 6. Any other applicable requirement described in this policy or required by the major department or division to which the applicant is applying.
- B.** An applicant who was previously enrolled in a graduate program but had a break in enrollment, excluding the summer term, must reapply.
- C.** The individual major department or division will determine the minimum test score requirement for admission or readmission, subject to approval by the respective college-level committees, college dean, and the Graduate Studies Executive Committee.
- D.** The major department or division and the College of Graduate Studies will classify applicants as having Full, Provisional, or Special Standing.
- E.** The College of Graduate Studies will change a student's Provisional Standing to Full Standing when the deficiencies identified at the time of admission are removed, provided, at the sole discretion of the department and college,
1. the deficiencies are cured prior to the completion of 15 graduate hours or
 2. after acceptable completion of 9 graduate hours if the sole deficiency is caused by an unacceptable admission exam. A student's failure to remove the deficiencies by the deadline established by Tennessee Tech will result in a registration hold being placed on future registrations until such time as the deficiencies have been removed.
- F.** All application materials become the property of Tennessee Tech and will not be returned to the applicant regardless of whether admission is approved or denied.
- G.** Tennessee Tech follows Tennessee Tech Policy No 253 (Residency Classification) for determination of residency status.
- H.** Additional Admissions Requirements for International Students
1. In addition to requirements described in Section IV, international students must submit sufficient proof, as determined by Tennessee Tech, of adequate

training and ability in the use of English as evidenced by a satisfactory score on recognized and acceptable tests. A list of acceptable scores may be found on the Graduate Studies website under the admissions tab for the program.

2. Tennessee Tech will prepare Form I-20 for those admitted students seeking to apply for F-1 visa and the DS2019 for those admitted students seeking to apply for a J-1 visa.
3. Enrollment in a program is contingent on the student receiving an appropriate visa.

8.3

I. Special Admission Categories

1. Admission of Senior Students to Graduate Courses

- a. A senior student within 18 hours of completing the requirements for the Bachelor's Degree may take up to 9 hours of graduate credit (5000 and 6000 levels) provided:
 - i. The student's record gives indication that the student could achieve Full Standing at the conclusion of the undergraduate program and
 - ii. The student's departmental advisor, graduate course instructor(s), chairperson of the department(s), and Associate Dean of the College of Graduate Studies approve the student's request.
- b. A senior student within 18 hours who does not meet the Full Standing criteria may take up to 9 hours of 5000 level courses. Credit earned in this manner may be used for either undergraduate or graduate credit but not both.

2. Admission to Fast Track Programs

- a. The Fast Track program is designed to enable Tennessee Tech undergraduate students to accumulate up to six (6) credit hours of graduate coursework, to satisfy both undergraduate and graduate degree requirements, while still pursuing their undergraduate degree. These hours can include either 4000/5000 dually-listed courses taken at the 5000-level or 6000-level courses.
- b. All courses must be taken at Tennessee Tech.
- c. The chair of the department must approve the courses as appropriate substitutions in the undergraduate curriculum.
- d. Participation does not change the requirements for either the undergraduate or graduate program.
- e. A student meeting the minimum admission requirements must apply to the department for admission to the Fast Track program. The department's graduate committee will review the application and make a decision on the application.
- f. Upon graduation from the undergraduate degree program, the student must

meet all requirements for admission into Full Standing in the appropriate graduate degree program. Meeting these minimum requirements does not guarantee admission to the graduate program.

3. Admission of Transfer Students
 - a. An applicant for admission who has begun a graduate program at another college or university may be considered for admission to the College of Graduate Studies on a transfer basis consistent with Tennessee Tech Policy 283 General Graduate Transfer Credit Requirements.
 - b. A transfer applicant must be in good standing at the institutions previously attended.
4. Admission of Non-degree Graduate Students
 - a. Admission to some graduate courses is available to persons who do not seek a graduate degree. Each applicant must submit to the College of Graduate Studies an application, application fee (if applicable), and proof of having earned the bachelor's degree.
 - b. Admission is approved by individual departments, divisions, or their representatives.
 - c. International students on an F1 visa are not eligible for admission as non-degree students.
5. Admission of Tech Faculty and Employees to Graduate Programs
 - a. In addition to meeting the usual requirements for admission to the graduate degree program, an employee's supervisor, the Dean of the College of Graduate Studies, and the Provost must approve the request.

V. Exceptions

Students requesting exceptions to any provision of this policy or departmental requirements must submit their request to their program chairperson, and the departmental chairperson, college dean, and the Dean of the College of Graduate Studies must authorize the exception in writing.

VI. Interpretation

The Dean of the College of Graduate Studies or his/her designee has final authority to interpret the terms of this policy.

VII. Citation of Authority for Policy

T.C.A § 49-8-203(a)(1)(B)

Approved by:

Graduate Studies Executive Committee:	November 1, 2016; June 25, 2021
Academic Council:	November 9, 2016; September 8, 2021
University Assembly:	November 16, 2016; November 17, 2021
Board of Trustees:	June 15, 2017



Agenda Item Summary

8.4

Date: June 23, 2022

Agenda Item: TTU Policy 506 (General and Group Travel Policies)

Review

Action

No action required

PRESENTERS: Dr. Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS: Revisions to update the policy that incorporates the travel expense management system.

Tennessee Technological University
Policy No. 506

8.4



**General and Group
Travel Policies**

Effective Date: July 1, 2017

Policy No.: 506

Policy Name: General and Group Travel Policies

Revised Date: July 1, 2022

I. Purpose

This policy sets forth appropriate reimbursement rates and guidelines for all expenses incurred on official business travel for Tennessee Tech. Provisions of this policy also may apply to individuals other than employees who are authorized to travel at Tennessee Tech expense. Specific provisions of the policy also address the travel of Board members. Authorization for travel will not be granted and expenses will not be reimbursed unless the travel is made and reimbursement claimed in accordance with this policy and any approved exceptions hereto.

All travel must be consistent with the educational, research, and professional needs of Tennessee Tech. Employees must conduct all travel with integrity, in compliance with applicable laws, policies, and procedures, and in a manner that excludes considerations of personal advantage. Employees must exercise good judgment and conduct all aspects of travel in a cost-efficient manner.

II. Review

This policy will be reviewed every two years or whenever circumstances require review, whichever is earlier, by the Associate Vice President for Business and Fiscal Affairs in consultation with the Vice President for Planning and Finance, with recommendations for revision presented to the Administrative Council, University Assembly, and the Board of Trustees.

III. Definitions

Clerical and Support Employee: for purposes of this policy, employees who are not faculty and who are classified under the Fair Labor Standards Act as non-exempt.

IV. Policy

A. Authorization for general travel will not be granted and expenses will not be reimbursed unless the travel is made and reimbursement claimed in accordance with this policy, as may be amended from time to time. Reimbursement for travel expenses shall be limited to expenses incurred upon travel authorized in advance in accordance with Section B.

- 1.** Travel which may be authorized, and pursuant to which expenses may be reimbursed, shall be limited to the following:
 - a.** Travel which is necessary for the proper execution of official Tennessee Tech business, or in justifiable pursuit of Tennessee Tech's educational and research objectives; or

- d. The lodging expense will not be considered en route lodging if it does not add an additional day of lodging expense. For example: An employee has a 9:00 a.m. meeting in Atlanta, GA. Assume the employee needs to work a full day prior to the trip. It would be less expensive and more convenient to drive rather than fly. The employee leaves the night before and drives to within two hours of Atlanta. Then the employee spends the night, continues the drive the next morning, and arrives for the 9:00 a.m. meeting. This will be reimbursed but is not considered en route lodging as it did not add an additional day of lodging expense to the normal travel expenses.
4. The limitations on travel expenses contained herein are maximum amounts above which reimbursement shall not be made. Employees are expected to be as conservative as possible in incurring travel expenses.
 - ~~5.~~ Reimbursement for travel expenses shall only be allowed for actual expenses incurred, subject to the maximum limitations shown on the ~~General Reimbursement Rate-Travel~~ Addendum.
 5.
 - a. Receipts must accompany claims for reimbursement for all expenses exceeding the amount cited on the ~~General Reimbursement Rate-Travel~~ Addendum.
 - b. Receipts are not required for meals reimbursed by per diem rates, taxi fares, tolls, and ferry fees.
 - c. Lodging receipts are required and must itemize room charges and taxes. No expenses shall be reimbursed until after travel has been completed.
 6. Internet travel sites such as Expedia, Travelocity, or Kayak can be utilized to purchase single travel services such as an airline ticket. Internet travel sites cannot be used to purchase a package of more than one travel service. Purchases of travel packages that combine services such as lodging, airline, or vehicle rentals are not allowed. These package deals do not usually provide sufficient itemized pricing for each service purchased and therefore do not allow for proper comparison to rates per U. S. General Services Administration for federal employees within the continental United States (CONUS) or conference rates as required by policy.
 7. Tennessee Tech issued credit cards (Procurement cards) may be used for the advance payment of registration fees, airline tickets, and baggage fees. Tennessee Tech ~~procurement issued travel credit~~ cards ~~must not (travel cards) may~~ be used for ~~advance payments of hotel and expenditures while in a state of travel. most~~ expenses incurred while in the state of travel, including advance payment of

registration fees, hotel charges, airline tickets, and baggage fees. Gas for personal vehicle usage and meal expenses acquired during travel may not be charged to the travel card. These cards may only be used by the individual whose name appears on the card.

7.

B.—Authorization of Travel

B.

1. The President or his/her designee shall have authority to approve travel by employees or students of Tennessee Tech. Each employee should consult with his/her administrative officer for the appropriate department's or division's approval procedures.
2. In State Travel
 - a. All employees should obtain prior authorization for in state travel by the employee's appropriate approving authority, except as noted in item b. below. Authorization may be verbal, written, or electronic.
 - b. Written authorization may not be necessary for in state travel where the expected expenses will not be substantial, or when there is no advance notice of the circumstances necessitating the travel, and such travel is approved orally by the appropriate approving authority.
 - c. Employees whose employment requires frequent in state travel may obtain blanket authorization in writing for such travel.
3. Out of State Travel
 - a. All employees must obtain prior ~~written~~ authorization for out of state travel, which must be approved by the employee's appropriate approving authority. The travel expense management system (Chrome River) should be used to capture this approval by preparing and submitting a pre-approval expense report.
 - b. The ~~authorization~~pre-approval report must show the name of the person traveling, purpose of the trip, destinations, date of departure and return, mode of transportation, and estimated expenses, ~~and availability of funds.~~ Availability of funds should be verified prior to submitting the report. Estimated expenses will be encumbered on the appropriate funds within the Banner Finance system.

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- c. If, in the normal course of official business, the employee must routinely travel into another state and back in the same day, such travel will be considered in-state travel and shall be subject to the in-state travel provisions. This exception applies for trips which do not exceed 50 miles into another state.
- d. Employees whose employment requires frequent out-of-state travel may obtain blanket authorization in writing for such travel.

4. All Other Travel

- a. Authorization for travel by an employee to Alaska, Hawaii, and all out-of-country travel shall be subject to approval by the President (or designee).- The travel expense management system should be used for this authorization. A memorandum explaining the purpose of the travel should be attached to the pre-approval report. All academic areas should obtain approval from the Provost and any other required required departmental approvals prior to submission.
- b. Authorization for travel to Alaska, Hawaii, and all out-of-country travel by the president shall be subject to approval by the Tennessee Tech Board of Trustees.

C. Transportation

1. General

- a. All travel must be by the most direct or expeditious route possible and any employee who travels by an indirect route must bear any extra expense occasioned thereby.
- b. When work is performed by an employee in route to or from the official station, reimbursable mileage is computed by deducting the employee's normal commuting mileage from the actual mileage driven in performing the work in route to or from the official station. For example, if an employee normally commutes 10 miles (20 miles round trip), and performs work on the way home from the official station which results in 12 miles driven, the mileage reimbursement will be for 2 miles only, as that is the amount of mileage in excess of the employee's normal commute. In no instance shall mileage claimed for reimbursement exceed actual miles traveled.

~~2.~~ Mode of Transportation

2.

- a. Transportation for employees traveling singly should be by common carrier (air, train, or bus) whenever practical.
- b. The use of air travel is recommended when time is an important factor or when the trip is so long that other methods of travel would increase the subsistence expense.
- c. Automobile transportation may be used to save time when common carrier transportation cannot be satisfactorily scheduled, or to reduce expenses when two or more employees are making the trip.
- d. Reimbursement for personal vehicle use may be claimed at the lesser of the standard mileage rate or comparable cost of commercial transportation including taxi fares and/or limousine charges.

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3. Common Carrier Travel

- a. When travel is by common carrier, the fare must not exceed the standard coach fare charged the general public, and advantage must be taken of round trip rates when available.
- b. The employee's copy of the ticket, or an acceptable receipt, must be submitted for reimbursement of common carrier expenses.
- c. Baggage fees will be allowed when necessary. A receipt is required for reimbursement. Other fees, such as early boarding passes and extra legroom, will not be reimbursed.
- d. Charges for trip insurance are not reimbursable. The State of Tennessee is self-insured and does not purchase separate insurance, and therefore will not reimburse for insurance purchases made for trips.

4. Chartered Aircraft

- a. Generally, faculty and staff (including group travel and athletics) whose duties require travel will use commercial ground and air carriers or an institutional automobile. However, a chartered aircraft may be used if time and/or distance preclude ground travel or if a commercial air service is either unavailable or does not meet the needs of the traveler(s).

- b.** The president shall assign the following duties to a responsible official:
 - i.** Reviewing and approving requests for charter air services;
 - ii.** Scheduling charter flights; and
 - iii.** Informing those who request charter flights of the charter company's policy on canceling scheduled flights.
- c.** Charter services will be utilized only when it can be shown that the charter does not exceed the sum of all traveling costs by commercial carrier (e.g. transportation, meals, and lodging) or that circumstances necessitate travel when no other means is available.
- d.** The charter company must provide the institution with an original, itemized invoice showing the beginning and ending dates of the charter, the origin and destination of each flight, and the names of passengers on each flight.

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5.—Automobile Travel

5.

- a.** When travel by automobile is appropriate, employees may use Tennessee Tech owned automobiles whenever available and feasible. However, Tennessee Tech owned vehicles should be used only on official business.
 - i.** When transportation is by a Tennessee Tech owned automobile, tolls, parking, gasoline, and storage expenses are allowable.
 - ii.** When using Tennessee Tech owned automobiles, employees will be furnished with courtesy cards for purchase of gasoline, oil, and other automobile services, and such expenses should not be claimed by employees as travel expenses.
 - iii.** Emergency out-of-pocket expenses, such as towing or emergency repairs, will be reimbursed but must be accompanied by proper receipt identifying the automobile and itemizing the services. Such expenditures must be of an emergency nature when immediate service is required and access to a state facility is not possible.
 - iv.** Major repairs should be approved by campus officials prior to work being performed. Such expenditures are allowed but should be filed for reimbursement separately.

b. Personally-Owned Automobiles

- i.** Mileage reimbursement rates are determined by the State of Tennessee Department of Finance and Administration and can be found on the [General Reimbursement Schedule](#) in the State's Comprehensive Travel Regulations.
- ii.** The authorized mileage allowance includes all operating expenses such as gas, oil, and repairs precluding any separate claim for such items.
- iii.** ~~Employees may use reputable websites~~ [Google Maps will be used within the travel expense management system](#) to determine point-to-point and/or vicinity mileage.
- iv.** Procedures for calculating mileage are based on the fact that Tennessee Tech is prohibited from reimbursing employees for normal commuting mileage.
- v.** If an employee begins or ends a trip at his/her official station, reimbursable mileage will be the mileage from the official station to the destination.
- vi.** If work is performed by an employee in route to or from the official station, reimbursable mileage is computed by deducting the employee's normal commuting mileage from the actual mileage driven.
- vii.** If an employee begins or ends a trip at a personal residence without stopping at the employee's official station, reimbursable mileage will be the lesser of the mileage from the employee's residence to the work destination or from the official station to the work destination.
- viii.** On weekends and holidays, the employee may typically be reimbursed for actual mileage from his/her residence to the destination. If an employee travels between destinations without returning to his/her official station or his/her residence, reimbursable mileage is the actual mileage between those destinations.
- ix.** The travel claim must indicate the employee's itinerary and must show the official business mileage. Business mileage as indicated by ~~the official state map or reputable websites, such as Rand McNally, Google Maps in~~ [the travel expense management system](#) for out of state routes will be regarded as official. Vicinity mileage must be reported on a separate line and not included with point to point mileage. Only mileage on official business may be claimed.

- x. Necessary charges for hotel and airport parking will be allowed.

c. Automobile Accident Reporting

- i. Tennessee Tech University employees should contact the State of Tennessee Auto Accident Call Center if they are involved in an auto accident while driving a state vehicle, rental, or personal vehicle while on official Tennessee Tech business.
- ii. All employees should have Auto Accident Reporting Instructions and Damage Notification Card in the vehicle when travelling for business purposes.

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6. Limousine and Taxi Service

- a. When travel is by common carrier, reasonable limousine and taxi fares will be allowed for necessary transportation.
- b. Bus or limousine service to and from airports will be used when available and practical.
- c. After arrival at destination, necessary taxi fares for traveling between hotels or lodging and meeting or conference will be allowed.
- d. No receipt is required for reimbursement of reasonable taxi fares.

7. Car Rentals at Destination

- a. Charges for automobile rental shall be allowed whenever it is more economical than alternative methods of transportation or it is the only practical means of transportation.
- b. Charges for insurance for rented automobiles are not reimbursable. The State of Tennessee is self-insured and does not purchase separate insurance, and therefore will not reimburse for insurance purchases made for rental vehicles.
- c. Employees should refuel before returning vehicles when possible.

8. Tolls and Ferry Fees

- a. Reasonable tolls and ferry fees will be allowed when necessary.
- b. No receipt is required for reimbursement of tolls and ferry fees.

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9. Daily Parking Fees

- a. Employees required to utilize commercial parking facilities in the daily performance of duties, or while on travel status, will be allowed reimbursement for actual costs.
- b. Receipt is required if the fee exceeds the maximum indicated per day (see [General Reimbursement Rate-Travel Addendum](#)).

10. Unnecessary meals and lodging expenses which are occasioned by the use of an automobile for reasons of the employee's personal convenience, or which are due to travel by an indirect route, will not be allowed.

~~11.~~ If travel is by common carrier, the employee will be reimbursed for expenses in traveling to and from the common carrier including related parking expenses. Receipts must be furnished on airport and hotel parking exceeding maximum parking allowance in [General Reimbursement Rate-Travel Addendum](#).

11.

D. Lodging

1. Lodging expenses incurred within the state while on authorized travel will be reimbursable to the maximum shown on the [General Reimbursement Rate-Travel Addendum](#).
2. Out of State Lodging
 - a. Lodging expenses incurred out of the state while on authorized travel will be reimbursable to the maximum shown on the [General Reimbursement Rate-Travel Addendum](#).
 - b. The maximum reimbursement rates for out-of-state travel are the same as those maintained by CONUS. The [CONUS](#) list, available on the General Services Administration web site, contains a standard reimbursement rate for lodging and meals and incidentals, and several pages of exceptions. Most destinations for out-of-state travel fall within the list of exceptions.
 - c. En route lodging will be allowed for only one day each way on trips of long duration. En route lodging will only be allowed in cases when the approved and most direct or expeditious mode of travel will require more than ten (10) hours of continuous travel.
3. Lodging expenses incurred while out of the country will be reimbursed at actual expenses with receipts.

4. Additional Lodging Expenses

- a.** Sales taxes on lodging costs will be reimbursable.
- b.** Higher rates for lodging at the location of a convention or conference will be allowed, without special approval, up to the amount indicated in the convention or conference brochure or conference website when attached to the travel claim.
- c.** Any exceptions must be approved by the President.

5. Shared Lodging

- a.** In the event of double occupancy for state employees on official travel, both employees should attach an explanation to his/her travel claim detailing dates and other employees with whom the room was shared. The receipt for the entire amount should be submitted with both claims.
- b.** The lodging cost may be claimed by the employee who incurred the cost, or one half the double occupancy charge may be allowable for each employee.
- c.** If a room is shared with other than a state employee, actual cost subject to the maximum in the ~~General Reimbursement Rate~~ Travel Addendum will be allowed.

E. Meals

1. In-State and Out-of-State Meals

- a.** Meals while on authorized travel will be reimbursed, subject to the meal allowance provided on the ~~General Reimbursement Rate~~ Travel Addendum.
- b.** The maximum per diem rates include a fixed allowance for meals and for incidental expenses (M&I).
- c.** The M&I rate, or fraction thereof, is payable to the traveler without itemization of expenses or receipts.
- d.** Incidentals are intended to include miscellaneous costs associated with travel such as tips for baggage handling, phone calls home, etc.

- e. The M&I rates for out-of-state travels are the same as those for federal employees, and are available on the General Services Administration’s web site. As with lodging, there is a standard rate for the continental United States ([CONUS](#)), and a list of exceptions.
- f. Reimbursement for meals and incidentals for the day of departure shall be three-fourths of the appropriate M&I rate (either the in-state rate or [CONUS](#) rate for out-of-state travel) at the rate prescribed for the lodging location.
- g. Reimbursement for M&I for the day of return shall be three-fourths of the M&I rate applicable to the preceding calendar day.
- h. The CONUS [M&I Breakdown](#) should be used to determine the single meal allowance and the three-fourths calculation, when appropriate.
- i. Reimbursement for meals will not be permitted when overnight travel is not involved.

- 2. Out-of-country meals are reimbursed at the ~~maximum~~ [Outside CONUS \(CONUSOCONUS\)](#) per diem rate ~~for out-of-state travel~~. Reimbursements for actual receipts can be reimbursed if kept.
- 3. When the expenses for an official banquet of a meeting or conference are in excess of the meal allowance, the excess will be allowed provided a receipt or proper explanation of the charge is submitted.

F. Miscellaneous Expenses

- 1. Expenses for entertainment (employee or others), laundry, tips and gratuities, etc., are personal expenses and will not be reimbursed in excess of the incidental portion of the M&I rate.
- 2. Telephone, Internet and Fax Expenses
 - a. Charges for long distance telephone calls, internet, and/or fax on official business will be allowed.
 - b. Charges for necessary local calls on official business will be allowed.
- 3. Registration fees for approved conferences, conventions, seminars, meetings, etc., will be allowed including cost of official banquets and/or luncheons, if authorized in advance by the appropriate approving authority, and provided receipts are submitted with the travel claim.

4. Fees for the handling of equipment or promotional materials will be allowed up to the maximum indicated (see ~~General Reimbursement Rate-Travel~~ Addendum).

G. Claims

1. ~~The standard Travel Expense Claim Form~~ Expense reports in the travel expense management system (Chrome River), approved by the Vice President for Planning and Finance, shall be used for reimbursement of expenses.
2. The ~~form~~ report must show movement and detail of expenses on a daily basis, be ~~signed~~ approved by the employee, and be approved by the appropriate approving authority prior to reimbursement.
3. ~~Employee signatures on the travel claims must be original or electronic by an approved method. Where adequate controls have been implemented to minimize risks associated with travel claims (such as the risk that duplicate claims will be submitted or alterations made to the original claim subsequent to approval by approving authority), travel claims may be submitted for payment electronically via email.~~
- 4.3. ~~Receipts for appropriate expenses must be submitted with the claim~~ Receipts for appropriate expenses must be attached and submitted with the expense report for reimbursement.
- 5.4. ~~Expenses for books, supplies, postage, and other items that do not constitute actual traveling expenses should not be included in the claim form~~ expense report.
- 6.5. ~~Claims for reimbursement for travel expenses should be submitted no later than thirty (30) days after completion of the travel.~~
- 7.6. ~~Complete travel claims and requisitions in accordance with the Procedures Manual for Completing Travel Claims and Requisitions~~ Procedures Manual for Completing Travel Claims and Requisitions.

H. Travel Advances

1. ~~Normally travel expenses should be paid when using a Tennessee Tech travel card, when authorized, or when~~ incurred by an employee, with reimbursement made to the employee for actual expenses upon proper submission of a claim for travel expenses. Advances to employees for anticipated travel expenses may be

made under the circumstances hereinafter described as ~~permanent and~~ temporary travel advances. Travel advances for Clerical and Support employees are approved by their immediate supervisor. Travel advances for exempt employees must be approved by the President or his/her designee.

1. Permanent

a.

2. Temporary Travel Advances

~~a. When an employee has blanket temporary travel authorization, and is expected to travel the major portion of each month, the employee may be placed upon permanent travel status.~~

~~b. Upon determination of the employee's estimated monthly expenses, if such expenses exceed \$100, the employee may be provided with a single advance in an amount sufficient to cover such expenses for one month, provided such amount may not exceed the semi-monthly salary of the employee.~~

~~c. Subsequent to the initial advance, the employee shall submit appropriate claims and be reimbursed as heretofore provided, with any unused portion of the advance to be returned upon termination of the employee's permanent travel status.~~

~~3. Temporary~~ Travel Advances

~~a. When temporary travel is authorized for an employee, the employee is authorized for an employee, the employee should exhaust all efforts to obtain a travel card, when feasible. In emergency situations, or when a travel card is not practical, an employee may receive an advance, provided a request for the advance, including estimated expenses, is submitted to the appropriate approving authority with the request for written authorization for the travel, and is approved.~~

~~b. An amount equal to 80% of the estimated out of pocket expenditures will be allowed as an advance, however, no advance less than \$100 will be made.~~

~~c. Students traveling under individual authorizations or an employee traveling with a student or students who is responsible for disbursing all funds for the trip may be advanced 100% of the amount of the authorization.~~

~~e.~~

4.3. Payroll Deduction Authorization

- a.** Each employee receiving a permanent or temporary travel advance for the first time must sign a payroll deduction authorization form which will allow Tennessee Tech to recover the advance from any salary owed the employee in the event of termination of employment or failure to submit a travel claim.
- b.** This deduction from payroll should be used as a last resort only in the event all other efforts to collect the advance have failed.

5.4. Expense Claim

- a.** Upon return, the employee should submit an expense claim detailing his/her actual expenditures. This claim should show the total expenses incurred. The advanced amount should be subtracted from this total. The excess expenses will be reimbursed to the employee.
- b.** No advance should exceed actual expenses. If this does happen, however, the excess should be returned by the employee to the business office for deposit as a credit against the original advance with proper distribution being made of the actual expenses incurred.
- c.** In the latter instance, the expense account claim should be forwarded to the business office with notification to file it with the advance request.

6.5. Non-business Expenses

- a.** You are eligible for reimbursement of travel expenses if your trip was entirely business related.
- b.** If your trip was primarily for business and, while at your business destination, you extended your stay, made a personal side trip, or had other personal activities, you can obtain reimbursement for only your business related travel expenses.
- c.** These expenses include the travel costs of getting to and from your business destination but do not include additional lodging, parking, and per diem for the days not required for the business travel.
- d.** Additional days are not considered business related unless they are necessary to provide rest or sleep required for you to properly perform your duties.

I. Athletic and Other Student Group Travel

I.

1. Athletic Recruiting

- a.** If a staff member has a "courtesy vehicle" due to his/her association with Tennessee Tech, the maximum rate allowed will be the rate allowed under these policies, less the portion of the IRS business standard mileage rate treated as depreciation.
- b.** The following are subject to prior approval by the president or designee:
 - i.** Blanket travel authorization for scouting or recruiting; and
 - ii.** The travel of visitors and guests at institutional expense for any occasion related to recruiting.
- c.** The actual cost of guest meals may be claimed when incurred by a staff member for recruiting purposes. Such claims must be submitted in appropriate detail. Receipts are required.
- d.** Student Recruits
 - i.** Staff members are responsible for compliance with pertinent NCAA and conference rules regarding student recruits.
 - ii.** Lodging in campus facilities may be arranged if space is available. If campus space is not available, arrangements may be made for lodging in local motels/hotels, and, with the approval of the athletic director or designee, may be charged to the athletic department.
 - iii.** If available, the use of campus dining services should be arranged and costs may be charged to the athletic department. If necessary, staff members will be reimbursed at cost for off-campus meals, with reasonable and customary gratuities allowed. Receipts must accompany claims.
 - iv.** Transportation may be arranged through a local travel service and charged to the athletic department with the approval of the athletic director or designee. Automobile mileage may be reimbursed to a student recruit at the maximum rate allowed under this policy and procedures for the use of a personal vehicle.
 - v.** Entertainment expenses may be reimbursed at cost within NCAA and conference rules.

v.

2. Travel

- a. Institution officials and guests of the institution that accompany the team or student groups on trips must be approved in advance by the President or designee.
- b. In all cases, team and group transportation will be arranged through established institutional procedures, and travel itineraries are to be arranged in advance.
- iii. Documentation must be maintained in the athletic or other appropriate departments or offices indicating that various cost alternatives have been explored before making all arrangements and reservations.
- iv. However, if such arrangements are made by Tennessee Tech's purchasing office, that office should maintain the appropriate documentation.

~~e.~~—A roster of all individuals on a particular trip must be included with the itinerary documentation for proper accounting and auditing purposes and filed with the travel ~~claim~~.

~~d.~~—A travel advance in the amount of 100% of the estimated trip expenses may be allowed. One person from the athletic department or coach staff member who is familiar with the travel regulations will be responsible for the advance and all bills connected with team or group travel.

~~c.~~ expense report.

e.d. Receipts are required for all team or group travel expenses.

f.e. Actual lodging expenses will be reimbursed.

- v. Documentation must be maintained in the athletic department or other appropriate department or office indicating that various cost alternatives have been explored before making all arrangements and reservations.

- vi. However, if such arrangements are made by the institution's purchasing office, that office should maintain the appropriate documentation.

g.f. Miscellaneous expenses, such as movies while on trips, must be supported by receipts.

h.g. Telephone calls by staff members for business purposes may be claimed with documentation

i.h. Individual meals associated with team or group travel will follow this policy.

j.i. All team or group meals and snacks will be reimbursed at actual cost.

vii. Gratuities not to exceed reasonable and customary rates are allowed.

viii. Appropriate documentation and receipts are required.

k.j. All travel claims and requisitions for team or group travel must be approved in writing by the appropriate approving authority.

3. Faculty who lead student group travel (abroad or domestic) must follow all requirements found in TTU Policy 215 (Faculty-led Domestic Trips) and TTU Policy 290 (Faculty-Led Study Abroad Short-Term Programs)

J. Exceptions

1. The President shall have the authority to grant exceptions to any part or all of the provisions of this policy when deemed appropriate and necessary; however, any exception directly affecting the President must be approved by the Chair of the Board of Trustees. Two areas of standing exceptions to the travel policy are provided. The first exception applies only to the President and Tennessee Tech employees traveling in the company of the President. The second exception applies to members of the Tennessee Tech Board of Trustees.
2. The first exception related to the President corresponds with Exception Number Three of the State's Comprehensive Travel Regulations. Special rates for this exception are found in the ~~following addendum~~ Travel Addendum titled Special Rates Under Exception One. All provisions of Sections A through H of this policy shall be applicable unless superseded by the following.
 - a. Transportation: First class travel on common carrier shall be allowable at the option of the above designated persons when accompanying others not employed by Tennessee Tech who are traveling in first class accommodations.
 - b. Charges for automobile rental shall be allowed whenever it is more economical than alternative methods of transportation or whenever it is the only practical means of transportation.

- 3. The second exception - members of the Board of Trustees shall be reimbursed for travel in the performance of their official duties in accordance with applicable provisions of the general policy unless superseded by the following, which corresponds with Exception Number Four of the State’s Comprehensive Travel Regulations, provided that necessary approvals shall be made by the President. Members of the Board of Trustees shall be reimbursed by Tennessee Tech for all allowable travel expenses upon submission of a Travel Expense Claim Form and appropriate receipts. Special rates for this exception are found in the following addendum under the title Special Rates Under Exception Two.

8.4

V. Interpretation

The Vice President for Planning and Finance or his/her designee has the final authority to interpret the terms of this policy.

VI. Citation of Authority for Policy

T.C.A. § 49-8-203(a)(1)(C); Tennessee Department of Finance and Administration: Policy 8 – Comprehensive Travel Regulations

Approved by:

- Administrative Council: February 22, 2017; **April 6, 2022**
- University Assembly: April 4, 2017; **April 20, 2022**
- Board of Trustees: June 15, 2017;

Tennessee Technological University
Policy No. 506

8.4



**General and Group
Travel Policies**

Effective Date: July 1, 2017

Policy No.: 506

Policy Name: General and Group Travel Policies

Revised Date: July 1, 2022

I. Purpose

This policy sets forth appropriate reimbursement rates and guidelines for all expenses incurred on official business travel for Tennessee Tech. Provisions of this policy also may apply to individuals other than employees who are authorized to travel at Tennessee Tech expense. Specific provisions of the policy also address the travel of Board members. Authorization for travel will not be granted and expenses will not be reimbursed unless the travel is made and reimbursement claimed in accordance with this policy and any approved exceptions hereto.

All travel must be consistent with the educational, research, and professional needs of Tennessee Tech. Employees must conduct all travel with integrity, in compliance with applicable laws, policies, and procedures, and in a manner that excludes considerations of personal advantage. Employees must exercise good judgment and conduct all aspects of travel in a cost-efficient manner.

II. Review

This policy will be reviewed every two years or whenever circumstances require review, whichever is earlier, by the Associate Vice President for Business and Fiscal Affairs in consultation with the Vice President for Planning and Finance, with recommendations for revision presented to the Administrative Council, University Assembly, and the Board of Trustees.

III. Definitions

Clerical and Support Employee: for purposes of this policy, employees who are not faculty and who are classified under the Fair Labor Standards Act as non-exempt.

IV. Policy

- A.** Authorization for general travel will not be granted and expenses will not be reimbursed unless the travel is made and reimbursement claimed in accordance with this policy, as may be amended from time to time. Reimbursement for travel expenses shall be limited to expenses incurred upon travel authorized in advance in accordance with Section B.
 - 1.** Travel which may be authorized, and pursuant to which expenses may be reimbursed, shall be limited to the following:
 - a.** Travel which is necessary for the proper execution of official Tennessee Tech business, or in justifiable pursuit of Tennessee Tech's educational and research objectives; or

a.m. meeting in Atlanta, GA. Assume the employee needs to work a full day prior to the trip. It would be less expensive and more convenient to drive rather than fly. The employee leaves the night before and drives to within two hours of Atlanta. Then the employee spends the night, continues the drive the next morning, and arrives for the 9:00 a.m. meeting. This will be reimbursed but is not considered en route lodging as it did not add an additional day of lodging expense to the normal travel expenses.

4. The limitations on travel expenses contained herein are maximum amounts above which reimbursement shall not be made. Employees are expected to be as conservative as possible in incurring travel expenses.
5. Reimbursement for travel expenses shall only be allowed for actual expenses incurred, subject to the maximum limitations shown on the Travel Addendum.
 - a. Receipts must accompany claims for reimbursement for all expenses exceeding the amount cited on the Travel Addendum.
 - b. Receipts are not required for meals reimbursed by per diem rates, taxi fares, tolls, and ferry fees.
 - c. Lodging receipts are required and must itemize room charges and taxes. No expenses shall be reimbursed until after travel has been completed.
6. Internet travel sites such as Expedia, Travelocity, or Kayak can be utilized to purchase single travel services such as an airline ticket. Internet travel sites cannot be used to purchase a package of more than one travel service. Purchases of travel packages that combine services such as lodging, airline, or vehicle rentals are not allowed. These package deals do not usually provide sufficient itemized pricing for each service purchased and therefore do not allow for proper comparison to rates per U. S. General Services Administration for federal employees within the continental United States ([CONUS](#)) or conference rates as required by policy.
7. Tennessee Tech issued credit cards (Procurement cards) may be used for the advance payment of registration fees, airline tickets, and baggage fees. Tennessee Tech issued travel credit cards (travel cards) may be used for most expenses incurred while in the state of travel, including advance payment of registration fees, hotel charges, airline tickets, and baggage fees. Gas for personal vehicle usage and meal expenses acquired during travel may not be charged to the travel card. These cards may only be used by the individual whose name appears on the card.

B. Authorization of Travel

- 1.** The President or his/her designee shall have authority to approve travel by employees or students of Tennessee Tech. Each employee should consult with his/her administrative officer for the appropriate department's or division's approval procedures.
- 2.** In State Travel
 - a.** All employees should obtain prior authorization for in state travel by the employee's appropriate approving authority, except as noted in item b. below. Authorization may be verbal, written, or electronic.
 - b.** Written authorization may not be necessary for in state travel where the expected expenses will not be substantial, or when there is no advance notice of the circumstances necessitating the travel, and such travel is approved orally by the appropriate approving authority.
 - c.** Employees whose employment requires frequent in state travel may obtain blanket authorization in writing for such travel.
- 3.** Out of State Travel
 - a.** All employees must obtain prior authorization for out of state travel, which must be approved by the employee's appropriate approving authority. The travel expense management system (Chrome River) should be used to capture this approval by preparing and submitting a pre-approval expense report.
 - b.** The pre-approval report must show the name of the person traveling, purpose of the trip, destinations, date of departure and return, mode of transportation, and estimated expenses. Availability of funds should be verified prior to submitting the report. Estimated expenses will be encumbered on the appropriate funds within the Banner Finance system.
 - c.** If, in the normal course of official business, the employee must routinely travel into another state and back in the same day, such travel will be considered in-state travel and shall be subject to the in-state travel provisions. This exception applies for trips which do not exceed 50 miles into another state.
 - d.** Employees whose employment requires frequent out-of-state travel may obtain blanket authorization in writing for such travel.
- 4.** All Other Travel
 - a.** Authorization for travel by an employee to Alaska, Hawaii, and all out-of-country travel shall be subject to approval by the President (or designee). The travel expense management system should be used for this authorization. A

memorandum explaining the purpose of the travel should be attached to the pre-approval report. All academic areas should obtain approval from the Provost and any other required departmental approvals prior to submission.

- b.** Authorization for travel to Alaska, Hawaii, and all out-of-country travel by the president shall be subject to approval by the Tennessee Tech Board of Trustees.

C. Transportation

1. General

- a.** All travel must be by the most direct or expeditious route possible and any employee who travels by an indirect route must bear any extra expense occasioned thereby.
- b.** When work is performed by an employee in route to or from the official station, reimbursable mileage is computed by deducting the employee's normal commuting mileage from the actual mileage driven in performing the work in route to or from the official station. For example, if an employee normally commutes 10 miles (20 miles round trip), and performs work on the way home from the official station which results in 12 miles driven, the mileage reimbursement will be for 2 miles only, as that is the amount of mileage in excess of the employee's normal commute. In no instance shall mileage claimed for reimbursement exceed actual miles traveled.

2. Mode of Transportation

- a.** Transportation for employees traveling singly should be by common carrier (air, train, or bus) whenever practical.
- b.** The use of air travel is recommended when time is an important factor or when the trip is so long that other methods of travel would increase the subsistence expense.
- c.** Automobile transportation may be used to save time when common carrier transportation cannot be satisfactorily scheduled, or to reduce expenses when two or more employees are making the trip.
- d.** Reimbursement for personal vehicle use may be claimed at the lesser of the standard mileage rate or comparable cost of commercial transportation including taxi fares and/or limousine charges.

3. Common Carrier Travel

- a. When travel is by common carrier, the fare must not exceed the standard coach fare charged the general public, and advantage must be taken of round trip rates when available.
- b. The employee's copy of the ticket, or an acceptable receipt, must be submitted for reimbursement of common carrier expenses.
- c. Baggage fees will be allowed when necessary. A receipt is required for reimbursement. Other fees, such as early boarding passes and extra legroom, will not be reimbursed.
- d. Charges for trip insurance are not reimbursable. The State of Tennessee is self-insured and does not purchase separate insurance, and therefore will not reimburse for insurance purchases made for trips.

4. Chartered Aircraft

- a. Generally, faculty and staff (including group travel and athletics) whose duties require travel will use commercial ground and air carriers or an institutional automobile. However, a chartered aircraft may be used if time and/or distance preclude ground travel or if a commercial air service is either unavailable or does not meet the needs of the traveler(s).
- b. The president shall assign the following duties to a responsible official:
 - i. Reviewing and approving requests for charter air services;
 - ii. Scheduling charter flights; and
 - iii. Informing those who request charter flights of the charter company's policy on canceling scheduled flights.
- c. Charter services will be utilized only when it can be shown that the charter does not exceed the sum of all traveling costs by commercial carrier (e.g. transportation, meals, and lodging) or that circumstances necessitate travel when no other means is available.
- d. The charter company must provide the institution with an original, itemized invoice showing the beginning and ending dates of the charter, the origin and destination of each flight, and the names of passengers on each flight.

5. Automobile Travel

- a.** When travel by automobile is appropriate, employees may use Tennessee Tech owned automobiles whenever available and feasible. However, Tennessee Tech owned vehicles should be used only on official business.
 - i.** When transportation is by a Tennessee Tech owned automobile, tolls, parking, gasoline, and storage expenses are allowable.
 - ii.** When using Tennessee Tech owned automobiles, employees will be furnished with courtesy cards for purchase of gasoline, oil, and other automobile services, and such expenses should not be claimed by employees as travel expenses.
 - iii.** Emergency out-of-pocket expenses, such as towing or emergency repairs, will be reimbursed but must be accompanied by proper receipt identifying the automobile and itemizing the services. Such expenditures must be of an emergency nature when immediate service is required and access to a state facility is not possible.
 - iv.** Major repairs should be approved by campus officials prior to work being performed. Such expenditures are allowed but should be filed for reimbursement separately.

- b.** Personally-Owned Automobiles
 - i.** Mileage reimbursement rates are determined by the State of Tennessee Department of Finance and Administration and can be found on the [General Reimbursement Schedule](#) in the State's Comprehensive Travel Regulations.
 - ii.** The authorized mileage allowance includes all operating expenses such as gas, oil, and repairs precluding any separate claim for such items.
 - iii.** Google Maps will be used within the travel expense management system to determine point-to-point and/or vicinity mileage.
 - iv.** Procedures for calculating mileage are based on the fact that Tennessee Tech is prohibited from reimbursing employees for normal commuting mileage.
 - v.** If an employee begins or ends a trip at his/her official station, reimbursable mileage will be the mileage from the official station to the destination.
 - vi.** If work is performed by an employee in route to or from the official station, reimbursable mileage is computed by deducting the employee's normal commuting mileage from the actual mileage driven.

- vii.** If an employee begins or ends a trip at a personal residence without stopping at the employee's official station, reimbursable mileage will be the lesser of the mileage from the employee's residence to the work destination or from the official station to the work destination.
- viii.** On weekends and holidays, the employee may typically be reimbursed for actual mileage from his/her residence to the destination. If an employee travels between destinations without returning to his/her official station or his/her residence, reimbursable mileage is the actual mileage between those destinations.
- ix.** The travel claim must indicate the employee's itinerary and must show the official business mileage. Business mileage as indicated by Google Maps in the travel expense management system for out of state routes will be regarded as official. Vicinity mileage must be reported on a separate line and not included with point to point mileage. Only mileage on official business may be claimed.
- x.** Necessary charges for hotel and airport parking will be allowed.

c. Automobile Accident Reporting

- i.** Tennessee Tech University employees should contact the State of Tennessee Auto Accident Call Center if they are involved in an auto accident while driving a state vehicle, rental, or personal vehicle while on official Tennessee Tech business.
- ii.** All employees should have Auto Accident Reporting Instructions and Damage Notification Card in the vehicle when travelling for business purposes.

6. Limousine and Taxi Service

- a.** When travel is by common carrier, reasonable limousine and taxi fares will be allowed for necessary transportation.
- b.** Bus or limousine service to and from airports will be used when available and practical.
- c.** After arrival at destination, necessary taxi fares for traveling between hotels or lodging and meeting or conference will be allowed.
- d.** No receipt is required for reimbursement of reasonable taxi fares.

7. Car Rentals at Destination

- a.** Charges for automobile rental shall be allowed whenever it is more economical than alternative methods of transportation or it is the only practical means of transportation.
- b.** Charges for insurance for rented automobiles are not reimbursable. The State of Tennessee is self-insured and does not purchase separate insurance, and therefore will not reimburse for insurance purchases made for rental vehicles.
- c.** Employees should refuel before returning vehicles when possible.

8. Tolls and Ferry Fees

- a.** Reasonable tolls and ferry fees will be allowed when necessary.
- b.** No receipt is required for reimbursement of tolls and ferry fees.

9. Daily Parking Fees

- a.** Employees required to utilize commercial parking facilities in the daily performance of duties, or while on travel status, will be allowed reimbursement for actual costs.
- b.** Receipt is required if the fee exceeds the maximum indicated per day (see Travel Addendum).

10. Unnecessary meals and lodging expenses which are occasioned by the use of an automobile for reasons of the employee's personal convenience, or which are due to travel by an indirect route, will not be allowed.

11. If travel is by common carrier, the employee will be reimbursed for expenses in traveling to and from the common carrier including related parking expenses. Receipts must be furnished on airport and hotel parking exceeding maximum parking allowance in Travel Addendum.

D. Lodging

- 1.** Lodging expenses incurred within the state while on authorized travel will be reimbursable to the maximum shown on the Travel Addendum.
- 2. Out of State Lodging**
 - a.** Lodging expenses incurred out of the state while on authorized travel will be reimbursable to the maximum shown on the Travel Addendum.

- b. The maximum per diem rates include a fixed allowance for meals and for incidental expenses (M&I).
 - c. The M&I rate, or fraction thereof, is payable to the traveler without itemization of expenses or receipts.
 - d. Incidentals are intended to include miscellaneous costs associated with travel such as tips for baggage handling, phone calls home, etc.
 - e. The M&I rates for out-of-state travels are the same as those for federal employees, and are available on the General Services Administration’s web site. As with lodging, there is a standard rate for the continental United States ([CONUS](#)), and a list of exceptions.
 - f. Reimbursement for meals and incidentals for the day of departure shall be three-fourths of the appropriate M&I rate (either the in-state rate or [CONUS](#) rate for out-of-state travel) at the rate prescribed for the lodging location.
 - g. Reimbursement for M&I for the day of return shall be three-fourths of the M&I rate applicable to the preceding calendar day.
 - h. The CONUS [M&I Breakdown](#) should be used to determine the single meal allowance and the three-fourths calculation, when appropriate.
 - i. Reimbursement for meals will not be permitted when overnight travel is not involved.
2. Out-of-country meals are reimbursed at the Outside CONUS ([OCONUS](#)) per diem rate. Reimbursements for actual receipts can be reimbursed if kept.
 3. When the expenses for an official banquet of a meeting or conference are in excess of the meal allowance, the excess will be allowed provided a receipt or proper explanation of the charge is submitted.

F. Miscellaneous Expenses

1. Expenses for entertainment (employee or others), laundry, tips and gratuities, etc., are personal expenses and will not be reimbursed in excess of the incidental portion of the M&I rate.
2. Telephone, Internet and Fax Expenses
 - a. Charges for long distance telephone calls, internet, and/or fax on official business will be allowed.
 - b. Charges for necessary local calls on official business will be allowed.

3. Registration fees for approved conferences, conventions, seminars, meetings, etc., will be allowed including cost of official banquets and/or luncheons, if authorized in advance by the appropriate approving authority, and provided receipts are submitted with the travel claim.
4. Fees for the handling of equipment or promotional materials will be allowed up to the maximum indicated (see Travel Addendum).

G. Claims

1. Expense reports in the travel expense management system (Chrome River), approved by the Vice President for Planning and Finance, shall be used for reimbursement of expenses.
2. The report must show movement and detail of expenses on a daily basis, be approved by the employee, and be approved by the appropriate approving authority prior to reimbursement.
3. Receipts for appropriate expenses must be attached and submitted with the expense report for reimbursement.
4. Expenses for books, supplies, postage, and other items that do not constitute actual traveling expenses should not be included in the expense report.
5. Claims for reimbursement for travel expenses should be submitted no later than thirty (30) days after completion of the travel.
6. Complete travel claims and requisitions in accordance with the [Procedures Manual for Completing Travel Claims and Requisitions](#).

H. Travel Advances

1. Normally travel expenses should be paid using a Tennessee Tech travel card, when authorized, or when incurred by an employee, with reimbursement made to the employee for actual expenses upon proper submission of a claim for travel expenses. Advances to employees for anticipated travel expenses may be made under the circumstances hereinafter described as temporary travel advances. Travel advances for Clerical and Support employees are approved by their immediate supervisor. Travel advances for exempt employees must be approved by the President or his/her designee.
2. Temporary Travel Advances

- a. When temporary travel is authorized for an employee, the employee should exhaust all efforts to obtain a travel card, when feasible. In emergency situations, or when a travel card is not practical, an employee may receive an advance, provided a request for the advance, including estimated expenses, is submitted to the appropriate approving authority with the request for written authorization for the travel, and is approved.
- b. An amount equal to 80% of the estimated out of pocket expenditures will be allowed as an advance, however, no advance less than \$100 will be made.
- c. Students traveling under individual authorizations or an employee traveling with a student or students who is responsible for disbursing all funds for the trip may be advanced 100% of the amount of the authorization.

3. Payroll Deduction Authorization

- a. Each employee receiving a permanent or temporary travel advance for the first time must sign a payroll deduction authorization form which will allow Tennessee Tech to recover the advance from any salary owed the employee in the event of termination of employment or failure to submit a travel claim.
- b. This deduction from payroll should be used as a last resort only in the event all other efforts to collect the advance have failed.

4. Expense Claim

- a. Upon return, the employee should submit an expense claim detailing his/her actual expenditures. This claim should show the total expenses incurred. The advanced amount should be subtracted from this total. The excess expenses will be reimbursed to the employee.
- b. No advance should exceed actual expenses. If this does happen, however, the excess should be returned by the employee to the business office for deposit as a credit against the original advance with proper distribution being made of the actual expenses incurred.
- c. In the latter instance, the expense account claim should be forwarded to the business office with notification to file it with the advance request.

5. Non-business Expenses

- a. You are eligible for reimbursement of travel expenses if your trip was entirely business related.

- b.** If your trip was primarily for business and, while at your business destination, you extended your stay, made a personal side trip, or had other personal activities, you can obtain reimbursement for only your business related travel expenses.
- c.** These expenses include the travel costs of getting to and from your business destination but do not include additional lodging, parking, and per diem for the days not required for the business travel.
- d.** Additional days are not considered business related unless they are necessary to provide rest or sleep required for you to properly perform your duties.

I. Athletic and Other Student Group Travel

1. Athletic Recruiting

- a.** If a staff member has a "courtesy vehicle" due to his/her association with Tennessee Tech, the maximum rate allowed will be the rate allowed under these policies, less the portion of the IRS business standard mileage rate treated as depreciation.
- b.** The following are subject to prior approval by the president or designee:
 - i.** Blanket travel authorization for scouting or recruiting; and
 - ii.** The travel of visitors and guests at institutional expense for any occasion related to recruiting.
- c.** The actual cost of guest meals may be claimed when incurred by a staff member for recruiting purposes. Such claims must be submitted in appropriate detail. Receipts are required.
- d. Student Recruits**
 - i.** Staff members are responsible for compliance with pertinent NCAA and conference rules regarding student recruits.
 - ii.** Lodging in campus facilities may be arranged if space is available. If campus space is not available, arrangements may be made for lodging in local motels/hotels, and, with the approval of the athletic director or designee, may be charged to the athletic department.
 - iii.** If available, the use of campus dining services should be arranged and costs may be charged to the athletic department. If necessary, staff

members will be reimbursed at cost for off-campus meals, with reasonable and customary gratuities allowed. Receipts must accompany claims.

- iv. Transportation may be arranged through a local travel service and charged to the athletic department with the approval of the athletic director or designee. Automobile mileage may be reimbursed to a student recruit at the maximum rate allowed under this policy and procedures for the use of a personal vehicle.
- v. Entertainment expenses may be reimbursed at cost within NCAA and conference rules.

8.4

2. Travel

- a. Institution officials and guests of the institution that accompany the team or student groups on trips must be approved in advance by the President or designee.
- b. In all cases, team and group transportation will be arranged through established institutional procedures, and travel itineraries are to be arranged in advance.
 - i. Documentation must be maintained in the athletic or other appropriate departments or offices indicating that various cost alternatives have been explored before making all arrangements and reservations.
 - ii. However, if such arrangements are made by Tennessee Tech's purchasing office, that office should maintain the appropriate documentation.
- c. A roster of all individuals on a particular trip must be included with the itinerary documentation for proper accounting and auditing purposes and filed with the travel expense report.
- d. Receipts are required for all team or group travel expenses.
- e. Actual lodging expenses will be reimbursed.
 - i. Documentation must be maintained in the athletic department or other appropriate department or office indicating that various cost alternatives have been explored before making all arrangements and reservations.
 - ii. However, if such arrangements are made by the institution's purchasing office, that office should maintain the appropriate documentation.

- f. Miscellaneous expenses, such as movies while on trips, must be supported by receipts.
 - g. Telephone calls by staff members for business purposes may be claimed with documentation
 - h. Individual meals associated with team or group travel will follow this policy.
 - i. All team or group meals and snacks will be reimbursed at actual cost.
 - i. Gratuities not to exceed reasonable and customary rates are allowed.
 - ii. Appropriate documentation and receipts are required.
 - j. All travel claims and requisitions for team or group travel must be approved in writing by the appropriate approving authority.
3. Faculty who lead student group travel (abroad or domestic) must follow all requirements found in TTU Policy 215 (Faculty-led Domestic Trips) and TTU Policy 290 (Faculty-Led Study Abroad Short-Term Programs)

J. Exceptions

- 1. The President shall have the authority to grant exceptions to any part or all of the provisions of this policy when deemed appropriate and necessary; however, any exception directly affecting the President must be approved by the Chair of the Board of Trustees. Two areas of standing exceptions to the travel policy are provided. The first exception applies only to the President and Tennessee Tech employees traveling in the company of the President. The second exception applies to members of the Tennessee Tech Board of Trustees.
- 2. The first exception related to the President corresponds with Exception Number Three of the State's Comprehensive Travel Regulations. Special rates for this exception are found in the [Travel Addendum](#) titled Special Rates Under Exception One. All provisions of Sections A through H of this policy shall be applicable unless superseded by the following.
 - a. Transportation: First class travel on common carrier shall be allowable at the option of the above designated persons when accompanying others not employed by Tennessee Tech who are traveling in first class accommodations.

- b.** Charges for automobile rental shall be allowed whenever it is more economical than alternative methods of transportation or whenever it is the only practical means of transportation.
- 3.** The second exception - members of the Board of Trustees shall be reimbursed for travel in the performance of their official duties in accordance with applicable provisions of the general policy unless superseded by the following, which corresponds with Exception Number Four of the State’s Comprehensive Travel Regulations, provided that necessary approvals shall be made by the President. Members of the Board of Trustees shall be reimbursed by Tennessee Tech for all allowable travel expenses upon submission of a Travel Expense Claim Form and appropriate receipts. Special rates for this exception are found in the following addendum under the title Special Rates Under Exception Two.

8.4

V. Interpretation

The Vice President for Planning and Finance or his/her designee has the final authority to interpret the terms of this policy.

VI. Citation of Authority for Policy

T.C.A. § 49-8-203(a)(1)(C); Tennessee Department of Finance and Administration: Policy 8 – Comprehensive Travel Regulations

Approved by:

- Administrative Council: February 22, 2017; April 6, 2022
- University Assembly: April 4, 2017; April 20, 2022
- Board of Trustees: June 15, 2017;



Agenda Item Summary

8.5

Date: June 23, 2022

Agenda Item: Tenure Recommendations

Review

Action

No action required

PRESENTERS: Provost Bruce

PURPOSE & KEY POINTS: Recommendations and supporting documentation for granting tenure to eligible faculty members.

Tennessee Tech University

Board of Trustees



FACULTY TENURE CERTIFICATION STATEMENT

8.5

Ten faculty members are hereby recommended for tenure beginning August 2022.

If these recommendations are approved, the percentage of tenured faculty members at Tennessee Tech University in Fall 2022 will be 54%, which includes new tenure-track positions anticipated for 2022-2023. In Fall 2021, the percentage of tenured faculty members at Tennessee Tech University was 59%.

DATE: June 9, 2022

Tennessee Tech University
Board of Trustees



FACULTY TENURE RECOMMENDATIONS FOR 2022 – 2023

Recommended personnel are listed alphabetically by last name.

	Name	Department/School	College	Current Rank
1	Adduci, Michael	Music	Fine Arts	Assistant Professor*
2	Blair, Jeremy	Art, Craft, & Design	Fine Arts	Assistant Professor*
3	Chen, Pingen	Mechanical Engineering	Engineering	Assistant Professor*
4	Hagarty, Scott	Music	Fine Arts	Assistant Professor*
5	Henniger, Nicole	Counseling & Psychology	Education	Assistant Professor*
6	Hermann-Turner, Katherine	Counseling & Psychology	Education	Associate Professor
7	Olsen, Michael	Foreign Languages	Arts & Sciences	Assistant Professor*
8	Ramler, Mari	English	Arts & Sciences	Assistant Professor*
9	Taylor, Jennifer	Counseling & Psychology	Education	Professor
10	Wilson, Jessica	Art, Craft, & Design	Fine Arts	Assistant Professor*

** Individuals also being promoted and included in total number of faculty promotions.*



Agenda Item Summary

Date: June 23, 2022

Agenda Item: Approval of President's New Contract

Review

Action

No action required

PRESENTERS: Chair Harper

PURPOSE & KEY POINTS: The Executive Committee recommends to the Board for approval the contract of the President.

9.1

**EMPLOYMENT AGREEMENT BETWEEN
TENNESSEE TECHNOLOGICAL UNIVERSITY
AND PHILIP B. OLDHAM**

This EMPLOYMENT AGREEMENT is entered into by and between TENNESSEE TECHNOLOGICAL UNIVERSITY, a public educational institution of the State of Tennessee ("University"), by and through its Board of Trustees ("Board"), and Philip B. Oldham ("President").

**Article I
Employment as President**

The University hereby employs Philip B. Oldham as President of the University effective on the date this Agreement is fully executed. Philip B. Oldham hereby accepts the employment, upon the terms and conditions, during the period, and for the compensation and other benefits fixed, described, or referred to in this Agreement.

**Article II
Duties as President**

- A. President shall report directly to the Board and the duties and responsibilities as President shall be those stated in the Board's bylaws and policies as they now exist or as amended from time to time, which are incorporated herein by reference as if fully set out, and such other duties as may be assigned from time to time by the Board, Executive Committee, or required by federal or state laws, Board and University rules, policies, and procedures, or custom and practice for university presidents generally.
- B. President shall devote his full time and attention and his best efforts to the performance of his duties as President and shall not hold any position of employment outside the University or engage in any outside activity that may interfere with or prevent, in any way or at any time, his performance of his duties as President. With the prior written approval of

the Chair of the Board, and subject to compliance with the laws and policies described in Article IX of this Agreement, President from time to time may hold outside directorships or engage in consulting activities with respect to which he shall be entitled to retain any compensation or fees. President shall report annual leave for any time spent on outside directorships or consulting activities.

- C. President agrees that his service as President is without tenure and at the will and pleasure of the Board and that, in accordance with the provisions of Article X.B. of this Agreement, the Board, in its sole discretion and at any time, without terminating this Agreement, may reassign President for the remainder of the term of this Agreement from the position of President to other full-time duties within the University, including but not limited to full-time duties as Professor of Chemistry. President agrees that upon reassignment to other duties, his compensation for the remainder of the term of this Agreement shall be limited to that described in Article X.B. of this Agreement.

Article III Faculty Appointment

- A. Concurrently with his appointment as President, President will hold a tenured faculty appointment as Professor of Chemistry in the College of Arts and Sciences.
- B. President shall have no regular duties as Professor of Chemistry and he shall receive no additional compensation for this faculty appointment. From time to time, with the prior written approval of the Chair of the Board, President may teach a course as long as doing so will not interfere with performance of his duties as president.
- C. If the Board allows this Agreement to expire without renewing it, if the Board terminates President's employment as President for any reason other than those described in items (2) through (10) of Article X.D. of this Agreement, or if President voluntarily resigns as President, he shall be permitted to continue as a tenured Professor of Chemistry at a salary

based on a 9-month or 12-month appointment, as appropriate for the department, and based on no less than the average of the salaries of the top ten highest paid faculty members at the University on the date of the expiration or termination of this Agreement or the effective date of the President's resignation. All other compensation, allowances, privileges, benefits and perquisites related to the position of President shall end no later than thirty (30) days after he ceases to serve as President.

Article IV Performance Reviews

President's job performance shall be reviewed annually in accordance with the Board-approved Procedures for President's Performance Reviews and Comprehensive Reviews, as it now exists and as it may be amended in the future.

Article V Compensation

- A. President's initial annual salary as President shall be \$ 375,000 ("base salary"), payable in twelve equal monthly installments and subject to all requirements of state and federal law with respect to withholding or other deductions. When funds are available for a general salary increase for University employees, the Board, on the recommendation of the Executive Committee, may act to increase the base salary during the term of this Agreement based on meritorious performance by President or in accordance with any across-the-board salary increase authorized by the State of Tennessee for University employees.
- B. The base salary shall not be automatically adjusted in accordance with any across-the-board salary increase authorized by the State of Tennessee for University employees.
- C. During the term of this Agreement, the President shall receive a retention payment on June 30th of each year for so long as he is serving in the capacity of President of the University

on June 1st of that calendar year, and is not suspended or otherwise on involuntary leave on that date. If applicable, retention payments shall be paid as follows:

- June 30, 2022 – \$25,000
- June 30, 2023 – \$50,000
- June 30, 2024 – \$75,000
- June 30, 2025 – \$75,000
- June 30, 2026 – \$100,000
- June 30, 2027 – \$100,000
- June 30, 2028 and annually on June 30 thereafter – \$100,000.

D. President may earn additional compensation based on the achievement of the goals and objectives set forth in Addendum A of this Agreement. These goals and objectives are aligned with the University's Strategic Plan and provide metrics related to enrollment, student success, research, university advancement, and campus climate. Notwithstanding the foregoing, such earnings are "at risk" and shall not be payable to President upon his failure to meet the enumerated goals and objectives. The values of the metrics set forth in Addendum A shall be annually reviewed and attested to by offices identified in Addendum A no later than October 1 of the subject year, and the Chief Financial Officer of the University ("CFO") shall promptly provide an attestation of same. The CFO will ensure that monies owed pursuant to the metrics shown in Addendum A will be paid no later than November 1 of the subject year.

Article VI Fringe Benefits

President shall be eligible for University fringe benefits to the same extent as other full-time, exempt employees of the University.

Article VII Entertainment and Travel Expenses

A. The University shall reimburse President for entertainment and travel expenses in

accordance with University fiscal policies governing entertainment and travel, as they now exist and as they may be amended in the future. Exceptions to these fiscal policies for President, his spouse, family, or the President's office must be approved by the Chair of the Audit & Business Committee in writing and in advance of any reimbursement. The Chair shall report approved exceptions to the Board at its next regular meeting.

- B. President is authorized to incur travel, hospitality, and other reasonable expenses as necessary in the performance of President's duties, all of which will be reimbursed in accordance with prevailing laws and regulations, and applicable policies and procedures established by the University and the State of Tennessee. The University will provide President with a monthly automobile stipend of \$800 (\$9,600 annually).
- C. If the University pays related travel expenses for a speaking engagement or other professional activity of President, he must remit any honorarium he might receive to the University for credit against the account charged for the travel expenses. President may retain an honorarium only if the University does not pay related travel expenses.

Article VIII Housing

The University shall provide President and his family with a residence ("Walton House") and President is required to live in Walton House. The University shall maintain Walton House as described in TTU Policy 563.1 (Expenditures on Tennessee Tech-Owned Residences- Walton House) as it now exists and as it may be amended in the future. President may use Walton House as described in TTU Policy 563.1 and is obligated to host official entertainment and other official functions at Walton House, which frequently occur outside normal business hours. Upon President's resignation, reassignment, termination under Article X, or expiration of this Agreement and unless otherwise directed by the Executive Committee, President shall vacate Walton House no later than 30 days after the effective date of his resignation,

reassignment, or termination.

Article IX
University Policies and Procedures
Conflict of Interest Policy and Disclosure Statements

President shall comply with all University rules, policies and procedures applicable to exempt employees, now in effect or hereafter adopted or amended, including, but not limited to, TTU Policy 132 (Conflict of Interest). President is not authorized to make an exception to any University policy or procedure for himself, his spouse, family, or the President's office.

President shall timely file a disclosure statement with the Tennessee Ethics Commission as required by Tennessee Code Annotated §§ 8-50-501 *et seq.*

Article X
Term and Termination

- A. The initial term of this Agreement will commence on the date the Agreement is fully executed and will expire on June 30, 2028, unless terminated sooner as provided in this Agreement. Notwithstanding the foregoing, if the Agreement is not terminated prior to June 30, 2028, the Agreement shall automatically renew for consecutive one (1) year terms until terminated by either party. President agrees that the Board may allow this Agreement to expire, upon notice to him prior to the expiration of the then-current term, and elect not to renew his appointment as President without complying with any University personnel policy or procedure applicable to exempt employees.
- B. Acknowledging that his service as President is without tenure and solely at the will and pleasure of the Board, President agrees that in its sole discretion and at any time, the Board, without terminating this Agreement, may reassign President for the remaining term of this Agreement from the position of President to other full-time duties within the University, including but not limited to full-time duties as Professor of Chemistry. The Board shall not be required to demonstrate cause to reassign President to other duties;

nor shall the Board be required to comply with any University personnel policy or procedure applicable to exempt employees. President agrees that upon reassignment to other duties, his base salary shall continue unchanged until expiration of this Agreement, and he shall continue to be eligible for University fringe benefits to the same extent as other full-time exempt employees of the University. However, all other compensation, privileges, benefits, and perquisites related to the position of President shall cease immediately upon reassignment to other duties.

- C. In its sole discretion and at any time during the term of this Agreement, the Board may elect to terminate this Agreement without cause upon written notice to President. The Board shall not be required to comply with any University personnel policy or procedure related to employee discipline or any other University policy or procedure applicable to exempt employees.
1. If the Board terminates this Agreement without cause under this Article X.C. and President elects to resign his tenured faculty appointment and terminate his employment with the University in its entirety, the University shall pay the President an amount equal to President's final base salary as President times the number of years (including the pro-rata portion of a year) remaining in the term of the Agreement. Such payment shall be made in a lump sum, subject to all requirements of state and federal law with respect to withholding and other deductions, with the payment due on the University's next regular payday that follows the date of termination.
 2. If the Board terminates this Agreement without cause under this Article X.C. and President elects to continue employment with the University in his tenured faculty appointment as permitted by Article III of this Agreement, the following provisions shall apply:
 - a. President's initial salary shall be 50% of his final base salary as President and shall

continue at that rate times the number of years (including the pro rata portion of a year) remaining in the term of the Agreement.

- b. The University shall pay President in an amount equal to 25% of President's final base salary ("25% payment") times the number of years (including the pro-rata portion of a year) remaining in the term of the Agreement. Provided the President fulfills all the requirements of this subsection, the University's 25% payment shall be made as a lump sum, subject to all requirements of state and federal law with respect to withholding and other deductions, with the payment due on the University's next regular payday that follows the expiration of sixty (60) days from the date of termination. The obligation of the University to pay the 25% payment shall be conditioned on President signing, timely returning to the University, and not revoking a release of claims in the form provided by the University by the deadline specified therein, which in all events shall be no later than the sixtieth (60th) day from the date of termination.

At the expiration of the term of the Agreement, President's salary will be determined based on a 9-month or 12-month appointment, as appropriate for the department, and based on no less than the average of the salaries of the top ten highest paid faculty members at the University on the date of the expiration of this Agreement.

3. In no event shall the University's liability include payment of benefits or perquisites solely related to the position of President.
- D. The Board, on the recommendation of the Executive Committee, may terminate this Agreement at any time for cause. "Cause" shall include any one or more of the following as determined in the sole discretion of the Board: (1) failure to cure, after reasonable notice and opportunity to cure, deficiencies identified by the Board in a performance review or

other writing; (2) indictment, admission of guilt, plea of *nolo contendere*, or conviction of a felony or a non-felony (except minor traffic citations); (3) theft or misappropriation of state or University funds, property, services, or other resources, which includes, but is not limited to, misappropriation of state or University resources for personal purposes; (4) conduct that is unbecoming to the office of President or otherwise reflects adversely on the University; (5) refusal to comply with a lawful directive of the Board or its designee(s); (6) intentional violation of University policies or procedures now in effect and hereafter adopted or amended; (7) dishonesty or other violation of professional ethics or responsibility; (8) acts constituting a conflict of interest under applicable University policies or state law; (9) any material breach of this Agreement; or (10) any act of gross misconduct, as defined by University policy now in effect or hereafter adopted by the University. The grounds for termination contained in this section are separate and independent grounds for termination, and one ground for termination shall not be interpreted in any manner to modify, explain, or restrict any other ground for termination.

- E. Prior to terminating this Agreement for cause under Article X.D. of this Agreement, President shall be given written notice of the cause for termination and an explanation of the evidence supporting termination. President shall also be given an opportunity to respond to the proposed termination in a meeting of the Executive Committee to be held not less than seven (7) nor more than fourteen (14) calendar days after the date of receipt of the written notice. At the meeting, President may be represented by counsel of his choice but not by counsel for the University.
- F. President agrees that the Board may terminate this Agreement for cause under Article X.D. of this Agreement without complying with any University personnel policy or procedure related to employee discipline or any other policy or procedure applicable to exempt employees.

- G. If the Board terminates this Agreement for a cause described in items (2) through (10) of Article X.D. of this Agreement, President agrees that the termination shall constitute a simultaneous resignation of his tenured faculty appointment, waiving any and all rights to hearings, appeals, or other procedures otherwise available by virtue of holding a faculty appointment.
- H. The Board may suspend President with pay pending an investigation or decision relating to termination for cause under Article X.D. (1) of this Agreement, or without pay pending an investigation or decision relating to termination for cause under Articles X.D. (2) through (10) of this Agreement. If the Board determines that the allegations against the President are unfounded or otherwise not a sufficient basis for termination for cause under Article X.D (2) through (10) of the Agreement, the President will be paid for the period during which he was in an unpaid status.
- I. For any one or more acts, omissions, or events that could be grounds for termination for cause under Article X.D. of this Agreement, the Board may take other disciplinary or corrective action against President short of terminating this Agreement. Other disciplinary or corrective action may include, but is not limited to, one or more of the following: (a) written reprimand, (b) suspension with pay, or (c) for a cause described in items (2) through (10) of Article X.D. of this Agreement, suspension without pay. No such disciplinary or corrective action shall be construed to conflict with or limit the Board's right to terminate this Agreement during or subsequent to such disciplinary or corrective action.
- J. Upon the Board's termination of this Agreement for cause pursuant to Article X.D. of this Agreement, President shall not be entitled to further salary, housing, fringe benefits, privileges, perquisites, or any other form of compensation as President except as expressly provided in this Agreement. If the Board permits the President to continue employment in his tenured appointment, his compensation shall be set at a salary based on a 9-month or

12- month appointment, as appropriate for the department, and based on no less than the average of the salaries of the top ten highest paid faculty members at the University on the date of the termination of this Agreement.

- K. This Agreement shall terminate automatically upon the death of President, and all salary, fringe benefits, privileges, perquisites, and any other form of compensation shall terminate as of the calendar month in which death occurs, except that President's personal representatives or other designated beneficiary shall be paid any death benefits due President under University policy now in effect or hereafter adopted by the University. The automatic termination of this Agreement pursuant to this Article X.K. shall not give rise to any obligation on the part of the University to pay liquidated damages to President under any provision of this Agreement. Upon President's death and unless otherwise directed by the Chair of the Board, President's family shall vacate Walton House no later than 60 days after the death of the President.
- L. This Agreement shall terminate automatically on the date President is disabled as defined herein unless such termination is waived by action of the Executive Committee. "Disabled" shall mean: (1) in the opinion of a qualified physician retained by the University and consistent with applicable law, President has a physical or mental impairment that prevents him from performing one or more essential functions of President, and will prevent him from doing so for one hundred twenty (120) consecutive calendar days or longer. Upon termination of this Agreement pursuant to this Article X.L., all salary, fringe benefits, privileges, perquisites, and any other form of compensation from the University shall terminate except as expressly provided in this Agreement and to the extent any leave benefits (e.g., sick leave benefits) that have been earned at the time of termination and are otherwise available for use to all exempt employees of the University. If this Agreement terminates pursuant to this Article X.L., President shall be permitted to return to his tenured

faculty appointment pursuant to Article III.C. of this Agreement, provided the President can perform the essential functions of the position with or without a reasonable accommodation, as determined by the University. If the President can perform the essential functions of his tenured faculty appointment as described in the previous sentence, President's compensation shall be set at a salary based on a 9-month or 12-month appointment, as appropriate for the department, and based on no less than the average of the salaries of the top ten highest paid faculty members at the University on the date of the termination of this Agreement. Determinations concerning his continued employment with the University shall be made in accordance with University policies, procedures, and practices applicable to tenured faculty. The automatic termination of this Agreement pursuant to this Article X.L. shall not give rise to any obligation on the part of the University to pay liquidated damages to President under any provision of this Agreement.

- M. The Board and President may reach a mutual agreement for termination of this Agreement at any time prior to expiration of this Agreement, provided such agreement is evidenced by a writing signed by both parties.
- N. This Agreement shall terminate on the effective date of President's resignation of or retirement from his employment as President. President shall provide the Chair of the Board a minimum of 60 days' prior written notice of resignation of his employment as President. President shall provide the Chair of the Board a minimum of 180 days' prior written notice of his retirement from his employment as President. In its sole discretion, the Board may elect to waive these notice requirements and accept President's resignation or retirement effective as of any date certain. In its sole discretion, the Board may elect to place President on administrative leave with pay for all or any portion of time from the date of notice until the effective date of his resignation or retirement.
- O. In accordance with requirements of state law, and notwithstanding anything in this

Agreement to the contrary, this Agreement is subject to the appropriation and availability of funds. If funds are not appropriated or are otherwise unavailable, the University reserves the right to terminate this Agreement as of June 30 of any year upon written notice to President; provided, however, that President's right under Article II.1.C. of this Agreement to continue as a tenured Professor of Chemistry shall survive the termination of this Agreement under Article X.O. President agrees that termination of this Agreement under this Article X.O. shall not be deemed a breach of this Agreement by the University and that upon such termination, he shall have no right to recover from the University any actual, general, special, incidental, consequential, or any other damages whatsoever of any description or amount.

Article XI Miscellaneous

- A. This Agreement contains the complete agreement between the parties concerning President's appointment as President. Neither party has made any representation with respect to the subject matter of this Agreement not specifically included in this Agreement, nor has either party relied on any such representation in entering into this Agreement.
- B. This Agreement may only be modified by a writing signed by both parties.
- C. The invalidity of any portion of this Agreement shall not be deemed to affect the validity of any other provision. In the event any provision of this Agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect as if they had been executed by both parties subsequent to the expungement of the invalid provision.
- D. This Agreement shall be interpreted in accordance with Tennessee law without reference to its choice of law principles.
- E. A party's failure to respond to a breach by the other party shall not operate as a waiver of rights under this Agreement or otherwise. Any delay or omission by a party in its exercise

of any right or power accruing upon any breach shall not impair or constitute a waiver of such right or power by that party, and any such right or power may be exercised from time to time and as often as may be deemed expedient. The waiver of any breach of any of the terms and conditions of this Agreement shall not be construed as subsequently waiving any such terms and conditions, but the same shall continue and remain in full force and effect as if no forbearance or waiver had occurred.

- F. The titles to the articles of this Agreement are solely for the convenience of the parties and shall not be used to explain, modify, simplify, or aid in the interpretation of the provisions of this Agreement.
- G. This Agreement may be executed in multiple counterparts, each of which shall be regarded for all purposes as an original constituting but one and the same instrument.
- H. All documents, files, records, papers, reports, materials, correspondence, and copies thereof (in any format, including electronically stored information), received or prepared by President in the course of performing, or as an incident to, President's duties and responsibilities under this Agreement are and shall remain the sole property of the University. Within three (3) days of the expiration or termination of this Agreement, President shall return all University property in his possession. The foregoing provisions shall not apply to President's personal notes, personal memorabilia, diaries, and similar personal property of President that he is entitled to retain.
- I. Upon termination of this Agreement, University may deduct any amounts President owes to the University from President's salary payments or from any other payouts.
- J. President may not assign, pledge, or encumber his rights, interests, or obligations under this Agreement.
- K. Each party hereto shall be viewed as an equal participant to the drafting of this Agreement, and each party agrees that there shall be no presumption against the drafting

party.

- L. The parties entered into an employment agreement on March 26, 2018 (the “2018 Agreement”). The 2018 Agreement is hereby terminated, along with any and all prior employment agreements between the parties, and is hereby substituted with this Agreement.

The parties have executed this Agreement on the dates appearing below.

9.1

TENNESSEE TECHNOLOGICAL UNIVERSITY

PHILIP B. OLDHAM

Trudy Harper
Chair, Board of Trustees

Philip B. Oldham

Date

Date

Approved as to form and legality:

Troy James Perdue
University Counsel
Tennessee Technological University

Date

Approved as to compliance with fiscal and human resources policies:

Dr. Claire Stinson
Vice President for Planning & Finance
Tennessee Technological University

Date

ADDENDUM A
Goals and Objectives

9.1

EMPLOYMENT AGREEMENT BETWEEN TENNESSEE TECHNOLOGICAL UNIVERSITY AND PHILIP B. OLDHAM
DRAFT -- ADDENDUM A

Category	Objectives	Annual Target Values						Actual Value for FY n	Achieved the Target for Year n? (Yes or No)	Weights	Annual Payments	
		Target for FY 2022-23 (Year 1)	Target for FY 2023-24 (Year 2)	Target for FY 2024-25 (Year 3)	Target for FY 2025-26 (Year 4)	Target for FY 2026-27 (Year 5)	Target for FY 2027-28 (Year 6)				Possible	Actual
Enrollment	Undergraduate student enrollment (See Note A)	8,704	9,014	9,324	9,634	9,944	10,244			18%	\$ 13,500	
	Graduate student enrollment (See Note B)	1,496	1,546	1,596	1,646	1,696	1,746			7%	\$ 5,250	
										25%	\$ 18,750	
Student Success	Freshman-sophomore retention rate (See Note C)	77%	78%	79%	80%	81%	82%			10%	\$ 7,500	
	4-year graduation rate (See Note D)	38%	40%	42%	44%	46%	48%			5%	\$ 3,750	
	6-year graduation rate (See Note E)	60%	60%	60%	60%	60%	60%			10%	\$ 7,500	
										25%	\$ 18,750	
University Development	Total value of new donations and pledges received (See Note F)	\$15 million	\$15 million	\$15 million	\$15 million	\$15 million	\$15 million			13%	\$ 9,750	
	Number of donors (See Note G)	3,755	3,830	3,906	3,984	4,064	4,145			7%	\$ 5,250	
										20%	\$ 15,000	
Research	Total research expenditures (See Note H)	\$15 million	\$16 million	\$17 million	\$18 million	\$19 million	\$20 million			10%	\$ 7,500	
	Number of faculty active in research (See Note I)	105	109	113	117	121	125			5%	\$ 3,750	
	Number of research proposals submitted (See Note J)	225	235	245	255	265	275			5%	\$ 3,750	
										20%	\$ 15,000	
Institutional Improvement and Campus Climate	Number of new capital or refurbishment projects (See Note K)	>=1	>=1	>=1	>=1	>=1	>=1			5%	\$ 3,750	
	Improvement in campus climate (See Note L)	Yes	Yes	Yes	Yes	Yes	Yes			5%	\$ 3,750	
										10%	\$ 7,500	

100% \$ 75,000

- Note A: Undergraduate student headcount enrolled in the fall semester of the current academic year. To be determined by the Institutional Research Office and ratified by the CFO no later than October 1 of the current academic year.
- Note B: Graduate student headcount enrolled in the fall semester of the current academic year. To be determined by the Institutional Research Office and ratified by the CFO no later than October 1 of the current academic year.
- Note C: Freshman-sophomore retention rate for fall semester of the current academic year. To be determined by the Institutional Research Office and ratified by the CFO no later than October 1 of the current academic year.
- Note D: 4-year graduation rate as of spring semester graduation for prior academic year. To be determined by the Institutional Research Office and ratified by the CFO no later than October 1 of the current academic year.
- Note E: 6-year graduation rate as of spring semester graduation for the prior academic year. To be determined by the Institutional Research Office and ratified by the CFO no later than October 1 of the current academic year.
- Note F: Total value of new donations and pledges received in the prior fiscal year. To be determined by the Office of University Advancement and ratified by the CFO no later than October 1 of the current fiscal year.
- Note G: Total number of unique donors giving or pledging money or assets to the University or the TTU Foundation during the prior fiscal year. To be determined by the Office of University Advancement and ratified by the CFO no later than October 1 of current fiscal year.
- Note H: Total research and public service expenditures as reported to THEC annually for the prior fiscal year. To be determined by the University's annual report filed with the Tennessee Higher Education Commission (THEC) by the Grant Accounting Office and ratified by the CFO no later than October 1 of the current fiscal year.
- Note I: Full-time faculty actively engaged in research at any time during the prior fiscal year. To be determined by the Office of Research and ratified by the CFO no later than October 1 of the current fiscal year.
- Note J: Number of unique research proposals submitted by full-time faculty during the prior fiscal year. To be determined by the Office of Research and ratified by the CFO no later than October 1 of the current fiscal year.
- Note K: New capital project with a value of at least \$40 million OR a new refurbishment project with a value of at least \$8 million, and either must have been approved by the Tennessee Building Commission as an active project in the prior fiscal year. To be determined and ratified by the CFO no later than October 1 of the current fiscal year.
- Note L: The Executive Committee Representative (ECR) (as determined by the Board of Trustees' *Procedures for President's Performance Review and Comprehensive Reviews*) will determine whether or not this metric has been achieved for the prior fiscal year after review of all available information, including any feedback from Board Trustees during the Presidential performance reviews or comprehensive reviews, campus climate survey(s), as well as any other available information, surveys, or reports reflecting student, staff, and faculty satisfaction applicable to the prior fiscal year. The ECR will report their decision to the CFO no later than October 1 of the current fiscal year.

9.1



Agenda Item Summary

Date: June 23, 2022

Agenda Item: FY2021-22 Estimated & FY2022-23 Proposed Budget

Review

Action

No action required

10.1

PRESENTERS: Dr. Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS: Review recommendation and approval of Tennessee Tech's FY2021-22 Estimated and FY2022-23 Proposed Budgets.

Estimated Budget is the final budget for fiscal year 2021-22. This budget is an estimate of how resources will be collected and expended for the year and will closely compare to our financial statements prepared at end-of-year. The Proposed Budget for fiscal year 2022-23 is our operating plan to begin the new fiscal year. The Proposed Budget is revised in October of each year (Revised Budget) to reflect fall semester enrollments and other changes that may have occurred. The Revised Budget is approved by the Board of Trustees at their December meeting.

Both the Estimated Budget and the Proposed Budget include budget line items for Educational & General (E&G) revenues and expenses for the University's major operations, and Auxiliary Enterprise revenues and expenses. These budgets also include mandatory transfers which are resources set aside to service debt for the fiscal year. Non-mandatory transfers included in the budget are resources transferred to reserves and plant funds at the University's discretion.

E&G Revenues - Current Estimate FY2021-22 and Proposed Budget FY2022-23

	Current Estimate FY2021-22		Proposed Budget FY2022-23		% Change Over Current Estimate
Tuition and Fees	\$	100,995,900	\$	100,785,900	-0.21%
State Appropriations	\$	64,128,100	\$	78,863,600	22.98%
Contracts and IDC	\$	1,829,300	\$	1,409,300	-22.96%
Sales and Services	\$	884,600	\$	933,700	5.55%
Other Activities	\$	5,636,300	\$	5,152,700	-8.58%
Athletics (incl. student fee)	\$	5,391,700	\$	5,302,700	-1.65%
Total Revenues	\$	178,865,900	\$	192,447,900	7.59%

E&G Expenses by Budget Category - Current Estimate FY2021-22 and Proposed Budget FY2022-23

	Current Estimate FY2021-22		Proposed Budget FY2022-23		% Change Over Current Estimate
Instruction	\$	86,171,200	\$	86,981,400	0.94%
Research	\$	5,518,400	\$	2,750,800	-50.15%
Public Service	\$	2,568,400	\$	2,056,600	-19.93%
Academic Support	\$	16,243,900	\$	14,308,000	-11.92%
Student Services	\$	23,490,400	\$	22,823,600	-2.84%
Institutional Support	\$	20,766,900	\$	19,915,000	-4.10%
Oper. & Maint. of Plant	\$	16,511,400	\$	16,319,900	-1.16%
Scholarships & Fellowships	\$	16,514,600	\$	17,536,300	6.19%
Total Expenses	\$	187,785,200	\$	182,691,600	-2.71%

E&G Expenses by Natural Classification - Current Estimate FY2021-22 and Proposed Budget FY2022-23

	Current Estimate FY2021-22		Proposed Budget FY2022-23		% Change Over Current Estimate
Salaries and Wages	\$	82,075,661	\$	85,226,469	3.84%
Fringe Benefits	\$	36,128,286	\$	37,031,368	2.50%
Travel	\$	2,154,059	\$	1,584,615	-26.44%
Operating & Utilities	\$	49,119,709	\$	40,394,442	-17.76%
Scholarships & Fellowships	\$	17,080,640	\$	18,093,623	5.93%
Capital	\$	1,226,926	\$	361,094	-70.57%
Total Expenses	\$	187,785,281	\$	182,691,611	-2.71%

E&G Unrestricted Budget Summary - Current Estimate FY2021-22 and Proposed Budget FY2022-23

	Current Estimate FY2021-22		Proposed Budget FY2022-23		% Change Over Current Estimate
Beginning Fund Balance	\$	29,712,346	\$	8,953,946	-69.86%
E&G Revenues	\$	178,865,900	\$	192,447,900	7.59%
E&G Expenses	\$	187,785,200	\$	182,691,600	-2.71%
Mandatory Transfers	\$	3,668,700	\$	3,668,700	0.00%
Non-mandatory Transfers	\$	8,170,400	\$	5,715,300	-30.05%
Ending Fund Balance	\$	8,953,946	\$	9,326,246	4.16%

Auxiliary Budget Summary - Current Estimate FY2021-22 and Proposed Budget FY2022-23

	Current Estimate FY2021-22		Proposed Budget FY2022-23		% Change Over Current Estimate
Beginning Fund Balance	\$	982,054	\$	982,154	0.01%
Aux Revenues	\$	18,595,100	\$	18,577,600	-0.09%
Aux Expenses	\$	8,344,400	\$	8,719,100	4.49%
Mandatory Transfers	\$	6,841,000	\$	6,557,400	-4.15%
Non-mandatory Transfers	\$	3,409,600	\$	3,354,200	-1.62%
Ending Fund Balance	\$	982,154	\$	929,054	-5.41%

TOTAL Budget Summary - Current Estimate FY2021-22 and Proposed Budget FY2022-23

	Current Estimate FY2021-22		Proposed Budget FY2022-23		% Change Over Current Estimate
Beginning Fund Balance	\$	30,694,400	\$	9,936,100	-67.63%
Total Revenues	\$	197,461,000	\$	211,025,500	6.87%
Total Expenses	\$	196,129,600	\$	191,410,700	-2.41%
Mandatory Transfers	\$	10,509,700	\$	10,226,100	-2.70%
Non-mandatory Transfers	\$	11,580,000	\$	9,069,500	-21.68%
Ending Fund Balance	\$	9,936,100	\$	10,255,300	3.21%

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Breakdown of E&G Fund Balance - Current Estimate FY2021-22 and Proposed Budget FY2022-23

Current Estimate FY2021-22				
	<u>Beginning Fund Balance</u>		<u>Ending Fund Balance</u>	
Allocation for Encumbrances	\$	1,497,200	\$	-
Allocation for Working Capital	\$	4,390,500	\$	4,390,500
Special Allocations*	\$	23,850,958	\$	4,563,446
Unallocated Balance	\$	81,800	\$	-
Total E&G Fund Balance	\$	29,820,458	\$	8,953,946
*2% to 5% Reserve	\$	20,245,332	\$	4,563,446
*Student Activity Fee	\$	-	\$	-
*Technology Access Fee	\$	1,723,100	\$	-
*Specialized Academic Course Fee	\$	1,882,526	\$	-
Total Special Allocations	\$	23,850,958	\$	4,563,446
*Aux Contingency	\$	873,942	\$	982,154
Proposed Budget FY2022-23				
	<u>Beginning Fund Balance</u>		<u>Ending Fund Balance</u>	
Allocation for Encumbrances	\$	-	\$	-
Allocation for Working Capital	\$	4,390,500	\$	4,390,500
Special Allocations*	\$	4,563,430	\$	4,935,922
Unallocated Balance	\$	-	\$	-
Total E&G Fund Balance	\$	8,953,930	\$	9,326,422
*2% to 5% Reserve	\$	4,563,430	\$	4,935,922
*Student Activity Fee	\$	-	\$	-
*Technology Access Fee	\$	-	\$	-
*Specialized Academic Course Fee	\$	-	\$	-
Total Special Allocations	\$	4,563,430	\$	4,935,922
*Aux Contingency	\$	982,154	\$	928,878

E&G Transfers - Current Estimate FY2021-22 and Proposed Budget FY2022-23

	Current Estimate FY2021-22	Proposed Budget FY2022-23
	<u>Debt Service and Unexpended Plant</u>	
Debt Service Perf Contract	\$ 612,074	\$ 612,074
Debt Service Fitness Center	\$ 1,889,480	\$ 1,868,480
Debt Service Univ Center	\$ 89,460	\$ 89,460
Debt Service Eblen Center	\$ 196,810	\$ 196,810
Debt Service Parking & Transportation	\$ 860,935	\$ 860,935
Debt Lab Science Building	\$ 646,673	\$ 646,673
Facilities Development (fee)	\$ 261,865	\$ 253,615
Landscaping	\$ 380,000	\$ 325,000
Parking & Transportation	\$ 224,033	\$ 311,315
Extraordinary Maintenance	\$ 805,000	\$ 650,000
Various Academic Buildings	\$ 345,890	\$ 345,890
FNDH Engr Lab Upgrade	\$ 490,000	\$ -
Small Projects	\$ 1,092,766	
Total Debt Service & Unexp Plant	\$ 7,894,986	\$ 6,160,252
	<u>Renewal and Replacement</u>	
IT Computer Equipment	\$ 577,110	\$ 577,110
Electronic Upgrades	\$ 350,000	\$ 350,000
Equipment - Departments	\$ 460,588	\$ 521,180
Reserves	\$ 2,556,338	\$ 1,775,368
Total R&R	\$ 3,944,036	\$ 3,223,658
GRAND TOTAL All Transfers	\$ 11,839,022	\$ 9,383,910
	\$ -	

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Reserves - Proposed Budget FY2022-23 - Beginning July 1

	Unexpended Plant (Commitments)
Land Purchases	\$ 2,697,043
<u>New Construction (University Commitments)</u>	
Science Building	\$ 1,228,579
Fitness & Rec Center	\$ 1,989,012
Athletic Pavilion	\$ 735
Chiller for Innovation Res Hall	\$ 2,300,000
Innovation Res Hall	\$ 1,672,159
Innovation Space	\$ 9,190,000
Campus Signage	\$ 294,459
Athletics Football Stadium	\$ 6,900,000
<u>Capital Maintenance (University Commitments)</u>	
Residence Hall Rvn & Roof	\$ 782,955
Infrastructure & HVAC	\$ 1,051,278
Intermural Field Lighting	\$ 134,318
Tucker Stadium Turf	\$ 108,394
Landscaping	\$ 770,259
ADA Adaptations	\$ 180,000
Waterproof & Ext Repair	\$ 300,000
Foundation Hall Engineering Lab Upgrade	\$ 490,000
Library Carpet and Painting	\$ 586,250
<u>Renovation Projects (University Commitments)</u>	
Roaden Center Rvn	\$ 343,195
Advising Center	\$ 204,928
Eblen Center Rvn	\$ 2,189,779
Baseball Locker Room & Turf/Clubhouse/Batting Cages	\$ 780,000
Crawford Hall Renovation	\$ 150,788
<u>Renovation Student Spaces (Dedicated Fee)</u>	
Facilities Development Fee	\$ 2,184,627
<u>Small Maintenance & Renovation (Department Funded)</u>	\$ 533,913
<u>Other Resources</u>	
Extraordinary Maint	\$ 2,682,358
Regional Consulting Grp	\$ 413,451
Various Academic Building Upgrades	\$ 951,076
Parking & Transportation	\$ 4,795,494
Engineering Master Plan	\$ 2,980
Total Unexpended Plant	\$ 45,908,030
	<u>Renewal and Replacement</u>
Auxiliary - Housing	\$ 11,177,397
Auxiliary - Other	\$ 7,534,940
Computer Center	\$ 4,129,039
Technology Update	\$ 1,804,366
Telecommunication	\$ 721,269
Printing & Photo Srv	\$ 209,776
Motor Pool	\$ 418,121
Online Fee	\$ 1,173,518
ERP Replacement	\$ 6,908,127
Craft Center R&R	\$ 501,093
Departmental R&R	\$ 285,418
RR Strategic Maint	\$ 1,876,798
Anticipated Early Grad	\$ 2,267,972
RR E&G HERFF	\$ 9,386,747
University Reserve	\$ 7,912,241
Total R&R	\$ 56,306,822
GRAND TOTAL All Reserves	\$ 102,214,852

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Tennessee Tech University
Summary Of Unrestricted Current Funds Available And Applied
July Budget 2022-23

	Actual 2020-21	October Budget 2021-22	Estimated Budget 2021-22	% Change Over Actual	July Budget 2022-23	% Change Over Actual
Unrestricted Current Fund Balances						
at Beginning of Period						
Allocation for Encumbrances	1,643,388	1,497,200	1,497,200	-08.9	0	-100.0
Allocation for Working Capital	4,532,685	4,390,500	4,390,500	-03.1	4,390,500	-03.1
Special Allocations	26,205,416	24,724,900	24,724,900	-05.6	5,545,600	-78.8
Unallocated Balance	291,697	81,800	81,800	-72.0	0	-100.0
Total Unrestricted Current Fund Balances	32,673,186	30,694,400	30,694,400	-06.1	9,936,100	-69.6
Revenues						
Education and General						
Tuition and Fees	99,001,296	99,019,300	100,995,900	02.0	100,785,900	01.8
State Appropriations	61,143,975	64,128,100	64,128,100	04.9	78,863,600	29.0
Federal Grants and Contracts	2,621,298	869,700	1,607,100	-38.7	1,269,700	-51.6
Local Grants and Contracts	1,240	3,200	700	-43.5	200	-83.9
State Grants and Contracts	145,537	59,400	119,400	-18.0	99,400	-31.7
Private Grants and Contracts	78,914	39,100	102,100	29.4	40,000	-49.3
Private Gifts	12,194	0	0	-100.0	0	-100.0
Sales & Services of Educ Activities	1,215,627	872,000	884,600	-27.2	933,700	-23.2
Sales & Services of Other Activities	8,278,930	9,063,900	9,828,100	18.7	9,315,900	12.5
Other Sources	10,034,116	1,267,900	1,199,900	-88.0	1,139,500	-88.6
Total Education and General	182,533,127	175,322,600	178,865,900	-02.0	192,447,900	05.4
Sales & Services of Aux Enterprises						
Sales and Services of Aux Enterprises	19,813,627	18,489,500	18,595,100	-06.1	18,577,600	-06.2
Total Revenues	202,346,754	193,812,100	197,461,000	-02.4	211,025,500	04.3
Expenditures and Transfers						
Education and General						
Instruction	72,271,306	89,399,100	86,171,200	19.2	86,981,400	20.4
Research	2,049,034	4,458,400	5,518,400	169.3	2,750,800	34.2
Public Service	1,998,073	2,486,000	2,568,400	28.5	2,056,600	02.9
Academic Support	12,312,608	14,979,100	16,243,900	31.9	14,308,000	16.2
Student Services	19,833,987	22,767,500	23,490,400	18.4	22,823,600	15.1
Institutional Support	14,174,960	19,308,600	20,766,900	46.5	19,915,000	40.5
Operation & Maintenance of Plant	11,985,224	16,281,900	16,511,400	37.8	16,319,900	36.2
Scholarships & Fellowships	14,575,925	16,309,200	16,514,600	13.3	17,536,300	20.3
Total Education and General	149,201,117	185,989,800	187,785,200	25.9	182,691,600	22.4
Mandatory Transfers for:						
Principal & Interest	3,507,468	3,668,700	3,668,700	04.6	3,668,700	04.6
Renewals & Replacements	0	0	0		0	

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Tennessee Tech University
Summary Of Unrestricted Current Funds Available And Applied
July Budget 2022-23

	Actual 2020-21	October Budget 2021-22	Estimated Budget 2021-22	% Change Over Actual	July Budget 2022-23	% Change Over Actual
Loan Fund Matching Grant	0	0	0		0	
Total Mandatory Transfers	3,507,468	3,668,700	3,668,700	04.6	3,668,700	04.6
Non-Mandatory Transfers for:						
Transfers to Unexpended Plant Fund	6,356,479	1,831,800	3,599,600	-43.4	1,885,800	-70.3
Transfers to Renewal & Replacements	24,579,546	4,128,500	3,944,000	-84.0	3,223,700	-86.9
Transfers to Other Funds	826,940	568,300	626,800	-24.2	605,800	-26.7
Transfers from Unexpended Plant Fund	0	0	0		0	
Transfers from Renewal & Replacements	0	0	0		0	
Transfers from Other Funds	0	0	0		0	
Total Non-Mandatory Transfers	31,762,965	6,528,600	8,170,400	-74.3	5,715,300	-82.0
Total Education and General	184,471,550	196,187,100	199,624,300	08.2	192,075,600	04.1
Auxiliary Enterprises Expenditures						
Auxiliary Enterprises Expenditures	7,879,740	8,201,800	8,344,400	05.9	8,719,100	10.7
Total Auxiliary Expenditures	7,879,740	8,201,800	8,344,400	05.9	8,719,100	10.7
Mandatory Transfers for:						
Principal & Interest	6,065,443	6,901,000	6,841,000	12.8	6,557,400	08.1
Renewals & Replacements	0	0	0	00.0	0	00.0
Loan Fund Matching Grant	0	0	0	00.0	0	00.0
Total Mandatory Transfers	6,065,443	6,901,000	6,841,000	12.8	6,557,400	08.1
Non-Mandatory Transfers for:						
Transfers to Unexpended Plant Fund	0	0	0	00.0	0	00.0
Transfers to Renewal & Replacements	5,908,775	3,444,200	3,409,600	-42.3	3,354,200	-43.2
Transfers to Other Funds	0	0	0	00.0	0	00.0
Transfers from Unexpended Plant Fund	0	0	0	00.0	0	00.0
Transfers from Renewal & Replacements	0	0	0	00.0	0	00.0
Transfers from Other Funds	0	0	0	00.0	0	00.0
Total Non-Mandatory Transfers	5,908,775	3,444,200	3,409,600	-42.3	3,354,200	-43.2
Total Auxiliary Enterprises	19,853,958	18,547,000	18,595,000	-06.3	18,630,700	-06.2
Total Expenditures And Transfers	204,325,508	214,734,100	218,219,300	06.8	210,706,300	03.1
Other						
Prior Period Adjustments	0	0	0	00.0	0	00.0

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Tennessee Tech University
Summary Of Unrestricted Current Funds Available And Applied
July Budget 2022-23

	Actual 2020-21	October Budget 2021-22	Estimated Budget 2021-22	% Change Over Actual	July Budget 2022-23	% Change Over Actual
Other Additions/Deductions	0	0	0	00.0	0	00.0
Total Other	0	0	0	00.0	0	00.0
Unrestricted Current Fund Balances at End of Period						
Allocation for Encumbrances	1,497,233	0	0	-100.0	0	-100.0
Allocation for Working Capital	4,390,489	4,390,500	4,390,500	00.0	4,390,500	00.0
Special Allocations	24,724,917	5,381,900	5,545,600	-77.6	5,864,800	-76.3
Unallocated Balance	81,793	0	0	-100.0	0	-100.0
Total Unrestricted Current Fund Balances	30,694,432	9,772,400	9,936,100	-67.6	10,255,300	-66.6

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Tennessee Tech University
Summary Of Unrestricted Current Funds Available And Applied
July Budget 2022-23
* * * Report Control Information * * *
Parameters have been entered via Job Submission.

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Chart:	T
Budget Id:	FY2022
Budget Phase 5:	215A
Budget Phase 2:	222R
Budget Phase 3:	223E
Budget Phase 4:	234P
Fund:	
Begin Page Number:	1
Suppress Zero Amounts:	N

TTU Budget Summary and Budget Analysis Documents

The complete Budget Summary and Budget Analysis documents can be viewed on the Budgeting, Planning, Reporting and Analysis website at:

Direct Link to document – **Summary**:

https://www.tntech.edu/businessoffice/pdf/budget/Budget_Summary_July_22-23.pdf

Direct Link to document – **Analysis**:

https://www.tntech.edu/businessoffice/pdf/budget/Budget_Analysis_Forms_July22-23.pdf

Historical Budget documents (FY2011 through FY2022):

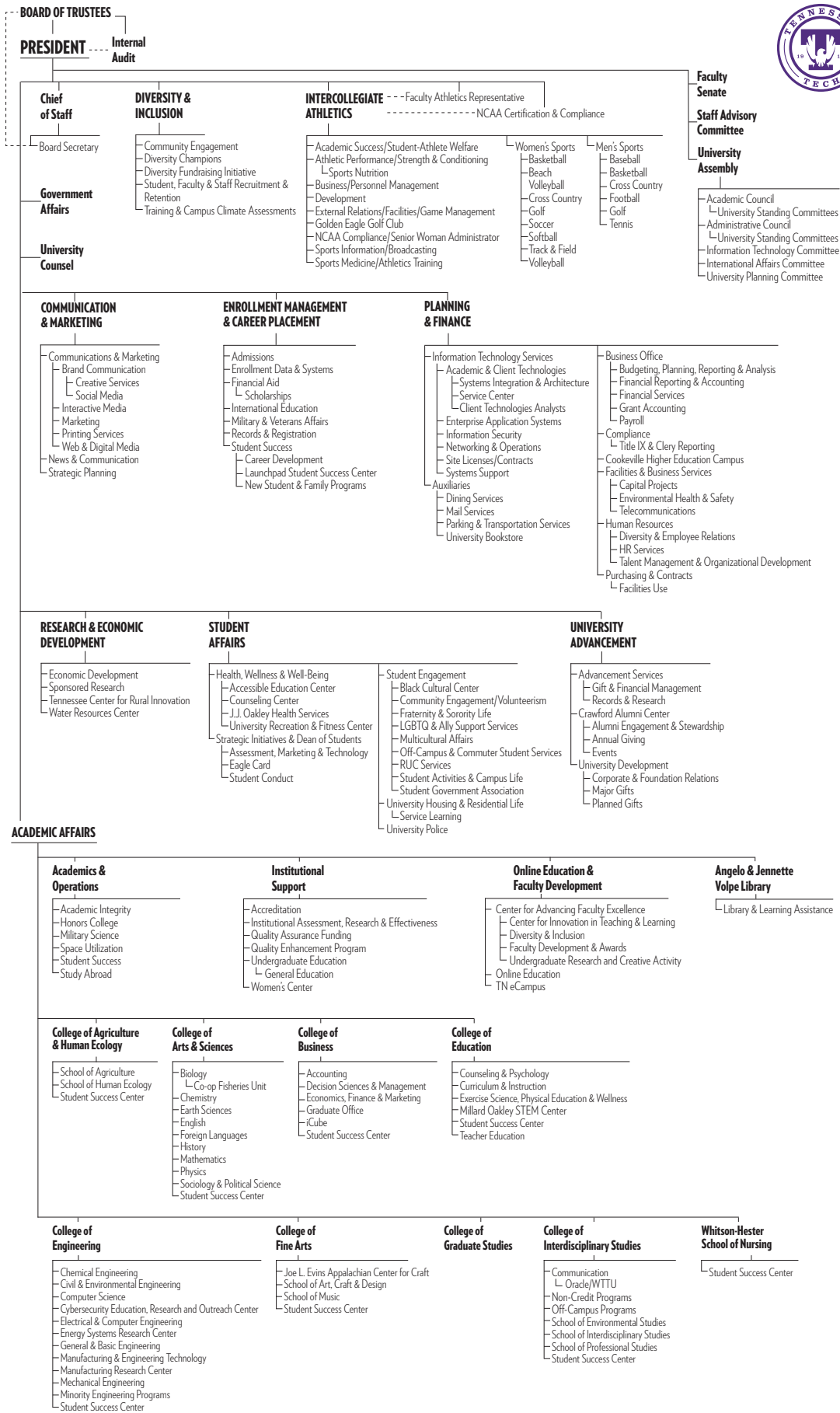
Budget **Summary**: <https://www.tntech.edu/businessoffice/bpra/budgetary-info.php>

Budget **Analysis**: <https://www.tntech.edu/businessoffice/bpra/budgetary-info.php>



The following is the President's submission to THEC and Finance & Administration. The organizational chart and crosswalk are required to be submitted with each budget cycle to the State of TN. The submission shows any additions, deletions or changes in reporting structure for the university as a whole.

10.1





Office of the President

TENNESSEE TECH

May 6, 2022

Submitting on behalf of Tennessee Tech University (TTU) a crosswalk of organizational changes/updates with a proposed implementation date of July 1, 2022, as follows:

Academic Affairs

- Remove Learning Support as a direct report to Library & Learning Assistance

Diversity & Inclusion

- Remove Ethics & Diversity as a direct report to Diversity & Inclusion
- Remove Access & Diversity as a direct report to Diversity & Inclusion
- Add Student, Faculty & Staff Recruitment & Retention to Diversity & Inclusion
- Add Diversity Fundraising Initiative to Diversity & Inclusion
- Add Community Engagement to Diversity & Inclusion
- Add Training & Campus Climate Assessments to Diversity & Inclusion
- Add Diversity Champions to Diversity & Inclusion

Enrollment Management & Career Placement

- Add Enrollment Data & Systems as a direct report to Enrollment Management & Career Placement

Intercollegiate Athletics

- Realign Sports Nutrition as a direct report to Athletic Performance/Strength & Conditioning
- Rename External Relations to External Relations/Facilities/Game Management
- Add Beach Volleyball as a direct report to Women's Sports

Research and Economic Development

- Add Tennessee Center for Rural Innovation as a direct report to Research & Economic Development


Student Affairs

- Add Health, Wellness, and Well-Being as a direct report to Student Affairs
- Realign Accessible Education Center as a direct report to Health, Wellness, and Well-Being
- Realign Counseling Center as a direct report to Health, Wellness, and Well-Being
- Realign J.J. Oakley Health Services as a direct report to Health, Wellness, and Well-Being
- Realign University Recreation & Fitness Center as a direct report to Health, Wellness, and Well-Being
- Rename Dean of Students to Strategic Initiatives and Dean of Students
- Rename Judicial Affairs to Student Conduct
- Add Assessment, Marketing, & Technology as a direct report to Strategic Initiatives and Dean of Students
- Realign Eagle Card as a direct report to Strategic Initiatives and Dean of Students
- Remove Central Office
- Add Student Engagement as a direct report to Student Affairs
- Realign RUC Services as a direct report to Student Engagement
- Realign Multicultural Affairs as a direct report to Student Engagement
- Add Black Cultural Center as a direct report to Student Engagement
- Rename Greek Life to Fraternity and Sorority Life
- Realign Fraternity and Sorority Life as a direct report to Student Engagement
- Realign Student Activities & Campus Life as a direct report to Student Engagement
- Add Community Engagement/Volunteerism as a direct report to Student Engagement
- Add LGBTQ & Ally Support Services as a direct report to Student Engagement
- Add Off-Campus and Commuter Student Services as a direct report to Student Engagement
- Add SGA as a direct report to Student Engagement
- Rename Residential Life to University Housing and Residential Life
- Realign Service Learning as a direct report to University Housing and Residential Life

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University Advancement

- Remove Financial as a direct report to Advancement Services
- Rename Gift & Pledge Services to Gift & Financial Management



Dr. Philip B. Oldham, President



Agenda Item Summary

Date: June 23, 2022

Agenda Item: FY2022-23 Disclosed Projects

Review

Action

No action required

10.1

PRESENTERS: Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS: Review and approval for FY2022-23 Capital Budget Amendment.

Disclosure Projects FY22-23 (Q2) (October 2022 - December 2022)																	
Institution	Project	Disclosure Year (Quarter)	Funding Source	Project Cost	New Sq.Ft.	TSSBA	Gifts	Grants	Auxiliary	Gift-in-Place	Plant Funds	Project Description - Match DB70 Project Description	Notes/Reason for Disclosure	Is this a Redisclosure? Y/N If yes, reason for redisclosure?	If New Construction, is this in the Master Plan? Y/N	Is a program complete Y/N? Is the program outline or detailed program? Who completed the program? (Staff, or name consultant)	Who performed the Cost Estimate for this Disclosure? (Staff, or name consultant)
TTU	Pavement Repairs	Q2 22-23	Plant Funds (Non-Aux)	\$500,000							\$ 500,000	Asphalt paving repair of selected streets and parking lots campus wide including milling, demolition, excavation, stone base, fine grading, concrete curbs, parking bumpers, and asphalt markings.	Repair failing pavement	NO	Project Is Not New Construction		
TTU	New Hall North Roof Replacement	Q2 22-23	Plant Funds (Aux)	\$ 750,000					\$ 750,000			Replace the shingles on New Hall North	Repair failing roof shingles	NO	Project Is Not New Construction		



Agenda Item Summary

Date: June 23, 2022

Agenda Item: Capital Budget FY2023-24

Review

Action

No action required

10.1

PRESENTERS: Dr. Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS: Review and approval for the FY2023-24 capital budget requests.

Requests for FY2023-24 State funding for capital maintenance projects are due to THEC by July 29, 2022 and capital outlay are due to THEC by August 26, 2022. Each LGI is allowed to submit only one capital outlay project for funding consideration for FY2023-24. Additionally, THEC has requested each institution submit projects for four planning years through FY2027-28. THEC's funding target for capital maintenance projects for FY2022-23 is \$225,000,000. TTU's portion of these dollars is \$12,126,000. We are also submitting four out-years of capital maintenance projects through FY2027-28 as instructed by THEC.

CAPITAL OUTLAY REQUEST FY 2023-24 thru 2027-28

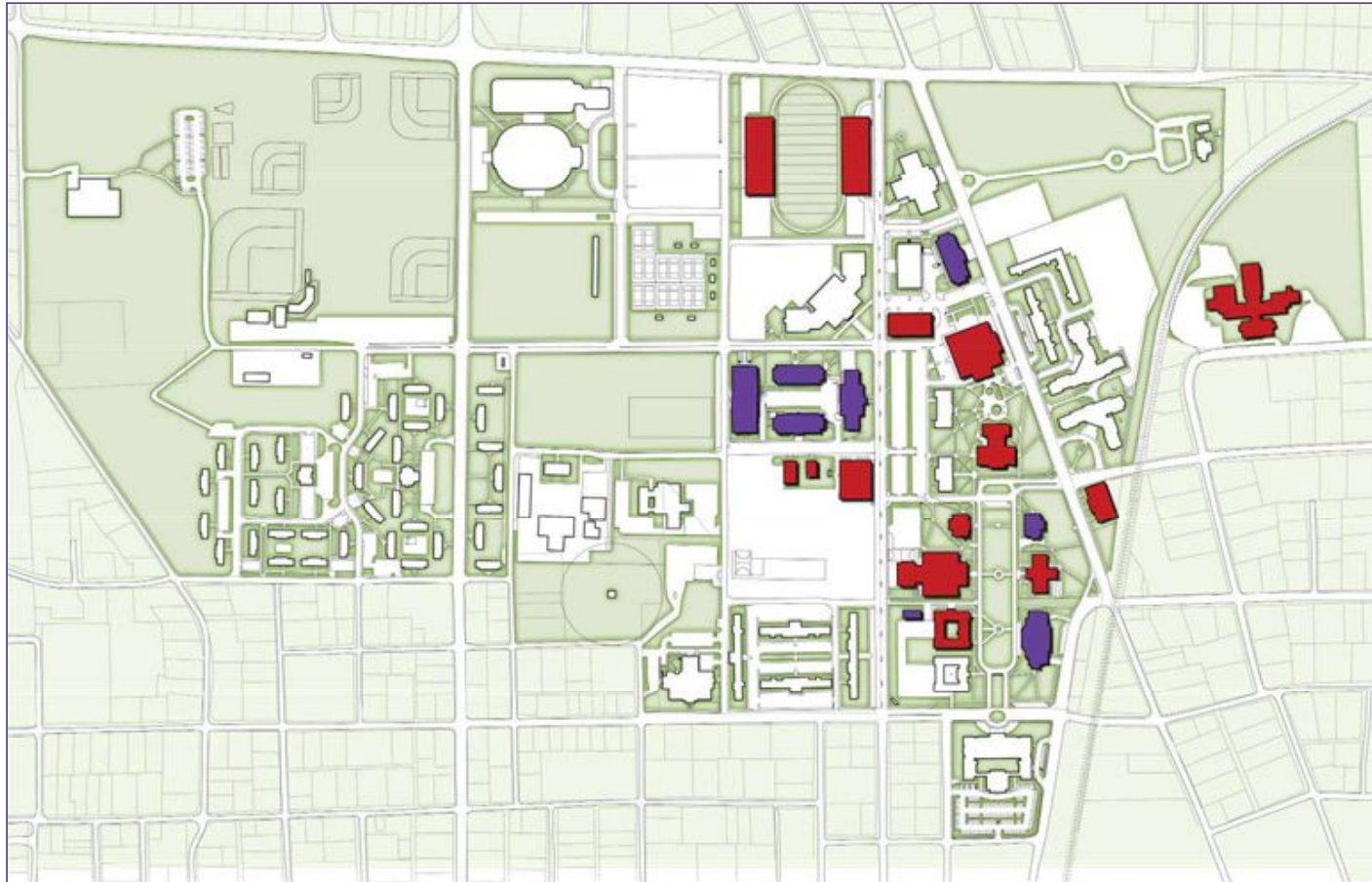
FY	Priority	Institution	Project Name	Project Description**	Project Type	New Square Footage	Reno. Or Replaced SF	A	B	C = B / A	D = A - B
								Project Cost	Committed External Funds	Percent Match*	State Funds Request
2023-24	1	TTU	Academic Classroom Building	Demolish Matthews/Daniel Hall. Construct new academic classroom building on same site. Renovate the adjacent Crawford Hall and connect to the new building.	New Construction	21,700	42,042	\$55,390,000	\$3,522,804	6%	\$51,867,196
2023-24	2									0%	\$0
2023-24	3									0%	\$0

** Provide a duplicate of the Project Description from the DB70 sheet. Additional brief summary comments may be added for support justification.

Out-Years

FY	Priority	Institution	Project Name	Project Description	Project Type	New Square Footage	Reno. Or Replaced SF	Project Cost	Committed External Funds	Percent Match	State Funds Request
2024-25	1	TTU	Renovate Prescott and Brown Halls	Complete renovation of Prescott and Brown Halls.	Major Renovation		166,956	\$55,000,000	\$2,200,000	4%	\$52,800,000
2024-25	2									0%	\$0
2024-25	3									0%	\$0
										0%	\$0
2025-26	1	TTU	Biology Building	Construct a new facility for the Biology department.	New Construction	93,785		\$72,000,000	\$5,760,000	8%	\$66,240,000
2025-26	2									0%	\$0
2025-26	3									0%	\$0
										0%	\$0
2026-27	1	TTU	New Engineering Building	Construct a new building for engineering and interdisciplinary studies with a focus on environmental engineering.	New Construction	100,000		\$75,000,000	\$6,000,000	8%	\$69,000,000
2026-27	2									0%	\$0
2026-27	3									0%	\$0
										0%	\$0
2027-28	1	TTU	Memorial Gym Renovation	Complete renovation of Memorial Gym.	Major Renovation		87,181	\$39,700,000	\$1,588,000	4%	\$38,112,000
2027-28	2										
2027-28	3									0%	\$0

10.1



BUILDING ASSESSMENT

Attached within the Appendix is the current Facilities Survey itemizing the ratings of the physical condition of each academic building on the campus. Typically, an overall rating below 70 indicates a building in need of significant renovation or consideration for removal and replacement. The diagram to the left indicates each of the academic and core campus buildings with a score below 70. Non Educational and Core buildings such as Athletic and Housing are not included in this assessment. As this includes the majority of the campus buildings, it represents a staggering and nonviable prospect for replacement. Many of the buildings with ratings in the 60's were reviewed as a separate Six Building Assessment study during the 2010 Update process (available as a separate document) and are part of an ongoing comprehensive incremental renovation and maintenance program. Therefore, the buildings with an overall rating below 60 have been highlighted in red to bring a focus to those in the most need.

Of the thirteen buildings with a rating below 60, the lowest rated buildings, Matthews, Daniels and the East Stadium Lab spaces should be considered for immediate replacement. Foster Hall is scheduled for demolition after the new Science building and Pennebaker renovations are completed. Foundation Hall's use as flex space should not deter it's future as providing parking. Lewis Hall, the Foundry and the Old Maintenance are considered as place holders for academic expansion along the new Science Quad. The most challenging opportunities will be the repurposing or replacement of Jere Whitson and the Health and PE Building. As keynote buildings, The University Center and Derryberry Hall should be significantly renovated.

10.1

CAPITAL IMPROVEMENTS

The proposed Capital Improvements are based upon the needs of the University to serve the academic functions. The projects include new construction to address current shortfalls in space per the THEC Guidelines as well as the projected shortfalls as the University grows. The proposed projects also include renovations to upgrade existing facilities as well as the elimination and replacement of antiquated space. The projects are listed in order of priority at the time of this writing. The established priorities are likely to shift over time as needs evolve and funding is available. The list, however, does provide a chronological path for the sequencing of projects for an efficient implementation that minimizes temporary measures to accommodate the refurbishment and growth of the campus.

1. Johnson Hall Renovation

The Johnson Hall renovation will continue the effort to methodically renovate the older buildings on campus updating program spaces as needed while upgrading and replacing building systems that are well past their expected operational life. Since upstream campus infrastructure systems run through and immediately adjacent to Foster Hall, located next door to Johnson Hall, it is recommended that the Foster Hall Demolition be incorporated as part of this project. Combining these initiatives will provide the most efficient and cost-effective process while limiting the intermediate accommodations required to maintain the downstream buildings (Johnson and Pennebaker) in operation while the Foster Hall demolition process is underway.

2. New Engineering Building #1

Due to the overwhelming need for engineering space and the condition of the existing spaces, a new engineering building is proposed. The building is proposed to accommodate Advanced Construction and Manufacturing program providing the consolidation of the shops and materials testing for the college. It will also provide for the relocation of the Advanced Manufacturing department and the Foundry. This will allow for the demolition of Lewis Hall and the Foundry to clear their location for future development. Likewise, with the consolidation of the shops, the new building will open space within Prescott, Brown and Clement Halls for renovation.

3. Academic Classroom Building

The Academic Classroom Building will replace the Matthews and Daniel Halls which are among the lowest ranked buildings according to the PFI scores. This initiative will demolish the two linked buildings and replace them with a similar amount of square footage in the same location. The project will also connect to the adjoining Crawford Hall building. Crawford Hall is currently a residence hall which is envisioned to be renovated to provide faculty offices, academic support spaces, and student collaboration space.

4. Brown Hall Renovation

The Brown Hall renovation is envisioned to be the first in a series of Engineering Quad Renovations. It is recommended that the Engineering Quad buildings (other than Bruner Hall which completed its renovation in 2021) be combined as a multi-phased

* Excerpt from Master Plan approved by Board of Trustees March 2022*



Figure 3.8 Bell Hall courtyard

CAPITAL IMPROVEMENTS

project. This will continue the effort to methodically renovate the older buildings and provide for programmatic refinements as well as systems upgrades. Even with the current new Ashraf Islam Engineering Building, the engineering program will still represent the greatest space need on campus. Refer to the Appendix for a comprehensive master plan for the engineering program.

5. Prescott Hall Renovation

The Prescott Renovation is proposed as the second of the multi-phased engineering quad upgrades. As the largest of the Derryberry Era buildings in need of programmatic and systems upgrades, the Prescott renovation will require considerable temporary space to accomplish these improvements. This will likely involve utilizing most of the Foundation Hall Building as swing space, as other building renovations have done, as well as utilizing portions of the Laboratory Science Commons building to accommodate the fume hood needs of specific programs. However, the optimal phasing allows the Chemical Engineering department to move into a renovated Brown Hall as envisioned by the Engineering Master Plan.

6. Memorial Gym Renovation

While still functional, the ninety-two year old gym building is in need of renovation to improve the programmatic utilization of the space as well as update the building systems. The renovations will include the development of the adjacent parking lot as a campus quadrangle outdoor space.

7. New Engineering Building #2

To address more of the outstanding current space need, a second new engineering building is proposed. The building will combine certain aspects of the engineering and interdisciplinary studies programs to develop an emphasis on Environmental Engineering. The location in the southwest quadrant of the Engineering and Laboratory Science district will provide a synergy with civil engineering, biology, chemistry and earth science for the environmental programs. The project will include the demolition of the existing Southwest Hall on the building site as well as the relocation of the university's Child Development Lab to the Foundation Hall area of the campus.

8. Biology Building

The remainder of the Biology Department is proposed to be relocated from Pennebaker Hall to the north side of the Laboratory Science Quadrangle. This will allow these programs to be located in the vicinity of the Micro and Molecular Biology programs at the Laboratory Science Commons and further define the Science Quadrangle. As part of the project, it is proposed that the Art Program be relocated from the north end of Foundation Hall to a renovated Pennebaker Hall. This will accomplish the needed Pennebaker systems replacement as well as provide a permanent space for Art. Therefore, the Art program will be adjacent to Bryan Fine Arts and the remaining programs within the School of Fine Arts. The initiative is also proposed to include the demolition of the

north end of Foundation Hall which is separated from the remainder of the building where the Art program has been housed. This will allow the development of parking at the area of the demolition.

9. Physics Building

To provide space within Bruner Hall for the Computer Science program to expand, a new Physics building is proposed to the east of the new Stonecipher Lecture Hall. This will provide a third building to complete the definition of the proposed Science Quadrangle. The project will allow for all three of the programs currently in Bruner Hall to address their growing space needs.

10. Clement Hall Renovation

The Clement Hall renovation will be the last of the phased engineering quad renovations. It will continue the effort to methodically renovate the older buildings on campus, updating program spaces as needed while upgrading and replacing building systems that are well past their expected operational life. As described in the Engineering Master Plan (see Appendix), Clement Hall is envisioned to progressively evolve to become a Math Building as well as maintain its current function as the campus Data Center, and home of Information Technology Services.

11. Academic Wellness Center Renovation

This renovation is proposed to convert the former student recreation building into an academic building. The renovation will include programmatic as well as building systems upgrades. The existing pool is

proposed to be infilled. The building will be renovated to provide program space for the growing Exercise Science, Physical Education and Wellness program.

12. Bell Hall Expansion

The Bell Hall Expansion will provide additional academic space for the expansion of the Nursing program with the addition of post graduate programs.

13. Volpe Library Renovation

The Library renovation will provide programmatic as well as building systems upgrades.

14. Bryan Fine Arts Renovation and Addition

The renovation and addition will provide programmatic as well as building systems upgrades.

15. Oakley Hall Expansion

The addition will provide added space for the anticipated growth in the School of Agriculture and Human Ecology.

16. New Engineering Building #3

Another new engineering building will complete the engineering master plan and provide space to fulfill the needs of the college. The building is envisioned to connect the engineering buildings within the new southwest Engineering Quadrangle. (see the Engineering Master Plan in the Appendix).



Figure 3.9 Capital Improvement Projects

CAPITAL IMPROVEMENT PROJECTS

CAPITAL PROJECTS (through 12,000 Student Campus Space Needs)



CAPITAL IMPROVEMENT PROJECTS

#	PROJECT	NEW	RENOVATION	STORIES	AREA (SF)
1	JOHNSON HALL RENOVATION	X	X	4	68,171
1a	FOSTER DEMOLITION				60,743
2	NEW ENGINEERING BUILDING #1	X		3	80,000
3	ACADEMIC CLASSROOM BLDG/ CRAWFORD RENOVATION	X	X	2-3	63,755
3a	MATTHEWS/DANIEL DEMOLITION				43,555
4	BROWN HALL RENOVATION		X	4	55,001
5	PRESCOTT HALL RENOVATION		X	5	111,955
6	MEMORIAL GYM RENOVATION		X		87,181
7	NEW ENGINEERING BUILDING #2	X		3	100,000
7a	SOUTHWEST HALL DEMOLITION				23,500
8	BIOLOGY BUILDING	X		3	93,785
8a	PENNEBAKER HALL RENOVATION		X	4	59,679
8b	PARTIAL FOUNDATION HALL DEMOLITION				
9	PHYSICS BUILDING	X		3	38,378
10	CLEMENT HALL RENOVATION		X	4	62,887
11	ACADEMIC WELLNESS CENTER RENOVATION		X	2	77,895
12	BELL HALL EXPANSION	X		3	27,635
13	VOLPE LIBRARY RENOVATION		X	3	132,645
14a	BRYAN FINE ARTS RENOVATION		X	3	55,110
14b	BRYAN FINE ARTS ADDITION	X		2	60,965
15	OAKLEY HALL EXPANSION	X		2	38,922
16	NEW ENGINEERING BUILDING #3	X		3	90,000
17	JOHNSON HALL EXPANSION	X		4	25,000

LEGEND

- CAPITAL IMPROVEMENT NEW CONST.
- CAPITAL IMPROVEMENT RENO.
- ON-GOING PROJECT

Capital Maintenance Request: FY2023-24

Governing Board: **Tennessee Tech**

2023-24

Maintenance

Allocation: **\$12,126,000** Total costs must fall within allocation.

Fiscal Year	Priority*	Institution	Project	Project Cost	Project Description
2023-24		1 TTU	Roaden University Center HVAC Upgrades	\$ 1,100,000	Replace air handlers 1 and 3, and the air handler serving Which Wich. Clean the coils and ductwork on air handler 2.
2023-24		2 TTU	Elevator Upgrades	\$ 943,381	Upgrades will be made to several elevators on campus. Upgrades will include, but not be limited to, door restrictors, cylinder replacements, power unit upgrades, controls and cab refurbishments for safer operability.
2023-24		3 TTU	Intramural Field Lighting Replacement	\$ 2,000,000	Complete replacement of the Intramural Field Lighting.
2023-24		4 TTU	Utility Infrastructure Upgrades	\$ 2,430,000	Replace underground utilities including steam, chilled water, domestic water, sanitary and storm sewer, telecom, ITS, gas and electric. Phase 1 will be steam line replacements either side of Dixie Avenue from the steam plant north to B Street, creating a new loop that will allow us to abandon steam lines currently under Centennial Plaza.
2023-24		5 TTU	Roof Replacements	\$ 500,000	Replace the roofs on Bell Hall and Ray Morris Hall.
2023-24		6 TTU	Foundation Hall Upgrades 1.1	\$ 3,610,000	Electrical service upgrade, main mechanical room upgrade (Boiler, pumps, piping). Front building upgrade for MEP.
2023-24		7 TTU	Bryan Fine Arts Building Exterior Repairs	\$ 1,200,000	Provide exterior masonry repairs, including the north patio and the retaining wall along Peachtree Street.
2023-24		8 TTU	University Services Building Mechanical Upgrades	\$ 886,000	Replace the air handler, VAV boxes and piping.
2023-24		9 TTU	Foundation Hall Upgrades 1.2	\$ 3,500,000	Lighting, finishes, reconfigurations for front end of building.
Total Project Cost				\$ 16,169,381	

* Requests are not limited to 10. Insert more rows if there are more projects to recommend.

Capital Maintenance Out-Years: FY 2024-25 through 2027-28

Fiscal Year	Priority	Institution	Project	Project Cost	Project Description
2024-25		1	Foundation Hall Upgrades	\$ 6,000,000	Replace building systems and provide related space upgrades.
2024-25		2	Derryberry Hall Upgrades	\$ 8,700,000	Replace building systems and provide related space upgrades.
2024-25		3	Campus-Wide Building Controls Upgrades PH 2 - \$2M	\$ 2,000,000	Upgrade pneumatic controls to digital controls on several buildings, including replacement of devices and equipment required to complete digital control of the HVAC systems.
2024-25		4	Elevator Upgrades	\$ 2,000,000	Upgrades will be made to several elevators on campus. Upgrades will include, but not be limited to, door restrictors, cylinder replacements, power unit upgrades, controls and cab refurbishments for safer operability.
2024-25		5	Boiler Replacement	\$ 2,000,000	Replace Boiler/Requires Building Addition at University Services Building
2024-25		6	Steam Plant Improvements	\$ 1,750,000	Provide upgrades to steam plant equipment, remove obsolete coal and ash handling equipment, reconfigure and re-route ductwork feeding abandoned baghouse
2024-25		2 TTU	Hyder-Burks Arena Air Conditioning	\$ 640,000	Provide air conditioning for the arena and arena support spaces.
2024-25		3 TTU	Hyder-Burks Sound System Replacement	\$ 250,000	Replace the sound system in the Hyder-Burks arena.
2024-25		9			
2024-25		10			

10.1



Agenda Item Summary

Date: June 23, 2022

Agenda Item: Land Acquisition

Review

Action

No action required

10.1

PRESENTERS: Dr. Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS:

The University is asking Board approval to purchase from the TTU Foundation the Coomer property at the lesser of its current appraised value or \$425,000. The Coomer property is located in an area identified as high priority acquisition in the 2014 Master Plan Update – Acquisition Plan. The property will be combined with previously acquired adjacent properties for the purpose of building a proposed Facilities Services Complex.

The Coomer Property consists of two parcels:

1. 520 E. Eleventh Street
2. 1108 N. Washington Avenue

At the request of the University, the TTU Foundation acquired these two parcels for \$425,000, with the understanding that the property would be transferred to the University at the earliest practicable time. The Foundation Board provided the support to the university knowing the university can only reimburse the Foundation for the current appraised value at the time of the transfer, or the original purchase amount, whichever is less.

Putnam County - Parcel: 040N A 012.00



10.1

Date: April 8, 2020
County: Putnam
Owner: COOMER FLOYD
Address: WASHINGTON AVENUE N 1108
Parcel Number: 040N A 012.00
Deeded Acreage: 0
Calculated Acreage: 0
Date of Imagery: 2018

Esri, HERE, Garmin, (c) OpenStreetMap contributors
TN Comptroller - OLG
TDOT
State of Tennessee, Comptroller of the Treasury, Office of Local Government
(OLG)

The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.

Putnam County - Parcel: 040N A 010.00

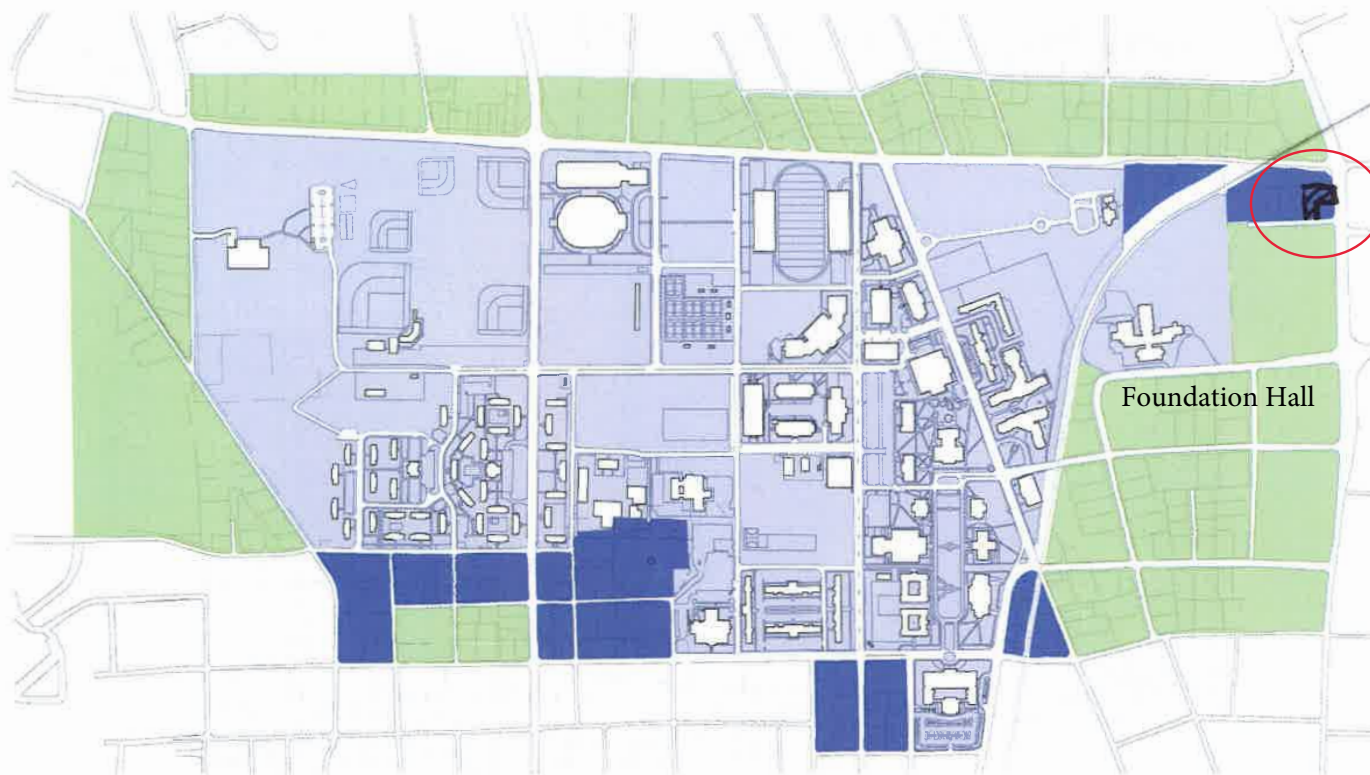


10.1

Date: April 8, 2020
County: Putnam
Owner: COOMER LEWIS
Address: ELEVENTH STREET EAST 520
Parcel Number: 040N A 010.00
Deeded Acreage: 0
Calculated Acreage: 0
Date of Imagery: 2018

Esri, HERE, Garmin, (c) OpenStreetMap contributors
TN Comptroller - OLG
TDOT
State of Tennessee, Comptroller of the Treasury, Office of Local Government
(OLG)

The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.



ACQUISITION PLAN

The Acquisition Plan has been updated to reflect the current status of campus expansion opportunities. The former Prescott Middle school site was purchased by the TTU Foundation and is serving as a flex surge space as various building are renovated as well as a parking resource. The top priority remains the parcels in the northeast corner of Seventh and Willow as the site for the anticipated Intramural Recreation building. The property at the south end of Peachtree across Seventh has been added to provide for more area adjacent to the core of the campus.

The property at the northwest corner of Seventh and Willow has been purchased and is being developed into multi-family housing with a greater density than the small single family houses previously on the site. The property surrounding this area remains a priority for the potential to expand the campus and specifically for the Facilities and Maintenance Operations.

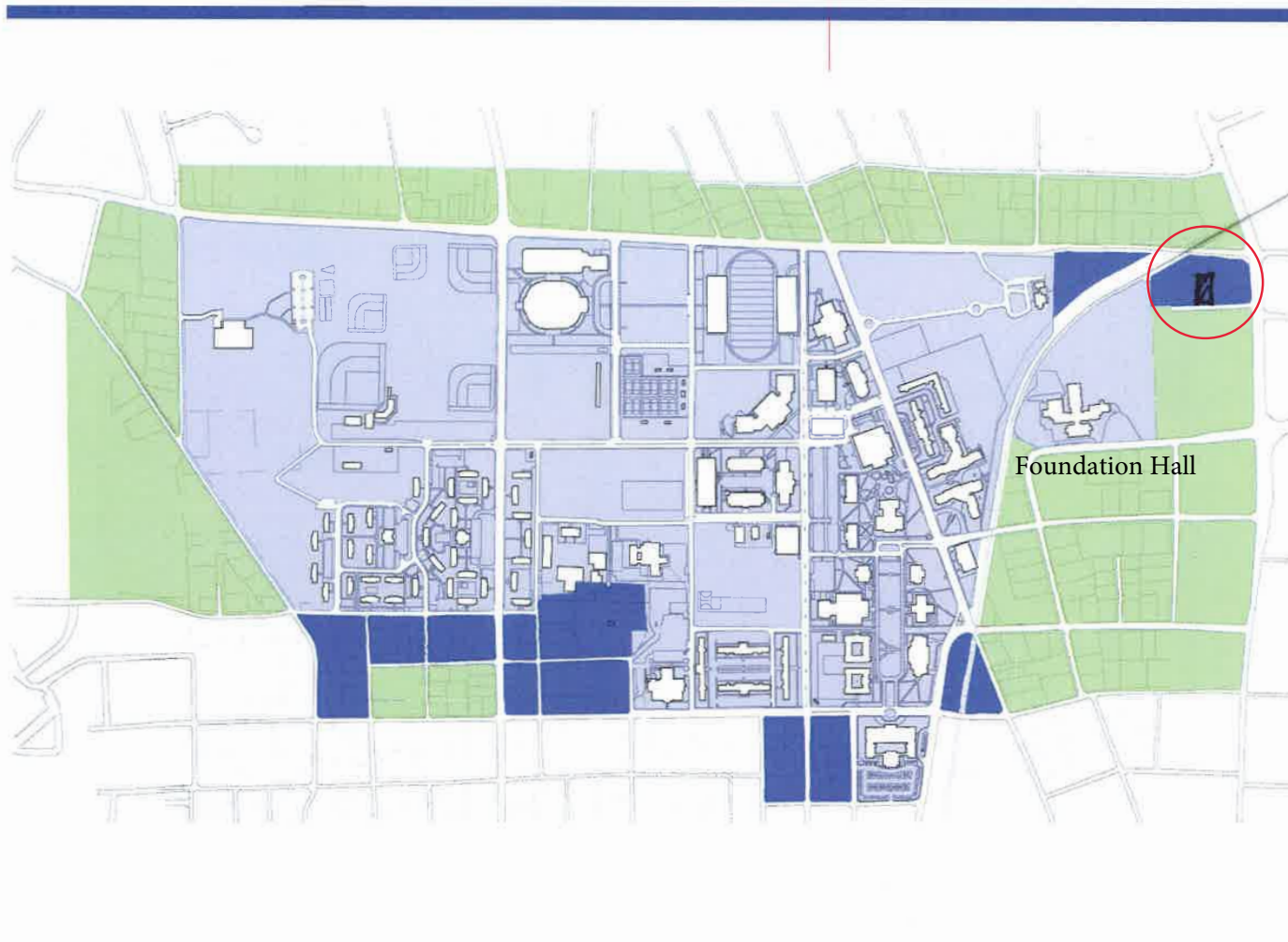
Potential off-site acquisitions, not shown on the immediate campus plan, that should be considered include:

1. Golf course
2. Area for the Facilities and Maintenance operations
3. Track and Soccer field relocation
4. Office Space

- Existing Campus Property
- High Priority Acquisition Area
- Long Range and Opportunistic Areas

Foundation Hall

10.1



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1. Golf course
2. Area for the Facilities and Maintenance operations
3. Track and Soccer field relocation
4. Office Space

- Existing Campus Property
- High Priority Acquisition Area
- Long Range and Opportunistic Areas

10.1



Agenda Item Summary

Date: June 23, 2022

Agenda Item: Craft Center Lease

Review

Action

No action required

10.1

PRESENTERS: Dr. Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS: Recommending approval of lease renewal for Joe L. Evins Center for Craft.

The University entered into a 25-year lease with the U.S. Government, Department of the Army for operation of the Joe L. Evins Center for Craft on December 1, 1995. This lease expired on November 30, 2020; however, due to COVID issues, the Department of Army was not able to process a renewal of the lease until recently. The proposed renewal lease is essentially the same as the expired lease. The renewal is for 25-years expiring November 29, 2045. The University's obligations under this lease include the operations and maintenance of the Craft Center facilities and the grounds surrounding the facility. The lease requires an annual Use and Development Plan to be agreed upon between the parties. The State appropriations to be received by the University for FY2022-23 includes \$2.8 million for upgrades to the Craft Center facilities. These funds more than cover the University's commitment for the first 5 years of the lease.

LEASE NO. DACW62-1-21-0312

DEPARTMENT OF THE ARMY
LEASE TO NON-STATE GOVERNMENTAL AGENCIES
FOR PUBLIC PARK AND RECREATIONAL PURPOSES
CENTER HILL DAM AND RESERVOIR
DEKALB COUNTY, TENNESSEE

THIS LEASE, made on behalf of the United States, between the **SECRETARY OF THE ARMY**, hereinafter referred to as the Secretary, and the ~~Tennessee Board of Regents~~, Tennessee Technological University, hereinafter referred to as the Lessee.

10.1

WITNESSETH:

That the Secretary, by authority of Title 16, United States Code, Section 460d, and for the consideration hereinafter set forth, hereby leases to the Lessee, the property identified in **Exhibit "A"**, attached hereto and made a part hereof, hereinafter referred to as the Premises, for public park and recreational purposes.

THIS LEASE is granted subject to the following conditions:

1. TERM

Said Premises are hereby leased for a term of twenty-five (25) years, beginning November 30, 2020 and ending November 29, 2045.

2. CONSIDERATION

The consideration for this lease is the operation and maintenance of the Premises by the Lessee for the benefit of the United States and the general public in accordance with the conditions herein set forth.

3. NOTICES

All notices and correspondence to be given pursuant to this lease shall be addressed, if to the Lessee, to the ~~Tennessee Board of Regents~~, **Tennessee Technological University** 1 William L Jones Dr. Cookeville, TN 38505; and if to the United States, to the Real Estate Contracting Officer, Attention: Chief, Real Estate Division, ATTN: Chief, Real Estate Division, 110 9th Avenue South, Nashville, Tennessee 37203; or as may from time to time otherwise be directed by the parties. Notice shall be deemed to have been duly given if and when enclosed in a properly sealed envelope addressed as aforesaid, and deposited, postage prepaid, in a post office regularly maintained by the United States Postal Service.

LEASE NO. DACW62-1-21-0312

4. AUTHORIZED REPRESENTATIVES

Except as otherwise specifically provided, any reference herein to "Secretary", "Real Estate Contracting Officer", or "said officer" shall include their duly authorized representatives. Any reference to "Lessee" shall include any sub-lessees, assignees, transferees, successors and their duly authorized representatives.

5. DEVELOPMENT PLANS

The Lessee shall be guided by an annual Plan of Operation and Maintenance in furtherance of the Lessee's implementing Plan of Recreation Development and Management (Development Plan) attached as **Exhibit "C"** which shows the facilities and services necessary to meet the current and potential public demand and the management and development activities to be undertaken by the Lessee and any sub-lessees. No later than December 15th of each year the Lessee will submit the annual Plan to be mutually agreed on between the Lessee and the Real Estate Contracting Officer. Such annual Plan shall include but is not limited to the following:

- a. Plans for management, maintenance and development activities to be undertaken by the Lessee and any sub-lessees.
- b. Report of the management, maintenance and development accomplishments of the Lessee for the preceding year.
- c. Report on any significant modification of policies or procedures which are planned for the following year as well as those implemented in the preceding year.
- d. Minor modifications to the Development Plan. Major modifications are to be accomplished by amendment to the Plan before proceeding to implement any changes in the development or management of the leased Premises.
- e. Budget of the Lessee for carrying out all activities for the upcoming year.
- f. Personnel to be used in the management of the leased Premises.
- g. Annual certification that all water and sanitary systems on the Premises have been inspected and comply with Federal, state and local standards. Lessee will also provide a statement of compliance with the Rehabilitations Act and the Americans with Disabilities Act, as required in the condition on **NON-DISCRIMINATION**, noting any deficiencies and providing a schedule for correction.
- h. The use and occupation of the Premises shall be subject to the general supervision and approval of the Real Estate Contracting Officer. During the term of the lease, the Real Estate Contracting Officer will notify the Lessee of any updates to the

10.1

LEASE NO. DACW62-1-21-0312

existing project Master Plan affecting the Premises and the Lessee may provide comments.

6. STRUCTURE ANDEQUIPMENT

The Lessee shall have the right, during the term of the lease, to erect such structures and to provide such equipment upon the Premises as may be necessary to furnish the facilities and services authorized. Those structures and equipment shall be and remain the property of the Lessee, except as otherwise provided in the Condition on **RESTORATION**. However, no structures may be erected or altered upon the Premises unless and until the type of use, design, and proposed location or alteration thereof shall have been approved in writing by the Real Estate Contracting Officer. The Real Estate Contracting Officer may require the Lessee, upon the completion of each of the proposed developments to furnish complete "as built" construction plans for all facilities.

7. APPLICABLE LAWS AND REGULATIONS

a. The Lessee shall comply with all applicable Federal laws and regulations and with all applicable laws, ordinances, and regulations of the state, county, and municipality wherein the Premises are located, including, but not limited to, those regarding construction, health, safety, food service, water supply, sanitation, use of pesticides, and licenses or permits to do business. The Lessee shall make and enforce such regulations as are necessary and within its legal authority in exercising the privileges granted in this lease, provided that such regulations are not inconsistent with those issued by the Secretary of the Army or with the provisions of 16 U.S.C. § 460d.

b. The Lessee will provide an annual certification that all water and sanitary systems on the Premises have been inspected and comply with Federal, state and local standards. The Lessee will also provide a statement of compliance with the Rehabilitations Act and the Americans with Disability Act, as required in the condition on **NON-DISCRIMINATION**, noting any deficiencies and providing a schedule for correction.

8. CONDITION OF PREMISES

a. The Lessee acknowledges that it has inspected the Premises, knows its condition, and understands that the same is leased without any representations or warranties whatsoever and without obligation on the part of the United States to make any alterations, repairs, or additions thereto.

9. FACILITIES AND SERVICES

The Lessee shall provide the facilities and services as agreed upon in the

LEASE NO. DACW62-1-21-0312

Development Plan referred to in the Condition on **DEVELOPMENT PLANS** either directly or through subleases or concession agreements that have been reviewed and accepted by the Real Estate Contracting Officer. These subleases or agreements shall state: (1) that they are granted subject to the provisions of this lease; and (2) that the agreement will not be effective until the third-party activities have been approved by the Real Estate Contracting Officer. The Lessee will not allow any third-party activities with a rental to the Lessee or prices to the public which would give the third party an undue economic advantage or circumvent the intent of the Development Plan. The rates and prices charged by the Lessee or its sub-lessees or concessionaires shall be reasonable and comparable to rates charged for similar goods and services by others in the area. The use of sublessees and concessionaires will not relieve the Lessee from the primary responsibility for ensuring compliance with all of the terms and conditions of this lease.

10. TRANSFERS, ASSIGNMENTS, SUBLEASES

10.1

a. Without prior written approval of the Real Estate Contracting Officer, the Lessee shall neither transfer nor assign this lease nor sublet the Premises or any part thereof, nor grant any interest, privilege, or license whatsoever in connection with this lease.

b. The Lessee will not sponsor or participate in timeshare ownership of any structures, facilities, accommodations, or personal property on the Premises. The Lessee will not subdivide nor develop the Premises into private residential development.

11. FEES

Fees may be charged by the Lessee for the entrance to or use of the Premises or any facilities, however, no user fees may be charged by the Lessee or its sub-lessees for use of facilities developed in whole or part with federal funds if a user charge by the Corps of Engineers for the facility would be prohibited under law.

12. ACCOUNTS, RECORDS AND RECEIPTS

All monies received by the Lessee from operations conducted on the Premises, including, but not limited to, entrance, admission and user fees and rental or other consideration received from its concessionaires, may be utilized by the Lessee for the administration, maintenance, operation and development of the Premises. Beginning 5 years from the date of this lease and continuing at 5-year intervals, any such monies not so utilized or programmed for utilization within a reasonable time shall be paid to the Real Estate Contracting Officer. The Lessee shall establish and maintain accurate records and accounts and provide an annual statement of receipts and expenditures to the Real Estate Contracting Officer. Annual or weekly entrance fees not collected on the Project, which also are honored at other recreational areas operated by the Lessee, are excluded from this requirement. The Real Estate Contracting Officer shall have the right to perform audits or to require the Lessee to audit the records and accounts of the

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Lessee, third party concessionaires and sub-lessees, in accordance with auditing standards and procedures promulgated by the American Institute of Certified Public Accountants or by the state, and furnish the Real Estate Contracting Officer with the results of such an audit.

13. PROTECTION OF PROPERTY

The Lessee shall be responsible for any damage that may be caused to property of the United States by the activities of the Lessee under this lease and shall exercise due diligence in the protection of all property located on the Premises against fire or damage from any and all other causes. Any property of the United States damaged or destroyed by the Lessee incident to the exercise of the privileges herein granted shall be promptly repaired or replaced by the Lessee to the satisfaction of the Real Estate Contracting Officer, or at the election of the Real Estate Contracting Officer, reimbursement may be made therefore by the Lessee in an amount necessary to restore or replace the property to a condition satisfactory to the Real Estate Contracting Officer.

10.1

14. RIGHT TO ENTER AND FLOOD

The right is reserved to the United States, its officers, agents, and employees to enter upon the Premises at any time and for any purpose necessary or convenient in connection with Government purposes; to make inspections; to remove timber or other material, except property of the Lessee; to flood the Premises; to manipulate the level of the lake or pool in any manner whatsoever; and/or to make any other use of the land as may be necessary in connection with project purposes, and the Lessee shall have no claim for damages on account thereof against the United States or any officer, agent, or employee thereof.

15. LIGHTS, SIGNALS AND NAVIGATION

There shall be no unreasonable interference with navigation by the exercise of the privileges granted by this lease. If the display of lights and signals on any work hereby authorized is not otherwise provided for by law, such lights and signals as may be prescribed by the Coast Guard or by the Real Estate Contracting Officer shall be installed and maintained by and at the expense of the Lessee.

16. INSURANCE

a. At the commencement of this lease, the Lessee, unless self-insured, and its sub-lessees and concessionaires at the commencement of operating under the terms of this lease as third parties, shall obtain from a reputable insurance company or companies contracts of liability insurance. The insurance shall provide an amount not less than that which is prudent, reasonable and consistent with sound business practices or a minimum Combined Single Limit of \$250,000, whichever is greater, for

LEASE NO. DACW62-1-21-0312

any number of persons or claims arising from any one incident with respect to bodily injuries or death resulting therefrom, property damage, or both, suffered or alleged to have been suffered by any person or persons, resulting from the operations of the Lessee, sub-lessees and concessionaires under the terms of this lease. The Lessee shall require its insurance company to furnish to the Real Estate Contracting Officer a copy of the policy or policies, or, if acceptable to the Real Estate Contracting Officer, certificates of insurance evidencing the purchase of such insurance. The Real Estate Contracting Officer shall have the right to review and revise the amount of minimum liability insurance required.

b. The insurance policy or policies shall specifically provide protection appropriate for the types of facilities, services and products involved; and shall provide that the Real Estate Contracting Officer be given thirty (30) days notice of any cancellation or change in such insurance.

c. In the event the Lessee is self-insured, the Lessee shall certify such self-insurance in writing in the minimum amount specified above to the Real Estate Contracting Officer. The Lessee's insurance status shall not eliminate the requirement for its sub-lessees and concessionaires to have insurance from a reputable insurance carrier as set out above.

d. The Real Estate Contracting Officer may require closure of any or all of the Premises during any period for which the Lessee and/or its sub-lessees and concessionaires do not have the required insurance coverage.

17. RESTORATION

On or before the expiration of this lease or its termination by the Lessee, the Lessee shall vacate the Premises, remove the property of the Lessee, and restore the Premises to a condition satisfactory to the Real Estate Contracting Officer. If, however, this lease is revoked, the Lessee shall vacate the Premises, remove said property therefrom, and restore the Premises to the aforesaid condition within such time as the Real Estate Contracting Officer may designate. In either event, if the Lessee shall fail or neglect to remove said property and restore the Premises, then, at the option of the Real Estate Contracting Officer, said property shall either become the property of the United States without compensation therefor, or the Real Estate Contracting Officer may cause the property to be removed and no claim for damages against the United States or its officers or agents shall be created by or made on account of such removal and restoration work. The Lessee shall also pay the United States on demand any sum which may be expended by the United States after the expiration, revocation, or termination of this lease in restoring the Premises.

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18. NON-DISCRIMINATION

a. The Lessee shall not discriminate against any person or persons or exclude them from participation in the Lessee's operations, programs or activities conducted on the leased Premises, because of race, color, religion, sex, age, handicap, or national origin. The Lessee will comply with the Americans with Disabilities Act and attendant Americans with Disabilities Act Accessibility Guidelines (ADAAG) published by the Architectural And Transportation Barriers Compliance Board.

b. The Lessee, by acceptance of this lease, is receiving a type of Federal assistance and, therefore, hereby gives assurance that it will comply with the provisions of Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d); the Age Discrimination Act of 1975 (42 U.S.C. § 6102); the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794); and all requirements imposed by or pursuant to the Directive of the Department of Defense (32 CFR Part 300) issued as Department of Defense Directives 5500.11 and 1020.1, and Army Regulation 600-7. This assurance shall be binding on the Lessee, its agents, successors, transferees, sublessees' and assignees.

19. SUBJECT TO EASEMENTS

This lease is subject to all existing easements, easements subsequently granted, and established access routes for roadways and utilities located, or to be located, on the Premises, provided that the proposed grant of any new easement or route will be coordinated with the Lessee, and easements will not be granted which will, in the opinion of the Real Estate Contracting Officer, interfere with developments, present or proposed, by the Lessee. The Lessee will not close any established access routes without written permission of the Real Estate Contracting Officer.

20. SUBJECT TO MINERAL INTERESTS

This lease is subject to all outstanding mineral interests. As to federally owned mineral interests, it is understood that they may be included in present or future mineral leases issued by the Bureau of Land Management (BLM) which has responsibility for mineral development on federal lands. The Secretary will provide lease stipulations to BLM for inclusion in said mineral leases that are designed to protect the Premises from activities that would interfere with the Lessee's operations or would be contrary to local law.

21. COMPLIANCE, CLOSURE, REVOCATION AND RELINQUISHMENT

a. The Lessee and/or any sub-lessees or licensees are charged at all times with full knowledge of all the limitations and requirements of this lease, and the necessity for correction of deficiencies, and with compliance with reasonable requests by the Real Estate Contracting Officer. This lease may be revoked in the event that the Lessee

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violates any of the terms and conditions and continues and persists in such non-compliance, or fails to obtain correction of deficiencies by sub-lessees or licensees. The Lessee will be notified of any non-compliance, which notice shall be in writing or shall be confirmed in writing, giving a period of time in which to correct the non-compliance. Failure to satisfactorily correct any substantial or persistent non-compliance within the specified time is grounds for closure of all or part of the Premises, temporary suspension of operation, or revocation of the lease, after notice in writing of such intent. Future requests by the Lessee to extend the lease, expand the Premises, modify authorized activities, or assign the lease shall take into consideration the Lessee's past performance and compliance with the lease terms.

b. This lease may be relinquished by the Lessee by giving one (1) year prior written notice to the Real Estate Contracting Officer in the manner prescribed in the Condition on **NOTICES**.

22. HEALTH AND SAFETY

a. The Lessee shall keep the Premises in good order and in a clean, sanitary, and safe condition and shall have the primary responsibility for ensuring that any sub-lessees and concessionaires operate and maintain the Premises in such a manner.

b. In addition to the rights of revocation for non-compliance, the Real Estate Contracting Officer, upon discovery of any hazardous conditions on the Premises that presents an immediate threat to health and/or danger to life or property, will so notify the Lessee and will require that the affected part or all of the Premises be closed to the public until such condition is corrected and the danger to the public eliminated. If the condition is not corrected within the time specified, the Real Estate Contracting Officer will have the option to: (1) correct the hazardous conditions and collect the cost of repairs from the Lessee; or, (2) revoke the lease. The Lessee and its assignees or sub-lessees shall have no claim for damages against the United States, or any officer, agent, or employee thereof on account of action taken pursuant to this condition.

23. PUBLIC USE

No attempt shall be made by the Lessee, or any of its sub-lessees or concessionaires, to forbid the full use by the public of the Premises and of the water areas of the project, subject, however, to the authority and responsibility of the Lessee to manage the Premises and provide safety and security to the visiting public.

24. PROHIBITED USES

a. The Lessee shall not permit gambling on the Premises or install or operate, or permit to be installed or operated thereon, any device which is illegal, or use the Premises or permit them to be used for any illegal business or purpose. There shall not

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be conducted on or permitted upon the Premises any activity which would constitute a nuisance.

b. As an exception, some games of chance, such as raffles, games and sporting events, may be conducted by nonprofit organizations under special use permits issued in conjunction with special events, if permissible by state and local law. Any request to conduct such activities must be submitted in writing to the Real Estate Contracting Officer.

c. In accordance with state and local laws and regulations, the Lessee may sell, store, or dispense, or permit the sale, storage, or dispensing of beer, malt beverages, light wines or other intoxicating beverages on the Premises in those facilities where such service is customarily found. Bar facilities will only be permitted if offered in connection with other approved activities. Advertising of such beverages outside of buildings is not permitted. Carry out package sales of hard liquor is prohibited.

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25. NATURAL RESOURCES

The Lessee shall cut no timber, conduct no mining operations, remove no sand, gravel, or kindred substances from the ground, commit no waste of any kind, nor in any manner substantially change the contour or condition of the Premises, except as may be authorized under and pursuant to the Development Plan described in the Condition on **DEVELOPMENT PLANS** herein. The Lessee may salvage fallen or dead timber; however, no commercial use shall be made of such timber. Except for timber salvaged by the Lessee when in the way of construction of improvements or other facilities, all sales of forest products will be conducted by the United States and the proceeds therefrom shall not be available to the Lessee under the provisions of this lease.

26. DISPUTES CLAUSE

a. Except as provided in the Contract Disputes Act of 1978 (41 U.S.C. 1701-1709) (the Act), all disputes arising under or relating to this lease shall be resolved under this clause and the provisions of the Act.

b. "Claim", as used in this clause, means a written demand or written assertion by the Lessee seeking, as a matter of right, the payment of money in a sum certain, the adjustment of interpretation of lease terms, or other relief arising under or relating to this lease. A claim arising under this lease, unlike a claim relating to this lease, is a claim that can be resolved under a lease clause that provides for the relief sought by the Lessee. However, a written demand or written assertion by the Lessee seeking the payment of money exceeding \$100,000 is not a claim under the Act until certified as required by subparagraph c.(2) below. The routine request for rental payments that is not in dispute is not a claim under the Act. The request may be converted to a claim under the Act, by this clause, if it is disputed either as a liability or amount or is not acted upon in a reasonable time.

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c.

(1) A Claim by the Lessee shall be made in writing and submitted to the Real Estate Contracting Officer for a written decision. A claim by the Government against the Lessee shall be subject to a written decision by the Real Estate Contracting Officer.

(2) For Lessee claims exceeding \$100,000, the Lessee shall submit with the claim a certification that-

(i) the claim is made in good faith; and

(ii) supporting data are accurate and complete to the best of the Lessee's knowledge and belief;

(iii) and the amount requested accurately reflects the lease adjustment for which the Lessee believes the Government is liable.

(3) If the Lessee is an individual, the certificate shall be executed by that individual. If the Lessee is not an individual, the certification shall be executed by -

(i) a senior company official in charge of the Lessee's location involved; or

(ii) an officer or general partner of the Lessee having overall responsibility of the conduct of the Lessee's affairs.

d. For Lessee claims of \$100,000 or less, the Real Estate Contracting Officer must, if requested in writing by the Lessee, render a decision within 60 days of the request. For Lessee-certified claims over \$100,000, the Real Estate Contracting Officer must, within 60 days, decide the claim or notify the Lessee of the date by which the decision will be made.

e. The Real Estate Contracting Officer's decision shall be final unless the Lessee appeals or files a suit as provided in the Act.

f. At the time a claim by the Lessee is submitted to the Real Estate Contracting Officer or a claim by the Government is presented to the Lessee, the parties, by mutual consent, may agree to use alternative means of dispute resolution. When using alternate dispute resolution procedures, any claim, regardless of amount, shall be accompanied by the certificate described in paragraph c.(2) of this clause, and executed in accordance with paragraph c.(3) of this clause.

g. The Government shall pay interest on the amount found due and unpaid by the Government from (1) the date the Real Estate Contracting Officer received the claim (properly certified if required), or (2) the date payment otherwise would be due, if that date is later, until the date of payment. Simple interest on claims shall be paid at the

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rate, fixed by the Secretary of the Treasury as provided in the Act, which is applicable to the period during which the Real Estate Contracting Officer receives the claim and then at the rate applicable for each 6-month period as fixed by the Treasury Secretary during the pendency of the claim. Rental amounts due to the Government by the Lessee will have interest and penalties as set out in the condition on **CONSIDERATION**.

h. The Lessee shall proceed diligently with the performance of the lease, pending final resolution of any request for relief, claim, or action arising under the lease, and comply with any decision of the Real Estate Contracting Officer.

27. ENVIRONMENTAL PROTECTION

a. Within the limits of their respective legal powers, the parties to this lease shall protect the project against pollution of its air, ground, and water. The Lessee shall comply promptly with any laws, regulations, conditions or instructions affecting the activity hereby authorized, if and when issued by the Environmental Protection Agency, or any Federal, state, interstate or local governmental agency having jurisdiction to abate or prevent pollution. The disposal of any toxic or hazardous materials within the leased area is specifically prohibited. Such regulations, conditions, or instructions in effect or prescribed by the Environmental Protection Agency, or any Federal, state, interstate or local governmental agency, are hereby made a condition of this lease. The Lessee shall require all sanitation facilities on boats moored at the Lessee's facilities, including rental boats, to be sealed against any discharge into the lake. Services for waste disposal, including sewage pump-out of watercraft, shall be provided by the Lessee as appropriate. The Lessee shall not discharge waste or effluent from the Premises in such a manner that the discharge will contaminate streams or other bodies of water or otherwise become a public nuisance.

b. The Lessee will use all reasonable means available to protect the environment and natural resources, and where damage nonetheless occurs from activities of the Lessee, the Lessee shall be liable to restore the damaged resources.

c. The Lessee must obtain approval in writing from said officer before any pesticides or herbicides are applied to the Premises.

28. PRELIMINARY ASSESSEMENT SCREENING

A Preliminary Assessment Screening (PAS) documenting the known history of the property with regard to the storage, release or disposal of hazardous substances thereon, is attached hereto and made a part hereof as **Exhibit "D"**. Upon expiration, revocation or relinquishment of this lease another PAS shall be prepared which will document the environmental condition of the property at that time. A comparison of the two assessments will assist the said officer in determining any environmental restoration requirements. Any such requirements will be completed by the Lessee in accordance with the condition on **RESTORATION**.

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29. HISTORIC PRESERVATION

The Lessee shall not remove or disturb, or cause or permit to be removed or disturbed, any historical, archeological, architectural or other cultural artifacts, relics, remains or objects of antiquity. In the event such items are discovered on the Premises, the Lessee shall immediately notify said officer and protect the site and the material from further disturbance until said officer gives clearance to proceed.

30. SOIL AND WATER CONSERVATION

The Lessee shall maintain in a manner satisfactory to the Real Estate Contracting Officer, all soil and water conservation structures that may be in existence upon said Premises at the beginning of, or that may be constructed by the Lessee during the term of, this lease, and the Lessee shall take appropriate measures to prevent or control soil erosion within the Premises. Any soil erosion occurring outside the Premises resulting from the activities of the Lessee shall be corrected by the Lessee as directed by the Real Estate Contracting Officer.

31. TRANSIENT USE

a. Camping, including transient trailers or recreational vehicles, at one or more campsites for a period longer than thirty (30) days during any sixty (60) consecutive day period is prohibited. The Lessee will maintain a ledger and reservation system for the use of any such campsites.

b. Occupying any lands, buildings, vessels or other facilities within the Premises for the purpose of maintaining a full- or part-time residence is prohibited, except for employees residing on the Premises for security purposes, if authorized by the Real Estate Contracting Officer.

32. COVENANT AGAINST CONTINGENT FEES

The Lessee warrants that no person or selling agency has been employed or retained to solicit or secure this lease upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or established commercial or selling agencies maintained by the Lessee for the purpose of securing business. For breach or violation of this warranty, the United States shall have the right to annul this lease without liability or, in its discretion, to require the Lessee to pay, in addition to the lease rental or consideration, the full amount of such commission, percentage, brokerage, or contingent fee.

33. OFFICIALS NOT TO BENEFIT

No Member of or Delegate to Congress or Resident Commissioner shall be

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admitted to any share or part of this lease or to any benefits to arise therefrom. However nothing herein contained shall be construed to extend to any incorporated company if the lease be for the general benefit of such corporation or company.

34. MODIFICATIONS

This lease contains the entire agreement between the parties hereto, and no modification of this agreement, or waiver, or consent hereunder shall be valid unless the same be in writing, signed by the parties to be bound or by a duly authorized representative and this provision shall apply to this condition as well as all other conditions of this lease.

35. DISCLAIMER

This lease is effective only insofar as the rights of the United States in the Premises are concerned; and the Lessee shall obtain such permission as may be required on account of any other existing rights. It is understood that the granting of this lease does not eliminate the necessity of obtaining any Department of the Army permit which may be required pursuant to the provisions of Section 10 of the Rivers and Harbors Act of 3 March 1899 (30 Stat. 1151; 33 U.S.C. § 403), or Section 404 of the Clean Water Act (33 U.S.C. § 1344).

36. EXECUTIVE ORDER 13658

Any reference in this section to "prime contractor" or "contractor" shall mean the Lessee and any reference to "contract" shall refer to the Lease.

The parties expressly stipulate this contract is subject to Executive Order 13658, the regulations issued by the Secretary of labor in 29 CFR Part 10 pursuant to the Executive Order, and the following provisions.

a. Minimum Wages.

(1) Each worker (as defined in 29 CFR 10.2) engaged in the performance of this contract by the prime contractor or any subcontractor, regardless of any contractual relationship which may be alleged to exist between the contractor and worker, shall be paid not less than the applicable minimum wage under Executive Order 13658.

(2) The minimum wage required to be paid to each worker performing work on or in connection with this contract between January 1, 2015 and December 31, 2015 shall be \$10.10 per hour. The minimum wage shall be adjusted each time the Secretary of Labor's annual determination of the applicable minimum wage under section 2(a)(ii) of Executive Order 13658 results in a higher minimum wage. Adjustments to the Executive Order minimum wage under section 2(a)(ii) of Executive Order 13658 will be effective for all workers subject to the Executive Orders beginning January 1 of the

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following year. If appropriate, the contracting officer, or other agency official overseeing this contract shall ensure the contractor is compensated only for the increase in labor costs resulting from the annual inflation increases in the Executive Order 13658 minimum wage beginning on January 1, 2016. The Secretary of Labor will publish annual determinations in the Federal Register no later than 90 days before such new wage is to take effect. The Secretary will also publish the applicable minimum wage on www.wdol.gov (or any successor Web site). The applicable published minimum wage is incorporated by reference into this contract.

(3) The contractor shall pay unconditionally to each worker all wages due free and clear and without subsequent deduction (except as otherwise provided by 29 CFR 10.23), rebate, or kickback on any account. Such payments shall be made no later than one pay period following the end of the regular pay period in which such wages were earned or accrued. A pay period under this Executive Order may not be of any duration longer than semi-monthly.

(4) The prime contractor and any upper-tier subcontractor shall be responsible for the compliance by any subcontractor or lower-tier subcontractor with the Executive Order minimum wage requirements. In the event of any violation of the minimum wage obligation of this clause, the contractor and any subcontractor(s) responsible therefore shall be liable for the unpaid wages.

(5) If the commensurate wage rate paid to a worker on a covered contract whose wages are calculated pursuant to a special certificate issued under 29 U.S.C. 214(c), whether hourly or piece rate, is less than the Executive Order minimum wage, the contractor must pay the Executive Order minimum wage rate to achieve compliance with the Order. If the commensurate wage due under the certificate is greater than the Executive Order minimum wage, the contractor must pay the 14(c) worker the greater commensurate wage.

b. Withholding. The agency head shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld from the prime contractor under this or any other Federal contract with the same prime contractor, so much of the accrued payments or advances as may be considered necessary to pay workers the full amount of wages required by Executive Order 13658.

c. Contract Suspension/Contract Termination/Contractor Debarment. In the event of a failure to pay any worker all or part of the wages due under Executive Order 13658 or 29 CFR Part 10, or a failure to comply with any other term or condition of Executive Order 13658 or 29 CFR Part 10, the contracting agency may on its own action or after authorization or by direction of the Department of Labor and written notification to the contractor, take action to cause suspension of any further payment, advance or guarantee of funds until such violations have ceased. Additionally, any failure to comply with the requirements of this clause may be grounds for termination of

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the right to proceed with the contract work. In such event, the Government may enter into other contracts or arrangements for completion of the work, charging the contractor in default with any additional cost. A breach of the contract clause may be grounds for debarment as a contractor and subcontractor as provided in 29 CFR 10.52.

d. The contractor may not discharge any part of its minimum wage obligation under Executive Order 13658 by furnishing fringe benefits or, with respect to workers whose wages are governed by the Service Contract Act, the cash equivalent thereof.

e. Nothing herein shall relieve the contractor of any obligation under Federal, State or local law, or under contract, for the payment of a higher wage to any worker, nor shall a lower prevailing wage under any such Federal, State, or local law, or under contract, entitle a contractor to pay less than \$10.10 (or the minimum wage as established each January thereafter) to any worker.

f. Payroll Records.

(1) The contractor shall made and maintain for three years of records containing the information specified in paragraphs f(1)(i) through (vi) of this section for each worker and shall make the records available for inspection and transcription by authorized representative of the Wage and Hour Division of the U.S. Department of Labor:

- (i) Name, address, and social security number.
- (ii) The worker's occupation(s) or classification(s).
- (iii) The rate or rates of wages paid.
- (iv) The number of daily and weekly hours worked by each worker.
- (v) Any deductions made; and
- (vi) Total wages paid.

(2) The contractor shall also make available a copy of the contract, as applicable, for inspection or transcription by authorized representatives of the Wage and Hour Division.

(3) Failure to make and maintain or to make available such records for inspection and transcription shall be a violation of 29 CFR Part 10 and this contract, and in the cause of failure to produce such records, the contracting officer, upon direction of an authorized representative of the Department of Labor, or under its own action, shall take such action as may be necessary to cause suspension of any further payment or advance of funds until such time as the violations are discontinued.

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(4) The contractor shall permit authorized representative of the Wage and Hour Division to conduct investigation, including interviewing workers at the worksite during normal working hours.

(5) Nothing in this clause limits or otherwise modifies the contractor's payroll and recordkeeping obligations, if any, under the Davis-Bacon Act, as amended, and its implementing regulation; the Service Contract Act, as amended, and its implementing regulations; the Fair Labor Standards Act, as amended, and its implementing regulations; or any other applicable law.

g. The contractor (as defined in 29 CFR 10.2) shall insert this clause in all of its covered subcontracts and shall require its subcontractors to include this clause in any covered lower-tier subcontracts. The prime contractor and any upper-tier subcontractor shall be responsible for the compliance by any subcontractor or lower-tier subcontractor with this contract clause.

h. Certification of Eligibility.

(1) By entering into this contract, the contractor (an officials thereof) certifies that neither it (nor he or she) nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of the sanctions imposed pursuant to section 5 of the Service Contract Act, section 3(a) of the Davis-Bacon Act, or 29 CFR 5.12(a)(1).

(2) No part of this contract shall be subcontracted to any person or firm whose name appears on the list of persons or firms ineligible to receive Federal contracts.

(3) The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

i. Tipped employees. In paying wages to a tipped employee as defined in section 3(t) of the Fair Labor Standards Act, 29 U.S.C 203(t), the contractor may take a partial credit against the wage payment obligation (tip credit) to the extent permitted under section 3(a) of Executive Order 13658. In order to take such a tip credit, the employee must receive an amount of tips at least equal to the amount of the credit taken; where the tipped employee does not receive sufficient tips to equal the amount of the tip credit the contractor must increase the cash wage paid for the workweek so that the amount of cash wage paid and the tips received by the employee equal the applicable minimum wage under Executive Order 13658. To utilize this proviso:

(1) The employer must inform the tipped employee in advance of the use of the tip credit;

(2) The employer must inform the tipped employee of the amount of cash

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wage that will be paid and the additional amount by which the employee's wages will be considered increased on account of the tip credit;

(3) The employees must be allowed to retain all tips (individually or through a pooling arrangement and regardless of whether the employer elects to take a credit for tips received); and

(4) The employer must be able to show by records that the tipped employee received at least the applicable Executive Order minimum wage through the combination of direct wages and tip credit.

j. Anti-retaliation. It shall be unlawful for any person to discharge or in any other manner discriminate against any worker because such worker has filed any complaint or instituted or caused to be instituted any proceeding under or related to Executive Order 13658 or 29 CFR Part 10, or has testified or is about to testify in any such proceeding.

k. Disputes concerning labor standards. Disputes related to the application of Executive Order 13658 to this contract shall not be subject to the general disputes clause of the contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR Part 10. Disputes within the meaning of this contract clause include disputes between the contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the workers or their representatives.

l. Notice. The contractor must notify all workers performing work on or in connection with a covered contract of the applicable minimum wage rate under the Executive Order. With respect to service employees on contracts covered by the Service Contract Act and laborers and mechanics on contracts covered by the Davis-Bacon Act, the contractor may meet this requirement by posting, in a prominent and accessible place at the worksite, the applicable wage determination under those statutes. With respect to workers performing work on or in connection with a covered contract whose wages are governed by the FLSA, the contractor must post a notice provided by the Department of Labor in a prominent and accessible place at the worksite so it may be readily seen by workers. Contractors that customarily post notices to workers electronically may post the notice electronically provided such electronic posting is displayed prominently on any Web site that is maintained by the contractor, whether external or internal, and customarily used for notices to workers about terms and conditions of employment.

m. If a duly authorized representative of the United States discovers or determines, whether before or subsequent to executing this contract, that an erroneous determination regarding the applicability of Executive Order 13658 was made, contractor, to the extent permitted by law, agrees to indemnify and hold harmless the United States, its officers, agents, and employees, for and from any and all liabilities,

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losses, claims, expenses, suites, fines, penalties, judgments, demands or actions, costs, fees, and damages directly or indirectly arising out of, caused by, related to, resulting from or in any way predicated upon, in whole or in part, the erroneous Executive Order 13658 determination. This includes contractor releasing any claim or entitlement it would otherwise have to an equitable adjustment to the contract and indemnifying and holding harmless the United States from the claims of subcontractors and contractor employees .

37. EXECUTIVE ORDER 13706

Any reference in this section to "prime contractor" or "contractor" shall mean the Lessee and any reference to "contract" shall refer to the Lease.

(a) Executive Order 13706. This contract is subject to Executive Order 13706, the regulations issued by the Secretary of Labor in 29 CFR part 13 pursuant to the Executive Order, and the following provisions.

(b) Paid Sick Leave.

(1) The contractor shall permit each employee (as defined in 29 CFR 13.2) engaged in the performance of this contract by the prime contractor or any subcontractor, regardless of any contractual relationship that may be alleged to exist between the contractor and employee, to earn not less than 1 hour of paid sick leave for every 30 hours worked. The contractor shall additionally allow accrual and use of paid sick leave as required by Executive Order 13706 and 29 CFR part 13. The contractor shall in particular comply with the accrual, use, and other requirements set forth in 29 CFR 13.5 and 13.6, which are incorporated by reference in this contract.

(2) The contractor shall provide paid sick leave to all employees when due free and clear and without subsequent deduction (except as otherwise provided by 29 CFR 13.24), rebate, or kickback on any account. The contractor shall provide pay and benefits for paid sick leave used no later than one pay period following the end of the regular pay period in which the paid sick leave was taken.

(3) The prime contractor and any upper-tier subcontractor shall be responsible for the compliance by any subcontractor or lower-tier subcontractor with the requirements of Executive Order 13706, 29 CFR part 13, and this clause.

(c) Withholding. The contracting officer shall, upon its own action or upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the prime contractor under this or any other Federal contract with the same prime contractor, so much of the accrued payments or advances as may be considered necessary to pay employees the full amount owed to compensate for any violation of the requirements of Executive Order 13706, 29 CFR part 13, or this clause,

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including any pay and/or benefits denied or lost by reason of the violation; other actual monetary losses sustained **as a** direct result of the violation, and liquidated damages.

(d) Contract Suspension/Contract Termination/Contractor Debarment. In the event of a failure to comply with Executive Order 13706, 29 CFR part 13, or this clause, the contracting agency may on its own action or after authorization or by direction of the Department of Labor and written notification to the contractor, take action to cause suspension of any further payment, advance, or guarantee of funds until such violations have ceased. Additionally, any failure to comply with the requirements of this clause may be grounds for termination of the right to proceed with the contract work. In such event, the Government may enter into other contracts or arrangements for completion of the work, charging the contractor in default with any additional cost. A breach of the contract clause may be grounds for debarment as a contractor and subcontractor as provided in 29 CFR 13.52.

(e) The paid sick leave required by Executive Order 13706, 29 CFR part 13, and this clause is in addition to a contractor's obligations under the Service Contract Act and Davis Bacon Act, and a contractor may not receive credit toward its prevailing wage or fringe benefit obligations under those Acts for any paid sick leave provided in satisfaction of the requirements of Executive Order 13706 and 29 CFR part 13.

(f) Nothing in Executive Order 13706 or 29 CFR part 13 shall excuse noncompliance with or supersede any applicable Federal or State law, any applicable law or municipal ordinance, or a collective bargaining agreement requiring greater paid sick leave or leave rights than those established under Executive Order 13706 and 29 CFR part 13.

(g) Record keeping.

(1) Any contractor performing work subject to Executive Order 13706 and 29 CFR part 13 must make and maintain, for no less than three (3) years from the completion of the work on the contract, records containing the information specified in paragraphs (i) through (v) of this section for each employee and shall make them available for inspection, copying, and transcription by authorized representatives of the Wage and Hour Division of the U.S. Department of Labor:

- (i) Name, address, and Social Security number of each employee;
- (ii) The employee's occupation(s) or classification(s);
- (iii) The rate or rates of wages paid (including all pay and benefits provided);
- (iv) The number of daily and weekly hours worked;
- (v) Any deductions made;

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- period;
- (vi) The total wages paid (including all pay and benefits provided) each pay period;
 - (vii) A copy of notifications to employees of the amount of paid sick leave the employee has accrued, as required under 29 CFR 13.5(a)(2);
 - (viii) A copy of employees' requests to use paid sick leave, if in writing, or, if not in writing, any other records reflecting such employee requests;
 - (ix) Dates and amounts of paid sick leave taken by employees (unless a contractor's paid time off policy satisfies the requirements of Executive Order 13706 and 29 CFR part 13 as described in §13.5(f)(5), leave must be designated in records as paid sick leave pursuant to Executive Order 13706);
 - (x) A copy of any written responses to employees' requests to use paid sick leave, including explanations for any denials of such requests, as required under 29 CFR 13.5(d)(3);
 - (xi) Any records reflecting the certification and documentation a contractor may require an employee to provide under 29 CFR 13.S(e), including copies of any certification or documentation provided by an employee;
 - (xii) Any other records showing any tracking of or calculations related to an employee's accrual or use of paid sick leave;
 - (xiii) The relevant covered contract;
 - (xiv) The regular pay and benefits provided to an employee for each use of paid sick leave; and;
 - (xv) Any financial payment made for unused paid sick leave upon a separation from employment intended, pursuant to 29 CFR 13.5(b)(5), to relieve a contractor from the obligation to reinstate such paid sick leave as otherwise required by 29 CFR 13.5(b)(4).

(2)(i) If a contractor wishes to distinguish between an employee's covered and non-covered work, the contractor must keep records or other proof reflecting such distinctions. Only if the contractor adequately segregates the employee's time will time spent on non-covered work be excluded from hours worked counted toward the accrual of paid sick leave. Similarly, only if that contractor adequately segregates the employee's time may a contractor properly refuse an employee's request to use paid sick leave on the ground that the employee was scheduled to perform non-covered work during the time she asked to use paid sick leave.

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(ii) If a contractor estimates covered hours worked by an employee who performs work in connection with covered contracts pursuant to 29 CFR 13.5(a)(i) or (iii), the contractor must keep records or other proof of the verifiable information on which such estimates are reasonably based. Only if the contractor relies on an estimate that is reasonable and based on verifiable information will an employee's time spent in connection with non-covered work be excluded from hours worked counted toward the accrual of paid sick leave. If a contractor estimates the amount of time an employee spends performing in connection with covered contracts, the contractor must permit the employee to use her paid sick leave during any work time for the contractor.

(3) In the event a contractor is not obligated by the Service Contract Act, the Davis Bacon Act, or the Fair Labor Standards Act to keep records of an employee's hours worked, such as because the employee is exempt from the FLSA's minimum wage and overtime requirements, and the contractor chooses to use the assumption permitted by 29 CFR 13.5(a)(i)(iii), the contractor is excused from the requirement in paragraph (1)(d) of this section to keep records of the employee's number of daily and weekly hours worked.

(4)(i) Records relating to medical histories or domestic violence, sexual assault, or stalking, created for purposes of Executive Order 13706, whether of an employee or an employee's child, parent, spouse, domestic partner, or other individual related by blood or affinity whose close association with the employee is the equivalent of a family relationship, shall be maintained as confidential records in separate files/records from the usual personnel files.

(ii) If the confidentiality requirements of the Genetic Information Nondiscrimination Act of 2008 (GINA), section 503 of the Rehabilitation Act of 1973, and/or the Americans with Disabilities Act (ADA) apply to records or documents created to comply with the recordkeeping requirements in this contract clause, the records and documents must also be maintained in compliance with the confidentiality requirements of the GINA, section 503 of the Rehabilitation Act of 1973, and/or ADA as described in 29 CFR 1635.9, 41CFR60-741.23(d), and 29 CFR 1630.14(c)(1), respectively.

(iii) The contractor shall not disclose any documentation used to verify the need to use 3 or more consecutive days of paid sick leave for the purposes listed in 29 CFR 13.5(c)(i)(iv) (as described in 29 CFR 13.5(e)(i)(ii)) and shall maintain confidentiality about any domestic abuse, sexual assault, or stalking, unless the employee consents or when disclosure is required by law.

(5) The contractor shall permit authorized representatives of the Wage and Hour Division to conduct interviews with employees at the worksite during normal working hours.

(6) Nothing in this contract clause limits or otherwise modifies the contractor's record keeping obligations, if any, under the Davis-Bacon Act, the Service Contract Act, the Fair

10.1

LEASE NO. DACW62-1-21-0312

Labor Standards Act, the Family and Medical Leave Act, Executive Order 13658, their respective implementing regulations, or any other applicable law.

(h) The contractor (as defined in 29 CFR 13.2) shall insert this clause in all of its covered subcontracts and shall require its subcontractors to include this clause in any covered lower-tier subcontracts.

(i) Certification of Eligibility.

(1) By entering into this contract, the contractor (and officials thereof) certifies that neither it (nor he or she) nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of the sanctions imposed pursuant to section 5 of the Service Contract Act, section 3(a) of the Davis-Bacon Act, or 29 CFR 5.12(a)(1).

(2) No part of this contract shall be subcontracted to any person or firm whose name appears on the list of persons or firms ineligible to receive Federal contracts currently maintained on the System for Award Management Web site, <http://www.SAM.gov>.

(3) The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

(j) Interference/Discrimination.

(1) A contractor may not in any manner interfere with an employee's accrual or use of paid sick leave as required by Executive Order 13 706 or 29 CFR part 13. Interference includes, but is not limited to, miscalculating the amount of paid sick leave an employee has accrued, denying or unreasonably delaying a response to a proper request to use paid sick leave, discouraging an employee from using paid sick leave, reducing an employee's accrued paid sick leave by more than the amount of such leave used, transferring an employee to work on non-covered contracts to prevent the accrual or use of paid sick leave, disclosing confidential information contained in certification or other documentation provided to verify the need to use paid sick leave, or making the use of paid sick leave contingent on the employee's finding a replacement worker or the fulfillment of the contractor's operational needs.

(2) A contractor may not discharge or in any other manner discriminate against any employee for:

(i) Using, or attempting to use, paid sick leave as provided for under Executive Order 13706 and 29 CFR part 13;

(ii) Filing any complaint, initiating any proceeding, or otherwise asserting any right or claim under Executive Order 13 706 and 29 CFR part 13;

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(iii) Cooperating in any investigation or testifying in any proceeding under Executive Order 13706 and 29 CFR part 13; or

(iv) Informing any other person about his or her rights under Executive Order 13706 and 29 CFR part 13.

(k) Waiver. Employees cannot waive, nor may contractors induce employees to waive, their rights under Executive Order 13706, 29 CFR part 13, or this clause.

(l) Notice. The contractor must notify all employees performing work on or in connection with a covered contract of the paid sick leave requirements of Executive Order 13706, 29 CFR part 13, and this clause by posting a notice provided by the Department of Labor in a prominent and accessible place at the worksite so it may be readily seen by employees. Contractors that customarily post notices to employees electronically may post the notice electronically, provided such electronic posting is displayed prominently on any Web site that is maintained by the contractor, whether external or internal, and customarily used for notices to employees about terms and conditions of employment.

(m) Disputes concerning labor standards. Disputes related to the application of Executive Order 13706 to this contract shall not be subject to the general disputes clause of the contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR part 13. Disputes within the meaning of this contract clause include disputes between the contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives.

38. SUCCESSION

This lease supersedes and is in lieu of Department of the Army Lease No. DACW62-1-96-0240.

THE REMAINDER OF THIS PAGES WAS LEFT INTENTIONALLY BLANK

LEASE NO. DACW62-1-21-0312

IN WITNESS WHEREOF, I have hereunto set my hand by authority of the Secretary of the Army this _____ day of _____, 202__.

Michael T. Abernathy
District Chief of Real Estate
Real Estate Contracting Officer

10.1

ACKNOWLEDGMENT

STATE OF TENNESSEE)
COUNTY OF DAVIDSON)

SS

On this _____ day of _____, 202__, before me the undersigned Notary Public, personally appeared, Michael T. Abernathy, Chief, Real Estate Division, Real Estate Contracting Officer, U.S. Army Corps of Engineers, Nashville District, known to me to be the person described in the foregoing instrument, who acknowledged that he executed the same in the capacity therein stated and for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

Notary Public

My Commission Expires:

LEASE NO. DACW62-1-21-0312

THIS LEASE is also executed by the Lessee this ____ day of _____ - 202__.

Philip Oldham, President
Tennessee Technological University

ACKNOWLEDGMENT

10.1

STATE OF _____: **ss**

COUNTY OF _____

On this ____ day of _____, 202__, before me the undersigned Notary Public, personally appeared _____, known to me to be the person described in the foregoing instrument, who acknowledged that he executed the same in the capacity therein stated and for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

Notary Public

My Commission Expires:

LEASE NO. DACW62-1-21-0312

CORPORATE CERTIFICATE

I, Philip Oldham certify that I am the President of the **Tennessee Technological University**; that Philip Oldham who signed the foregoing instrument on behalf of the university was then President of the University. I further certify that the said officer was acting within the scope of the powers delegated to his officer by the governing body of the university in executing said instrument.

10.1

Date _____

Corporate Secretary or other appropriate officer
(Excluding the officer executing the instrument)

{Corporate Seal}

LEASE NO. DACW62-1-21-0312

THIS INSTRUMENT PREPARED BY:

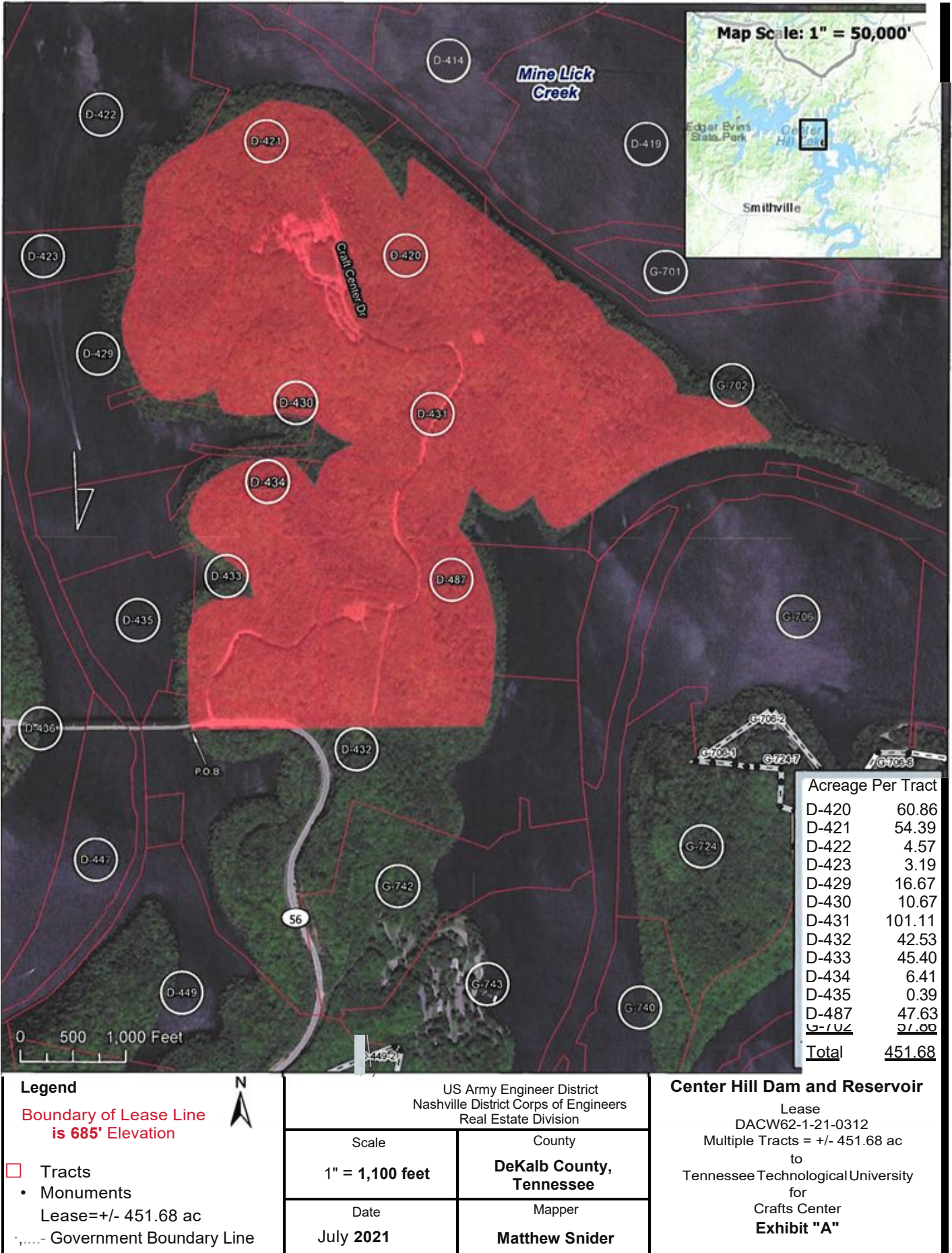
Tony Bryson, Realty Specialist
U.S. Army Corps of Engineers
110 9th Avenue South, Room A-405
Nashville, Tennessee 37203

REVIEWED FOR LEGAL SUFFICIENCY BY:



Sanja Bogdanovic
Assistant District Counsel
615-736-7997

10.1



10.1

Lease DACW62-1-21-0312
To the Joe L. Evins Appalachian Center for Crafts for Crafts Center
Center Hill Dam and Reservoir
DeKalb County, Tennessee
Exhibit "B"

OWNER: U.S. Government, U.S. Army Corps of Engineers

451.68 ac

A tract of land located in the State of Tennessee, County of DeKalb, City of Smithville, located southwest of Cookeville, North of State Highway 56, on Craft Center Drive, along the waters of Mine Lick Creek of Center Hill Lake, USA Government owned property at the following location:

Commencing from a point approximately N 33°09' 17" W 3,557.78 feet from USA Monument 0-449-2 with the approximate coordinates N: 617,232.71, E: 2,044,714.77;

Thence following the meanders of the 685' Elevation (MSL), said elevation being the Lease Line, approximately 26,060 feet to a point;

Thence S 89°00'25" W 2,766.76 feet to the point of beginning, containing 451.68 ac, more or less;

The parcel described contains a portion of USA Government owned tracts 0-420, 0-421, 0-422, D-423, 0-429, 0-430, 0-431, 0-432, 0-433, 0-434, 0-435, D-487, and G-702. The Government boundary line in the foregoing description is based on survey sheet D and G for Center Hill Dam and Reservoir performed in 1951. The Lease line of the foregoing description is based on information provided on Exhibit "A" of the Lease document that is depicted using Survey, Geographic Information Systems technology and NAO 1983 Tennessee State Plane Coordinates. It is the intention of the foregoing description to include all public property managed by the Corps of Engineers that is included in the Lease granted to the Joe L. Evins Appalachian Center for Crafts for Crafts Center.

10.1

Exhibit "B"

Tennessee Tech University

Joe L. Evins Appalachian Center for Crafts

Use & Development Plan

Year 1 Development and Use (2020):	Cost Estimates:
• Trim Trees at overlook to provide better lake view.	\$2,000
• Maintenance/repair of guard-rail along road.	\$1,500
• Trim area around picnic area to accommodate outside dining.	\$500
• Maintain and improve existing trail system.	\$1,000
• Replace and repair sections of roadside guardrail damaged by Fallen trees.	\$1,500
• Replace aging appliances in housing: AC units and refrigeration.	\$9,000
• Replace roofing on studio buildings.	\$1,500,000
• Conduct commercial grade cleaning and repair of kitchen/cafe.	\$5,000
Year 1 Total:	\$1,520,500

Year 2 Development and Use (2021):	Cost Estimates:
• Install electrical phase loss monitors to protect essential electrical infrastructure on several systems equipment, such as water distribution pumps, fire system pump.	\$1,500
• Trim and cut Army Corps of Engineers approved trees along Craft Center Drive, overlook, and campus buildings.	\$5,000
• Install new valves and reconfigure associated piping for the boiler pumps.	\$7,000
• Trim trees near housing to reduce storm damage.	\$2,000
• Maintenance/ repair of guard-rail along road.	\$1,500
• Trim area around picnic area to accommodate outside dining.	\$500
• Maintain and improve existing trail system.	\$1,000
Year 2 Total:	\$18,500

10.1

Year 3 Development and Use (2022):

Cost Estimates:

• Refresh paint on signage.	\$500
• Replace roofs, gutter, and windows in housing units.	\$ 120,000 1,200,000
• Replace HVAC in admin building.	\$160,000
• Replace damaged siding on main studio/ admin buildings.	\$8,000
• Replace galvanized piping with HOPE piping in the water distribution pump building.	\$30,000
• Install isolation valves on the propane system to allow for maintenance shutdowns and repairs w/o shutting down main glass furnace in glass studio.	\$9,000
• Maintenance/ repair of guard-rail along road.	\$1,500
• Trim area around picnic area to accommodate outside dining.	\$500
• Maintain and improve existing trail system.	\$1,000

Year 3 Total: \$330,500~~1,410,500~~

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Year 4 Development and Use (2023):

Cost Estimates:

• Replace main compressor in the boiling room.	\$10,000
• Install protective coating on the inside part of the chiller cooling tower.	\$35,000
• Install new HOPE piping from chiller unit to cooling tower.	\$35,000
• Install upgrades to HVAC pneumatic controls system to a digital controls system.	\$200,000
• Maintenance/ repair of guard-rail along road.	\$1,500
• Trim area around picnic area to accommodate outside dining.	\$500
• Maintain and improve existing trail system.	\$1,000

Year 4 Total: \$283,000

Year 5/6 Development and Use (2024-2025):

Cost Estimates:

• Install handrails along steps to wastewater treatment system.	\$5,000
• Make necessary repairs and maintenance to overlook gazebo.	\$6,000
• Install air dampers in glass studio entrance and on woodstudio Torit dust system.	\$25,000
• Replace chiller piping insulation for all buildings (2024-2025).	\$150,000
• Replace door locks throughout campus (2025).	\$20,000
• Install permanent back-up generator to power the fire pumps, Water distribution pumps, lighting, and boiler system during Blackouts (2025).	\$100,000
• Repair small ceiling suspended HVAC units (2025).	\$20,000

• Maintenance/ repair of guard-rail along road.	\$1,500
• Trim area around picnic area to accommodate outside dining.	\$500
• Maintain and improve existing trail system.	\$1,000
Year 5 Total:	<u>\$329,000</u>

5 Year Development Plan Total: \$2,481,500~~3,561,500~~

10.1

**FIRST AMENDMENT TO
PRELIMINARY ASSESSMENT SCREENING (PAS)
and STATEMENT OF FINDINGS AKA ENVIRONMENTAL CONDITION OF PROPERTY
(ECP)FOR
JOEL. EVINS APPALACHIAN CENTER FOR EDUCATIONAL PURPOSES, TN BOARD OF
REGENTS
CENTER HILL LAKE
DEKALB COUNTY, TENNESSEE**

Information contained in this statement is required under the authority of regulations promulgated under section 120(h) of the Comprehensive Environmental Response, Compensation, and Liability Act, as amended (CERCLA) 42 U.S.C. 9620(h) and Army Regulation 200-1, Environmental Protection and Enhancement.

1. REAL PROPERTY TRANSACTION: Lease to Tennessee Technological University, for the Operation and Maintenance of Joe L. Evins Appalachian Center for Educational Purposes, situated on the left descending bank of the Caney Fork River, located on Tract Nos. D-420, D-421, D-422, D-423, D-429, D-430, D-431, D-432, D-433, D-434, D-487, and G-702, Center Hill Dam and Reservoir Project, County of DeKalb, State of Tennessee. This amendment to the PAS AKA ECP has been prepared to update the existing record and records any changes that indicate a concern for the potential of hazardous substances that may have been stored or released in excess of the reportable quantities listed in 40 CFR, Part 373.

2. COMPREHENSIVE RECORDS SEARCH: A records search was conducted and included:

a. Real Property Historical File which included:

(1) Tract acquisition documents dated around the 1947 acquisition date: Abutting tract acquisition deeds were accessed on 21 January 2021 from the Natural Resources Web Viewer online platform.

(2) Outgrant instrument master file, Lease No. DACW62-1-96-0240.

b. Project Master Plan, May 2019.

c. Preliminary Assessment Screening Statement of Findings for Joe L. Evins Appalachian Center for Educational Purposes, DACW62-1-96-0240, 17 October 1995.

d. Internal records search by all appropriate Nashville District Divisions including a comprehensive review of Operations, Project, Safety Office, and Real Estate files including, but not limited to tract maps, photographs, deeds, titles, descriptions, outgrants, and historical data.

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**FIRST AMENDMENT TO
PRELIMINARY ASSESSMENT SCREENING (PAS)
and STATEMENT OF FINDINGS AKA ENVIRONMENTAL CONDITION OF PROPERTY
(ECP) FOR
JOEL. EVINS APPALACHIAN CENTER FOR EDUCATIONAL PURPOSES, TN BOARD
OF REGENTS
CENTER HILL LAKE
DEKALB COUNTY, TENNESSEE**

3. SITE INSPECTIONS: There was no site inspection performed specifically for this ECP; however, the site was inspected by Kevin Salvilla, Center Hill Lake Resource Manager on 2 November 2020 for this Lease action. Mr. Salvilla documented his findings that the lessee is satisfactorily compliant with environmental regulations as documented on the CELRN Form 463. The visual site evaluation demonstrated no unauthorized use of Federal Property. The property has been inspected several times by Real Estate Division since the issuance of the lease. None of the inspections indicated evidence of unsafe conditions due to hazardous or toxic substances or petroleum products being stored or mishandled. The property is considered safe for its continued use. Inspections have revealed no substantive areas of concern.

4. PROPERTY DESCRIPTION AND CONDITION: The land described consists of a parcel of land situated on the left descending bank of the Caney Fork River, DeKalb County, Tennessee, a portion of land acquired in fee by the United States of America for the Center Hill Lake Project. Topography is described as extremely steep and contains a lush growth of native grasses and groves of mature hardwoods .

The Tennessee State Board of Regents obtained a long-term license to utilize 562 acres of land bordering Center Hill Lake in 1969 and initiated a development known as Tech Aqua. The site is located on a peninsula accessible via Tennessee State Highway 56 at Hurricane Bridge. Joe L. Evins Craft Center is situated on a portion of the original outgrant provided for the Tech Aqua Biological Station. The Crafts Center provides a teaching and learning facility for full-time and part-time students who want to round out their education with courses and workshops in the crafts. The crafts curricula includes designs in clay, fiber, glass, metal, wood, and marketing, depicting the crafts of the Appalachian region. The center effectively complements the programs originally proposed by Tennessee Technological University for Tech Aqua. The construction of the buildings began in 1977, and on December 9, 1979 eight thousand people attended the festivities marking the grand opening of this facility.

5. STATEMENT OF FINDINGS: The initial PAS was completed on 17 October 1995, to determine if any hazardous substances were stored or released that would prohibit the leasing of the aforementioned tracts. The Government, since acquisition, has exercised adequate controls over the land, water, and other resource use. The conclusion of the PAS was that while spills and releases may have occurred within the subject area, there are no known problems resulting from the storage, release, or disposal of hazardous substances on these lands. No specific or unusual environmental concerns have been identified that would significantly affect the outgranting of the subject property.

The conclusion of this supplemental ECP is that no specific or unusual environmental concerns have been identified or evidence of hazardous substances stored, released, or disposed of on the requested property which is in excess of the reportable quantities listed in 40 CFR Part 373 or would significantly affect the outgranting of the subject property. The proposed real property transaction may

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**FIRST AMENDMENT TO
PRELIMINARY ASSESSMENT SCREENING (PAS)
and STATEMENT OF FINDINGS AKA ENVIRONMENTAL CONDITION OF PROPERTY
(ECP) FOR
JOE L. EVINS APPALACHIAN CENTER FOR EDUCATIONAL PURPOSES, TN BOARD
OF REGENTS
CENTER HILL LAKE
DEKALB COUNTY, TENNESSEE**

proceed as requested.

Prepared By:

Daniel R. Clark

Daniel Clark
Biologist, Operations Section
Operations Division

Reviewed By:

Phillip E. Harrell

Phillip E. Harrell
Environmental Compliance Coordinator
Operations Division

10.1

Exhibit "D"



Agenda Item Summary

Date: June 23, 2022

Agenda Item: Dual Enrollment Tuition Rate

Review

Action

No action required

10.1

PRESENTERS: Dr. Claire Stinson, Vice President for Planning & Finance

PURPOSE & KEY POINTS: Dual Enrollment fee rates per credit hour are deeply discounted to allow the Tennessee Student Assistance Corporation Dual Enrollment Grant to cover the entire cost for the first 5 courses for each dual enrolled student. In the spring of 2022 the Student Assistance Corporation Dual Enrollment Grant was increased from \$500 per course (charged at \$166 per hour) to \$538.65 per course for the first 5 courses. Tennessee Tech recommends that Dual Enrollment rates increase to \$179.55 per credit hour to mirror the increase in the Dual Enrollment Grant.



Agenda Item Summary

Date: June 23, 2022

Agenda Item: Meeting Dates

Review

Action

No action required

PRESENTERS: Chair Harper

PURPOSE & KEY POINTS: Announce the upcoming Board of Trustees' meeting dates:

Next Informational Session will be on Intercollegiate Athletics:

August 23, 2022

Upcoming Board meetings:

October 6, 2022

December 1, 2022