



AUDIT & BUSINESS COMMITTEE

June 26, 2025

Roaden University Center, Room 282

AGENDA

- I. Call to Order
- II. Approval of Minutes
- III. FY2024-25 Estimated and FY2025-26 Proposed Budget
- IV. Capital Budget FY2026-27
- V. Disclosed Projects
- VI. Emeritus President Contract
- VII. TTU Policy 511.1 (Fee Charges, Refunds and Fee Adjustments)
- VIII. Faculty Promotions
- IX. Tenure Recommendations
- X. Internal Audit Plan Update
- XI. Adjournment of Open Session and Call to Order of Non-Public Executive Session to Discuss Audits, Investigations, Litigation, and Matters Deemed Not Subject to Public Inspection Pursuant to T.C.A. § 4-35-108(b)(1)-(3)
- XII. Adjournment



AUDIT & BUSINESS COMMITTEE

March 6, 2025

Roaden University Center, Room 282

MINUTES

Meeting was streamed live via link found on this web page:

<https://www.tntech.edu/board/meetings/>

AGENDA ITEM 1 – Call to Order

The Tennessee Tech Board of Trustees Audit & Business Committee met on March 6, 2025, in Roaden University Center Room 282. Chair Johnny Stites called the meeting to order at 9:48 a.m.

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

- Johnny Stites
- Tom Jones
- Thomas Lynn

Other board members also in attendance were Fred Lowery (via TEAMS joined 10:30 a.m.), Rhedona Rose, Trudy Harper, Camron Rudd, Jeanette Luna and Claire Myers. A quorum was physically present. Tennessee Tech faculty, staff and members of the public were also in attendance.

AGENDA ITEM 2 – Approval of Minutes

Chair Stites asked for approval of the minutes of the December 5, 2024, Audit & Business Committee meeting. Chair Stites asked if there were questions or comments regarding the minutes. There being none, Mr. Lynn moved to recommend approval of the December 5, 2024, Audit & Business Committee minutes. Mr. Jones seconded the motion. Mr. Wray called a roll call vote. The motion carried unanimously.

AGENDA ITEM 3 – Update on Governor’s Budget

Dr. Stinson advised the capital maintenance portion of the Governor’s recommendation included funding for multiple buildings air handler replacements and multiple building roof replacements. The capital outlay portion included an incremental adjustment for the ACME building. The operating budget recommendations included funding for outcomes growth, salary pool, group health insurance, and reallocation of base outcomes. The state only funds 55% of the salary pool. The Governor’s recommended budget is subject to change until Legislature passes the budget.

This was an informational item therefore no action was required.

AGENDA ITEM 4 – Compensation Plan

Kevin Vedder provided information on the proposed compensation plan. The proposed compensation plan included:

2.6% pool for recurring salary increases effective July 1, 2025, pending approval of Governor’s FY2025-26 budget

- Employees with satisfactory or better evaluation are eligible for raise.
- Employees who are on or were on a Performance Improvement Plan for FY2025 are ineligible.
- Employees hired prior to 12/31/2024 and still employed on 7/1/2025 are eligible.
- Step 1 Implementation of Phase 3 of Market Compensation Plan for both faculty and non-faculty
- Step 2: Merit increases for all eligible employees including those getting step 1 increases with a minimum of 1% and maximum of 10% per employee.

Mr. Jones moved to approve the compensation plan as presented above and place it on the Board’s regular agenda. Mr. Lynn seconded the motion. Mr. Wray took a roll call vote. The motion carried unanimously.

AGENDA ITEM 5 – Non-Mandatory Fees

Dr. Stinson advised that non-mandatory fees are not subject to THEC binding rates and are not required of all students. The proposal was for a 5% annual increase for residence halls and Tech Village apartments for the next five years. This will help offset rising operating costs, fund deferred maintenance projects, and ensure that we can service debt.

Mr. Jones moved to send the proposed 5% annual increase in housing rates compounded over the next five years to be effective Fall 2025 to the Board for approval and to place it on the Board’s regular agenda. Mr. Lynn seconded the motion. Mr. Wray took a roll call vote. The motion carried unanimously.

AGENDA ITEM 6 – Tuition & Mandatory Fees

Dr. Stinson provided examples of tuition increase estimates that ranged from 1%-5% to illustrate the estimated revenues generated and cost to students per semester including mandatory fee increase. She advised THEC will approve the binding range at a special called March commission meeting.

This was an informational item therefore no action was required.

AGENDA ITEM 7– Disclosed Project

Dr. Stinson advised the disclosed project was for replacement of the sound system in the Hooper Eblen Center. The estimated project cost is \$2,620,000.

Mr. Jones moved to approve the disclosed project and to place it on the Board's regular agenda. Mr. Lynn seconded the motion. Mr. Wray took a roll call vote. The motion carried unanimously.

AGENDA ITEM 8 – FY2024 State Audit

Dr. Stinson advised for fiscal year ending June 30, 2024, the university financial statements received an unmodified opinion. The report did not contain any findings.

This was an informational item therefore no action was required.

AGENDA ITEM 9 – Notice of Responsibilities for Preventing, Detecting, and Reporting Fraud, Waste and Abuse

Chair Stites advised that state law requires the Audit Committee to formally reiterate on a regular basis to the Board, Management and Staff their responsibilities for preventing, detecting, and reporting fraud, waste, and abuse. Accordingly, a Notice of Responsibilities was provided in Diligent for the trustees to review.

No action required on this item.

AGENDA ITEM 10 – Annual Internal Audit Report

Amy Wilegus advised State law requires an annual report of Internal Audit work. The report is based on calendar year and covers January 2024 through December 2024. The report was provided in Diligent.

This was an informational item therefore no action was required.

AGENDA ITEM 11 – Approval of Internal Audit Charter

The Internal Audit Charter was revised to comply with the Institute of Internal Auditor’s most recent version of the Global Internal Audit Standards that became effective January 9, 2025. Tennessee state law requires Internal Audit to comply with these standards. A copy of the current charter along with the proposed charter was provided in Diligent.

Mr. Jones moved to approve the proposed Internal Audit Charter and to place it on the Board’s regular agenda. Mr. Lynn seconded the motion. Mr. Wray took a roll call vote. The motion carried unanimously.

AGENDA ITEM 12 – Adjournment of Open Session & Call to Order on Non-Public Executive Session

There being no further business, the meeting adjourned at 11:44 a.m. After a short break, the Non-Public Executive Session began at 11:57 p.m. Trustees and Administration were present for the meeting.

AGENDA ITEM 13 – Adjournment

There being no further business, the Non-Public Executive Session adjourned at 1:30 p.m.

Approved,

Lee Wray, Secretary



Agenda Item Summary

Date: June 26, 2025

Agenda Item: FY2024-25 Estimated & FY2025-26 Proposed Budget

☐

Review

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Action

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No action required

PRESENTER(S): Claire Stinson, Vice President Planning & Finance

PURPOSE & KEY POINTS: Review recommendation and approval of Tennessee Tech’s FY2024-25 Estimated and FY2025-26 Proposed Budgets and university organizational chart.

Estimated Budget is the final budget for fiscal year 2024-25. 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 2025-26 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 FY2024-25 and Proposed Budget FY2025-26

	Current Estimate FY2024-25		Proposed Budget FY2025-26		% Change Over Current Estimate
Tuition and Fees	\$	117,045,400	\$	116,985,600	-0.05%
State Appropriations	\$	88,164,900	\$	89,295,300	1.28%
Contracts and IDC	\$	2,261,300	\$	2,881,300	27.42%
Sales and Services	\$	1,214,700	\$	1,191,400	-1.92%
Other Activities	\$	4,225,758	\$	3,894,710	-7.83%
Athletics (incl. student fee)	\$	7,192,142	\$	6,518,090	-9.37%
Total Revenues	\$	220,104,200	\$	220,766,400	0.30%

E&G Expenses by Budget Category - Current Estimate FY2024-25 and Proposed Budget FY2025-26

	Current Estimate FY2024-25		Proposed Budget FY2025-26		% Change Over Current Estimate
Instruction	\$	95,565,000	\$	86,304,400	-9.69%
Research	\$	9,645,700	\$	4,803,200	-50.20%
Public Service	\$	3,652,400	\$	2,282,400	-37.51%
Academic Support	\$	20,775,500	\$	17,949,300	-13.60%
Student Services	\$	29,290,000	\$	26,856,500	-8.31%
Institutional Support	\$	20,848,300	\$	21,050,900	0.97%
Oper. & Maint. of Plant	\$	21,818,300	\$	22,502,000	3.13%
Scholarships & Fellowships	\$	25,070,600	\$	25,082,100	0.05%
Total Expenses	\$	226,665,800	\$	206,830,800	-8.75%

E&G Expenses by Natural Classification - Current Estimate FY2024-25 and Proposed Budget FY2025-26

	Current Estimate FY2024-25		Proposed Budget FY2025-26		% Change Over Current Estimate
Salaries and Wages	\$	100,777,600	\$	101,507,800	0.72%
Fringe Benefits	\$	40,168,700	\$	40,070,600	-0.24%
Travel	\$	3,756,700	\$	2,179,400	-41.99%
Operating & Utilities	\$	56,124,400	\$	37,804,400	-32.64%
Scholarships & Fellowships	\$	25,070,600	\$	25,082,100	0.05%
Capital	\$	767,800	\$	186,500	-75.71%
Total Expenses	\$	226,665,800	\$	206,830,800	-8.75%

E&G Unrestricted Budget Summary - Current Estimate FY2024-25 and Proposed Budget FY2025-26

	Current Estimate FY2024-25		Proposed Budget FY2025-26		% Change Over Current Estimate
Beginning Fund Balance	\$	38,403,100	\$	8,058,699	-79.02%
E&G Revenues	\$	220,104,200	\$	220,766,400	0.30%
E&G Expenses	\$	226,665,800	\$	206,830,800	-8.75%
Mandatory Transfers	\$	3,676,700	\$	3,676,700	0.00%
Non-mandatory Transfers	\$	20,106,000	\$	10,249,600	-49.02%
Ending Fund Balance	\$	8,058,800	\$	8,067,999	0.11%

Auxiliary Budget Summary - Current Estimate FY2024-25 and Proposed Budget FY2025-26

	Current Estimate FY2024-25		Proposed Budget FY2025-26		% Change Over Current Estimate
Beginning Fund Balance	\$	1,182,155	\$	2,786,156	135.68%
Aux Revenues	\$	22,039,900	\$	22,039,900	0.00%
Aux Expenses	\$	11,857,300	\$	11,243,600	-5.18%
Mandatory Transfers	\$	7,032,200	\$	7,032,200	0.00%
Non-mandatory Transfers	\$	1,546,500	\$	3,724,500	140.83%
Ending Fund Balance	\$	2,786,055	\$	2,825,756	1.42%

TOTAL Budget Summary - Current Estimate FY2024-25 and Proposed Budget FY2025-26

	Current Estimate FY2024-25		Proposed Budget FY2025-26		% Change Over Current Estimate
Beginning Fund Balance	\$	39,585,255	\$	10,844,855	-72.60%
Total Revenues	\$	242,144,100	\$	242,806,300	0.27%
Total Expenses	\$	238,523,100	\$	218,074,400	-8.57%
Mandatory Transfers	\$	10,708,900	\$	10,708,900	0.00%
Non-mandatory Transfers	\$	21,652,500	\$	13,974,100	-35.46%
Ending Fund Balance	\$	10,844,855	\$	10,893,755	0.45%

Breakdown of E&G Fund Balance - Current Estimate FY2024-25 and Proposed Budget FY2025-26

Current Estimate FY2024-25			
	<u>Beginning Fund Balance</u>		<u>Ending Fund Balance</u>
Allocation for Encumbrances	\$ 588,656	\$	-
Allocation for Working Capital	\$ 2,417,736	\$	2,417,736
Special Allocations*	\$ 35,396,609	\$	5,640,886
Unallocated Balance	\$ -	\$	-
Total E&G Fund Balance	\$ 38,403,001	\$	8,058,622
*2% to 5% Reserve	\$ 33,127,953	\$	5,640,886
*Student Activity Fee	\$ -	\$	-
*Technology Access Fee	\$ 1,789,766	\$	-
*Specialized Academic Course Fee	\$ 478,890	\$	-
Total Special Allocations	\$ 35,396,609	\$	5,640,886
Allocation for Encumbrances	\$ 85,864		
Allocation for Working Capital	\$ 1,684,160	\$	1,684,160
*Aux Contingency	\$ 1,115,982	\$	1,101,996
Unallocated Balance	\$ (1,703,851)		
Total AUX Fund Balance	\$ 1,182,155	\$	2,786,156
Proposed Budget FY2025-26			
	<u>Beginning Fund Balance</u>		<u>Ending Fund Balance</u>
Allocation for Encumbrances	\$ -	\$	-
Allocation for Working Capital	\$ 2,417,736	\$	2,417,736
Special Allocations*	\$ 5,640,866	\$	5,650,226
Unallocated Balance	\$ -	\$	-
Total E&G Fund Balance	\$ 8,058,602	\$	8,067,962
*2% to 5% Reserve	\$ 5,640,866	\$	5,650,226
*Student Activity Fee	\$ -	\$	-
*Technology Access Fee	\$ -	\$	-
*Specialized Academic Course Fee	\$ -	\$	-
Total Special Allocations	\$ 5,640,866	\$	5,650,226
Allocation for Encumbrances	\$ -		
Allocation for Working Capital	\$ 1,684,160	\$	1,684,160
*Aux Contingency	\$ 1,101,996	\$	1,141,554
Unallocated Balance	\$ -		
Total AUX Fund Balance	\$ 2,786,156	\$	2,825,714

E&G Transfers - Current Estimate FY2024-25 and Proposed Budget FY2025-26

	Current Estimate FY2024-25		Proposed Budget FY2025-26	
	<u>Debt Service and Unexpended Plant</u>			
Debt Service Perf Contract	\$	612,074	\$	612,074
Debt Service Fitness Center	\$	2,171,730	\$	2,171,730
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)	\$	1,400,865	\$	1,400,865
FDR-Football Stadium	\$	607,993	\$	607,993
Landscaping	\$	325,000	\$	325,000
Parking & Transportation	\$	507,036	\$	489,596
Extraordinary Maintenance	\$	650,000	\$	650,000
Various Academic Buildings	\$	345,890	\$	345,890
TAP Wind Tunnel	\$	5,838,652	\$	2,585,654
Small Projects	\$	1,024,165		
Total Debt Service & Unexp Plant	\$	15,277,283	\$	10,982,680
	<u>Renewal and Replacement</u>			
IT Computer Equipment	\$	577,110	\$	577,110
Electronic Upgrades	\$	636,138	\$	636,138
Equipment - Departments	\$	356,987	\$	280,320
Upcoming Capital Projects	\$	5,250,000	\$	250,000
Reserves	\$	1,685,166	\$	1,200,000
Total R&R	\$	8,505,401	\$	2,943,568
GRAND TOTAL All Transfers	\$	23,782,684	\$	13,926,248

Reserves - Proposed Budget FY2025-26 - Beginning July 1

		<u>Unexpended Plant</u>
<u>Land Purchases</u>	\$	1,636,776
<u>New Construction (University Commitments)</u>		
Science Building	\$	-
Wings up Way Parking Garage	\$	1,000,000
Volpe Library Parking Garage	\$	1,000,000
Chiller for Innovation Res Hall	\$	-
Innovation Space	\$	9,040,995
Ag Technology Innovation Ctr	\$	627,489
Engineering Building	\$	935,804
Facilities Services Complex	\$	16,636,507
Athletics Football Stadium	\$	7,481,556
<u>Capital Maintenance (University Commitments)</u>		
Residence Hall Renovation & Roof	\$	3,320,000
Infrastructure & HVAC	\$	1,731,456
Intramural Field Lighting	\$	134,318
Indoor Tennis Roof	\$	577,093
AWC Natatorium Renovation	\$	2,570,000
Landscaping	\$	695,655
ADA Adaptations	\$	180,000
ARC Greenhouse	\$	472,459
Parking & Transportation	\$	1,854,448
Crossville TAP Property	\$	8,529,662
<u>Renovation Projects (University Commitments)</u>		
Roaden Center Renovation	\$	78,190
Library Archives Renovation	\$	94,901
Johnson Hall Renovation	\$	1,504,400
Derryberry Renovation	\$	410,000
Eblen Center Renovation	\$	4,333,325
Baseball Locker Room & Turf/Clubhouse/Batting Cages	\$	74,717
<u>Renovation Student Spaces (Dedicated Fee)</u>		
Facilities Development Fee	\$	4,417,058
<u>Small Maintenance & Renovation (Department Funded)</u>	\$	515,368
<u>Other Resources</u>		
Craft Center Upgrades	\$	2,410,000
Extraordinary Maint	\$	2,449,975
Regional Consulting Grp	\$	50,780
Various Academic Building Upgrades	\$	-
Engineering Master Plan	\$	175,531
Total Unexpended Plant	\$	74,938,464
		<u>Renewal and Replacement</u>
Auxiliary - Housing	\$	8,706,519
Auxiliary - Other	\$	14,089,131

Computer Center	\$	4,876,826
Technology Update	\$	3,498,111
Telecommunication	\$	694,939
Printing & Photo Srv	\$	28,552
Motor Pool	\$	348,257
Online Fee		
ERP Replacement	\$	9,177,196
Craft Center R&R	\$	740,219
Departmental R&R	\$	1,990,750
RR Strategic Maint	\$	19,057,251
Anticipated Early Grad	\$	3,567,972
RR E&G HERFF		
University Reserve	\$	5,985,815
Total R&R	\$	72,761,539
GRAND TOTAL All Reserves	\$	147,700,003

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Form ITennessee Tech University
Summary Of Unrestricted Current Funds Available And Applied
July Budget 2025-26Page 1
Run Date 01-MAY-2025
Run Time 10:43 AM

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	Actual 2023-24	October Budget 2024-25	Estimated Budget 2024-25	% Change Over Actual	July Budget 2025-26	% Change Over Actual
Unrestricted Current Fund Balances at Beginning of Period						
Allocation for Encumbrances	736,795	674,500	674,500	-08.5	0	-100.0
Allocation for Working Capital	3,993,950	4,101,900	4,101,900	02.7	4,101,900	02.7
Special Allocations	32,064,608	36,512,600	36,512,600	13.9	6,742,900	-79.0
Unallocated Balance	-1,366,753	-1,703,900	-1,703,900	24.7	0	-100.0
Total Unrestricted Current Fund Balances	35,428,600	39,585,100	39,585,100	11.7	10,844,800	-69.4
Revenues						
Education and General						
Tuition and Fees	107,853,213	112,805,000	117,045,400	08.5	116,985,600	08.5
State Appropriations	85,861,538	88,164,900	88,164,900	02.7	89,295,300	04.0
Federal Grants and Contracts	2,917,707	2,069,700	2,069,700	-29.1	2,519,700	-13.6
Local Grants and Contracts	11,137	200	200	-98.2	200	-98.2
State Grants and Contracts	409,847	149,400	149,400	-63.5	319,400	-22.1
Private Grants and Contracts	108,989	42,000	42,000	-61.5	42,000	-61.5
Private Gifts	25,013	0	0	-100.0	0	-100.0
Sales & Services of Educ Activities	1,478,210	1,193,300	1,214,700	-17.8	1,191,400	-19.4
Sales & Services of Other Activities	9,834,808	9,511,000	10,050,800	02.2	9,169,000	-06.8
Other Sources	11,605,596	1,304,800	1,367,100	-88.2	1,243,800	-89.3
Total Education and General	220,106,058	215,240,300	220,104,200	-00.0	220,766,400	00.3
Sales & Services of Aux Enterprises						
Sales and Services of Aux Enterprises	22,305,342	20,675,000	22,039,900	-01.2	22,039,900	-01.2
Total Revenues	242,411,400	235,915,300	242,144,100	-00.1	242,806,300	00.2
Expenditures and Transfers						
Education and General						
Instruction	79,652,613	96,217,500	95,565,000	20.0	86,304,400	08.4
Research	4,364,832	9,221,700	9,645,700	121.0	4,803,200	10.0
Public Service	2,808,441	3,636,500	3,652,400	30.1	2,282,400	-18.7
Academic Support	16,244,240	20,188,600	20,775,500	27.9	17,949,300	10.5
Student Services	25,235,256	27,714,000	29,290,000	16.1	26,856,500	06.4
Institutional Support	18,987,815	19,717,500	20,848,300	09.8	21,050,900	10.9
Operation & Maintenance of Plant	16,785,223	24,904,700	21,818,300	30.0	22,502,000	34.1
Scholarships & Fellowships	20,556,697	25,070,600	25,070,600	22.0	25,082,100	22.0
Total Education and General	184,635,117	226,671,100	226,665,800	22.8	206,830,800	12.0
Mandatory Transfers for:						
Principal & Interest	3,187,716	3,676,700	3,676,700	15.3	3,676,700	15.3
Renewals & Replacements	0	0	0		0	

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Form ITennessee Tech University
Summary Of Unrestricted Current Funds Available And Applied
July Budget 2025-26Page 2
Run Date 01-MAY-2025
Run Time 10:43 AM

3.3

	Actual 2023-24	October Budget 2024-25	Estimated Budget 2024-25	% Change Over Actual	July Budget 2025-26	% Change Over Actual
Loan Fund Matching Grant	0	0	0		0	
Total Mandatory Transfers	3,187,716	3,676,700	3,676,700	15.3	3,676,700	15.3
Non-Mandatory Transfers for:						
Transfers to Unexpended Plant Fund	6,310,368	6,742,300	10,699,600	69.6	6,405,000	01.5
Transfers to Renewal & Replacements	21,222,837	7,994,300	8,505,400	-59.9	2,943,600	-86.1
Transfers to Other Funds	570,022	597,800	901,000	58.1	901,000	58.1
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	28,103,227	15,334,400	20,106,000	-28.5	10,249,600	-63.5
Total Education and General	215,926,060	245,682,200	250,448,500	16.0	220,757,100	02.2
Auxiliary Enterprises Expenditures						
Auxiliary Enterprises Expenditures	10,568,752	10,441,200	11,857,300	12.2	11,243,600	06.4
Total Auxiliary Expenditures	10,568,752	10,441,200	11,857,300	12.2	11,243,600	06.4
Mandatory Transfers for:						
Principal & Interest	6,453,889	7,032,200	7,032,200	09.0	7,032,200	09.0
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	6,453,889	7,032,200	7,032,200	09.0	7,032,200	09.0
Non-Mandatory Transfers for:						
Transfers to Unexpended Plant Fund	31,624	0	0	-100.0	0	-100.0
Transfers to Renewal & Replacements	5,320,730	1,665,800	1,546,500	-70.9	3,724,500	-30.0
Transfers to Other Funds	0	0	0	00.0	0	00.0
Transfers from Unexpended Plant Fund	-46,214	0	0	-100.0	0	-100.0
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	5,306,140	1,665,800	1,546,500	-70.9	3,724,500	-29.8
Total Auxiliary Enterprises	22,328,781	19,139,200	20,436,000	-08.5	22,000,300	-01.5
Total Expenditures And Transfers	238,254,841	264,821,400	270,884,500	13.7	242,757,400	01.9
Other						
Prior Period Adjustments	0	0	0	00.0	0	00.0

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Form ITennessee Tech University
Summary Of Unrestricted Current Funds Available And Applied
July Budget 2025-26Page 3
Run Date 01-MAY-2025
Run Time 10:43 AM

3.3

	Actual 2023-24	October Budget 2024-25	Estimated Budget 2024-25	% Change Over Actual	July Budget 2025-26	% 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	674,521	0	0	-100.0	0	-100.0
Allocation for Working Capital	4,101,897	4,101,900	4,101,900	00.0	4,101,900	00.0
Special Allocations	36,512,591	6,577,100	6,742,800	-81.5	6,791,800	-81.4
Unallocated Balance	-1,703,850	0	0	-100.0	0	-100.0
Total Unrestricted Current Fund Balances	39,585,159	10,679,000	10,844,700	-72.6	10,893,700	-72.5

FZRJF01 TBR9: 1.0
Form I

Tennessee Tech University
Summary Of Unrestricted Current Funds Available And Applied
July Budget 2025-26
* * * Report Control Information * * *
Parameters have been entered via Job Submission.

Page 4
Run Date 01-MAY-2025
Run Time 10:43 AM

Parameter Name	Value
Parameter Seq No:	2710538
Chart:	T
Budget Id:	FY2025
Budget Phase 5:	245A
Budget Phase 2:	252R
Budget Phase 3:	253E
Budget Phase 4:	264P
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_FY2025-26.pdf

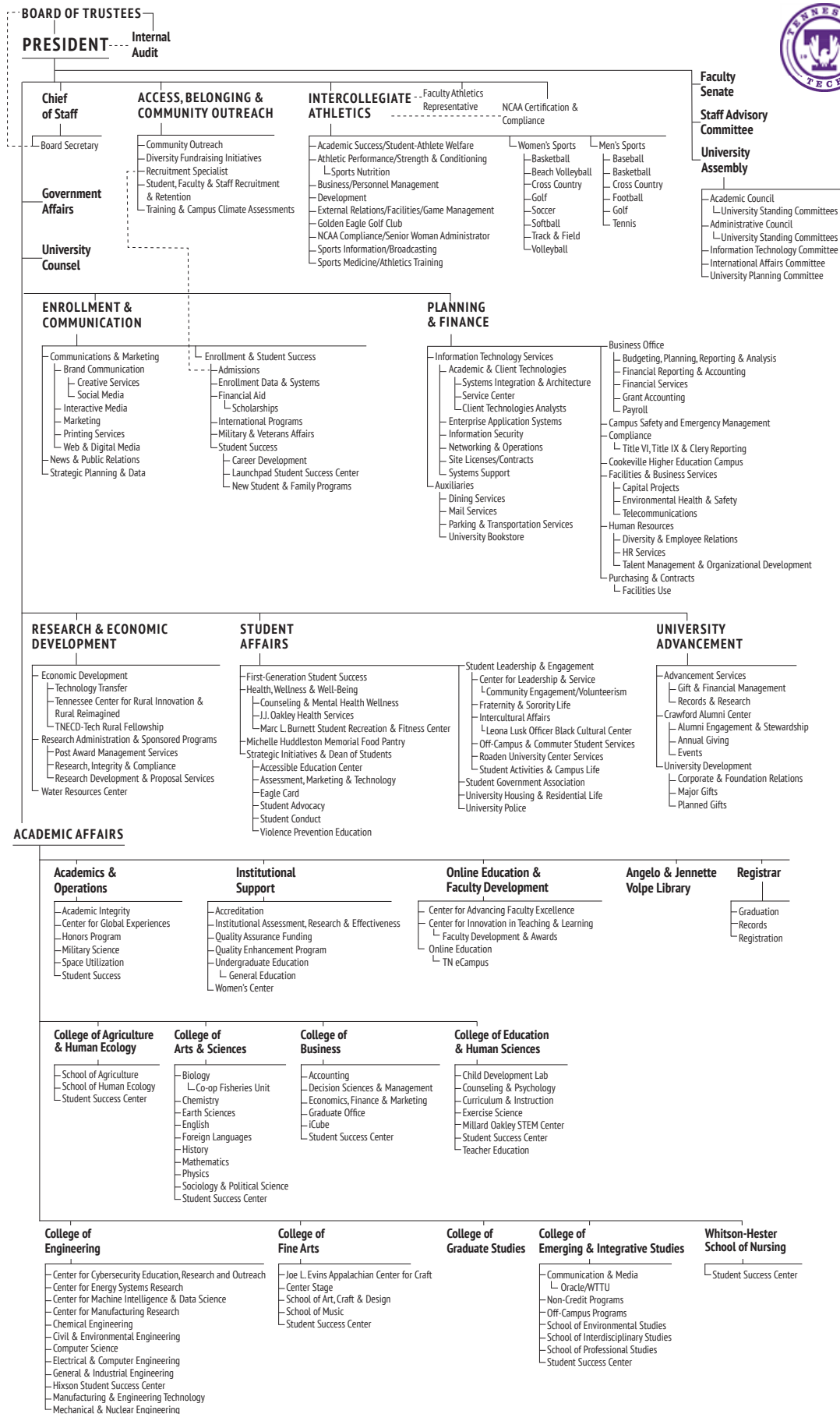
Direct Link to document – **Analysis**:

https://www.tntech.edu/businessoffice/pdf/budget/Budget_Analysis_Forms_July_FY2025-26.pdf

Historical Budget documents (FY2011 through FY2025):

Budget **Summary**: <https://www.tntech.edu/businessoffice/bpra/budgetary-info.php>

Budget **Analysis**: <https://www.tntech.edu/businessoffice/bpra/budgetary-info.php>



July 1, 2025



Office of the President

TENNESSEE TECH

April 30, 2025

Submitting on behalf of Tennessee Tech University (TTU) a crosswalk of organizational changes/updates with a proposed implementation date of July 1, 2025, as follows:

Academic Affairs:

- Rename Mechanical Engineering to Mechanical & Nuclear Engineering
- Rename College of Interdisciplinary Studies to College of Emerging & Integrative Studies
- Rename Communication to Communication & Media

Research & Economic Development:

- Add Post Award Management Services under Research Administration & Sponsored Programs

Student Affairs:

- Realign Accessible Education as a direct report to Strategic Initiatives & Dean of Students
- Rename Student Engagement to Student Leadership & Engagement
- Realign Center for Leadership & Service as a direct report to Student Leadership & Engagement
- Realign Intercultural Affairs as a direct report to Student Leadership & Engagement
- Rename TTU Food Pantry to Michelle Huddleston Memorial Food Pantry
- Remove Cross-Cultural Engagement
- Remove Intergroup Dialogues
- Remove LGBTQ & Ally Support Services

Dr. Philip B. Oldham, President



Agenda Item Summary

Date: June 26, 2025

Agenda Item: Capital Budget FY2026-27

☐

Review

☒

Action

☐

No action required

PRESENTER(S): Claire Stinson, Vice President Planning & Finance

PURPOSE & KEY POINTS: Review and approval for the FY2026-27 capital budget requests.

Requests for FY2026-27 State funding for capital maintenance projects are due to THEC by July 18, 2025. THEC's funding target for capital maintenance projects for FY2026-27 is \$358,000,000. TTU's portion of these dollars is \$18,080,000.

Requests for FY2026-27 State funding for capital outlay projects are due to THEC by August 15, 2025. Projects submitted for inclusion in THEC's request for State funding must be classified in one of the following categories:

- A. Workforce development needs and goals.
- B. Institutional research needs and goals.
- C. Institutional priorities for consideration due to time sensitivity or other extenuating circumstances.
- D. Facility renovation or optimization needs.

Included in the Board of Trustees materials are two new construction projects ranked according to the campus's priorities for the Board's consideration. Both projects are classified as meeting workforce needs and goals. The projects are included in the campus master plan.

CAPITAL OUTLAY REQUEST FY 2026-27 thru 2030-31											
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
2026-27	1	TTU	Life Sciences Building	Construct a new facility for the Life Sciences programs.	New Construction	100,000		\$108,700,000	\$8,696,000	8%	\$100,004,000
2026-27	2	TTU	Social Sciences Building	Demolish Matthews, Daniel and Crawford Halls. Construct a new building that will provide classrooms, faculty offices and support spaces for the Colleges of Education and Arts & Sciences. The project will provide additional flexible academic space to address campus-wide space shortages for classrooms and faculty offices. Provide administrative offices for Communications & Marketing and Research & Development.	New Construction	91,000		\$105,000,000	\$8,400,000	8%	\$96,600,000
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
2027-28	TBD	TTU	Derryberry Hall Renovation	Complete renovation of Derryberry Hall including, but not limited to, building systems, equipment, finishes, furnishings. The auditorium is excluded from the scope of work.	Major Renovation		48,918	\$38,000,000	\$1,520,000	4%	\$36,480,000
2027-28	TBD	TTU	Renovate Prescott and Brown Halls	Complete renovation of Prescott and Brown Halls including, but not limited to, building systems, equipment, finishes, furnishings.	Major Renovation		166,956	\$81,170,000	\$3,246,800	4%	\$77,923,200
2028-29	TBD	TTU	Foundation Hall Renovation	Complete renovation of Foundation Hall including, but not limited to, building systems, equipment, finishes, furnishings. The project will include the demolition of the existing gymnasiums.	Major Renovation		134,228	\$90,230,000	\$3,609,200	4%	\$86,620,800
2028-29	TBD	TTU	Computational Sciences Building	Construct a building to combine for the computational sciences 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.	New Construction	90,000		\$89,990,000	\$7,199,200	8%	\$82,790,800
2029-30	TBD	TTU	Pennebaker Hall Renovation	Renovate Pennebaker Hall to include building systems, equipment, finishes, furnishings, and all related work.	Major Renovation		87,181	\$54,940,000	\$2,197,600	4%	\$52,742,400
2029-30	TBD	TTU	Academic Wellness Center Renovation	Renovate Academic Wellness Center to include building systems, equipment, finishes, furnishings, and all related work.	Major Renovation		66,895	\$48,890,000	\$1,955,600	4%	\$46,934,400
2030-31	TBD	TTU	Memorial Gym Renovation	Renovate Memorial Gym to include building systems, equipment, finishes, furnishings, and all related work.	Major Renovation		87,181	\$62,220,000	\$2,488,800	4%	\$59,731,200
2030-31	TBD	TTU	Bell Hall Expansion	Construct an addition to Bell Hall to provide additional academic space for the expansion of the Nursing program with the addition of post graduate programs.	New Construction	27,635		\$45,830,000	\$3,666,400	8%	\$42,163,600

Capital Maintenance Request: FY2026-27					
Fiscal Year	Priority	Inst.	Project	Project Cost	Project Description
2026-27	1	TTU	Utility Infrastructure Upgrades Phase 1.1	\$2,520,000	Rerouting of distribution lines, replacement and repair of utilities campus-wide including, but not limited to, underground steam, steam condensate, chilled water, domestic water, irrigation, backflow preventers, sanitary sewer, storm sewer, Telecom/ITS fiber optic and copper, gas, electric, manholes and valve pits, and all related work. This is the first phase of a multi-phase project.
2026-27	2	TTU	Utility Infrastructure Upgrades Phase 1.2	\$3,790,000	Rerouting of distribution lines, replacement and repair of utilities campus-wide including, but not limited to, underground steam, steam condensate, chilled water, domestic water, irrigation, backflow preventers, sanitary sewer, storm sewer, Telecom/ITS fiber optic and copper, gas, electric, manholes and valve pits, and all related work. This is the first phase of a multi-phase project.
2026-27	3	TTU	Multiple Buildings Elevator Upgrades Phase 2	\$1,690,000	Upgrades or replacement of several elevators on campus. Thirty one elevators are included in the scope of work. This is the second phase of a multi-phase project.
2026-27	4	TTU	Power Monitoring System	\$770,000	Provide an electrical power monitoring and management system for the main campus utilizing software to measure energy efficiency.
2026-27	5	TTU	Bryan Fine Arts Building Exterior Repairs	\$1,660,000	Clean, tuckpoint, caulk, repair, and waterproof brick walls, stone coping, brick patios, window sills, stone caps, retaining walls, concrete expansion joints, seating areas, and all related work. Remove and replace brick and stone as required.
2026-27	6	TTU	University Services Building Mechanical Upgrades	\$1,500,000	Replace the air handling unit, VAV boxes, piping and all related equipment.
2026-27	7	TTU	Craft Center Exterior Improvements	\$2,930,000	Replace the cedar siding, windows, doors and other related components of the exterior building envelope, and all related work.
2026-27	8	TTU	Steam Plant Boiler Replacement	\$3,220,000	Replace boiler at the steam plant and build an addition to the building to accommodate the new boiler.
			Total Project Cost	\$18,080,000	



Agenda Item Summary

Date: June 26, 2025

Agenda Item: Disclosed Projects

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Review

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Action

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No action required

PRESENTERS: Claire Stinson, Vice President Planning & Finance

PURPOSE & KEY POINTS: Review and approval of disclosed project for Bike Shelter and Biology Greenhouse.

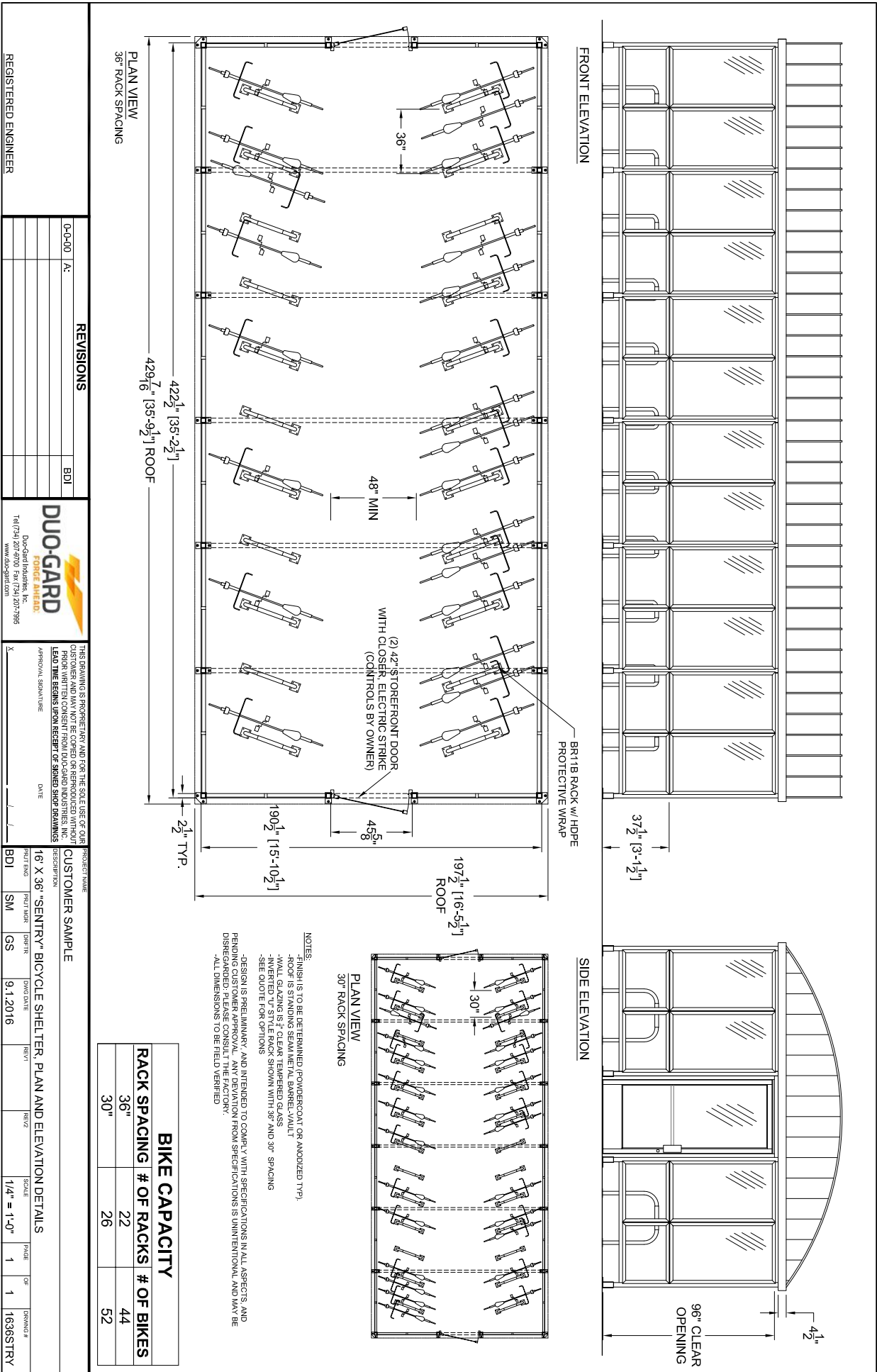
The bike shelter project is located at the entrance to the “purple” parking lot across Willow Ave and behind Tech Village apartments. This will be a secure facility for students to store their bikes overnight and then ride them to the main campus the next day after parking their car in the purple lot. The facility is a locking storage area that will store 52 bikes. The facility will have lights, security cameras, a bike repair station and card readers. Students will use their Tech identification card to access the facility. The project will be funded with parking and transportation fees.

The biology greenhouse will replace the one currently located on the east end of Johnson Hall. The new greenhouse will include a retractable shade system, ventilation, heating and touch screen temperature control. The project includes providing electricity and water to the facility. The facility will include a garden shed for tool storage and a potting area. The project will be funded with university funds designated for strategic development.

Capital Disclosure: FY2024-25														
	Governing Board	Institution	Project Name	Project Description**	New Sq. Ft.	Funding Source	Project Cost	Funding Source						
								TSSBA	Gifts	Grants	Auxiliary	Gift-in-Place	Plant Funds	Other
1	TTU	TTU	Biology Greenhouse	Purchase and install a greenhouse, and construct outdoor gardens to replace the greenhouse and gardens being demolished due to the Johnson Hall renovation. Work includes site prep and utility infrastructure.	1,152	Plant Funds	\$ 250,000						\$ 250,000	
2	TTU	TTU	Bike Shelter	Install a bike shelter with bike racks to serve the area around the west purple parking lot. Utility infrastructure will include power, security cameras and card readers.	576	Plant Funds	\$ 200,750						\$ 200,750	



Description	Contractor/Supplier	Notes	Estimate
Bike Shelter Assembly	WD Services	Assemble shelter, slab, sidewalks, bollards	\$31,500.00
Bike Shelter Material	Duogard		\$93,000.00
Data, Power, Lights	Smith Electric	Run fiber and power from the baseball clubhouse. Provide and install lights.	\$35,000.00
Network Cabinet	ITS		\$3,000.00
Card Reader	ITS		\$6,000.00
Security Cameras	ITS		\$5,000.00
Door Hardware	Facilities		\$6,000.00
Bike Repair Station	Dero	Same as the bike repair station at the UC	\$3,000.00
		Estimate Total	\$182,500.00
		Contingency 10%	\$18,250.00
		Total Cost Estimate	\$200,750.00



Greenhouse Facility and Native Plant Garden

Requested By: Biology Department

Project Team Members: Steven Hayslette, Shawn Krosnick, Hannah Kinmonth-Schultz – Biology;
Rick Windrow – CPP

Project Overview

- A 48”Lx24’W (1,152 sqft) greenhouse with 14’H sidewalls to be constructed in the West Campus area, directly to the west of the baseball field.
- Greenhouse will be placed on concrete foundation (footers) with an overall footprint of 58’x24’. Grow room will have a central concrete walkway flanked by pea gravel floor at same grade for drainage and in-ground planting and two benches for raised plantings.
- Targeted vendor is Atlas Greenhouse (AG). AG is a member of Sourcewell.
- Walls/roof to be 8mm twin wall polycarbonate. Wind and snow load rated for location.
- Retractable Shade System: System to be fully automated by environmental control system to operate on a timing based function. Provides shade during warm weather that doubles as a heat retention system during winter months to reduce heating costs.
- Ventilation: Three wall exhaust fans, one motorized shutter, one evaporative cooling system, and one automatic wall vent.
- Heating: Electric heater, and two horizontal air flow fans.
- Temperature Control: Touch screen technology controller that can be programmed for multiple zones. Wi-fi enabled for updates and app which allows remote control and programming.
- Irrigation: Mist system, fertilizer injector, multi-zone controller.
- Includes emergency lighting, exit signs, and a fire extinguisher.
- Required Utilities: Electricity (120/240V); 1” PVC water supply with 55 psi min; internet service.
- A portion of the grow room space will be subdivided using low brick or masonry walls to contain in-ground plantings.
- A 12’ x 10’ garden shed for tool storage and potting will be nearby and will require water, electricity and a concrete pad.
- The native plant garden will be in a ½ acre area near the greenhouse, segmented by walkways, and subdivided using raised beds for planting. Additional hose spigots will be spread through this area for plant maintenance.
- The current shade structure between Johnson and Pennebaker halls will be relocated to the site.
- Projected Cost: \$250,000



Agenda Item Summary

Date: June 26, 2025

Agenda Item: Emeritus President Contract

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Review

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Action

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No action required

PRESENTER(S): Claire Stinson, Vice President Planning & Finance

PURPOSE & KEY POINTS: Review and approve the Emeritus President contract for Dr. Robert Bell for 2025-26 pursuant to the laws of the State of Tennessee and Tennessee Tech policies.

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

TO: Dr. Robert R. Bell

6.2

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, 2025, 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, 2025, to June 30, 2026. 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.


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

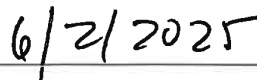


DATE

An Equal Opportunity/Affirmative Action Employer



PRESIDENT



DATE

**Report of President Emeritus Robert R. Bell
Tennessee Technological University
Functions Performed for 2024-25**

Summary of Activities

6.2

1. TTU: Teaching, Scholarship, Advocacy
 - a. Presented leadership lectures/seminars to classes in the College of Business
 - b. Worked with deans, directors, and development officers for prospect analysis, fundraising for football operations center, stadium, HEC, NURS, and Johnson Hall renovation.
 - c. Served on the Board of Directors and the Planning committee for the 2025 International Conference of the Society for Advancement of Management
 - d. Continued work on a textbook manuscript tentatively titled "Lessons in Leadership."
 - e. Served as member of the College of Business Board of Trustees, School of Nursing Development Council, & advisor to Dean Payne
 - f. Assisted Dr. Frye with introductions for the proposed new degree in interdisciplinary studies in computing.
 - g. Worked with planning committee and high school students on TTU Merit Badge University and served as Counselor/Instructor for Eagle-Required Badge, "Citizenship in the Nation."
 - h. Editorial Review Board Member, *Advanced Management Journal* (*last year*)
 - i. Presented papers and panels at the International Conference of the Society for the Advancement of Management at Florida State University. Moderated Other Sessions.
 - j. Invited to be editorial reviewer for Midwest Academy of Management Fall 2025 meetings.

2. Regional Development/TECH-REDI/Rural Reimagined, External Relations:
 - a. Chairman, Industrial Development Board, City of Cookeville
 - b. Chairman, County Mayor's Advisory Committee on Non-profit Allocations, Putnam County
 - c. Member, Putnam County Audit Committee
 - d. Worked with city and chamber leadership to discuss the need/feasibility for new City Health/Education Development Board

3. Service to the University in other roles as requested.
 - a. Conducted Campus Tours/Orientation new business/community leaders and job candidates
 - b. Attended Development Council sessions with School of Nursing.
 - c. Meetings/Lunches, as requested, with Campus Leaders, Alumni, Foundation Members, and Regents, including Ashraf Islam, Brad Dozier,
 - d. I was recognized this year by the Middle Tennessee Council, BSA, as an 'Eagle Honoree.'

Other Activities (not included in Emeritus work); a: Rotary Club of Cookeville; b. Chair, Church Council, First United Methodist Church; c. Board of Directors, First National Bank; d. Vice Chair, District Boy Scouts of America

Work Report for 2024-25		
July 2024	Total Hours	15 hrs.
Meeting, Dean Payne, Foundation Hall		2 hrs.
Manuscript Writing: “Keys to Effective Leadership”		4 hrs.
Regional Development/External Relations: Cookeville Chamber		3 hrs.
CRMC Foundation Planning: Grants,		2 hrs.
Economic Development/Industrial Development Board: meetings: city manager, Mayor Porter, Board, chamber staff		2 hrs.
Board Retreat Meeting, Society for Advancement of Management, virtual		2 hrs.
August 2024	Total Hours	15 hrs.
IDB Quarterly Meeting with city/county officials: Colorobia, Aphenia, VA project reviews, prep + meet with Amy New at Chamber and IDB attorney Kent Moore;		4 hrs.
Manuscript Writing... draft Chapter 5 “Leadership—Need for Engagement”		2 hrs.
TTU Archives: Recollections of Development of Oakley Sustainable Agriculture Center		4 hrs.
Meeting with Pat Quillen re nomination of Coach Mutt Quillen to TN Sports Hall of Fame		1 hr.
Met with Algood City officials/chamber re IDB and economic development		2 hrs.
Board Meeting., Society for Advancement of Management, Virtual		2 hrs.
September 2024	Total Hours	20 hrs.
Society for the Advancement of Mgt: Strategic Planning Group: Mitkiff, Elkins, Kanderish, Bell		2 hrs.
Meetings with Mark Wilson, Lee Wray, Pat Quillen re nomination of former coach Mutt Quillen for Tennessee Sports Hall of Fame		4 hrs.
Industrial Dev. Board, SAIC Parking, Highlands Reimbursement/Regions + Chamber Projects		4 hrs.
Program Planning Group, International Business Conference, Tallahassee, telecon		1 hr.
Meetings, Tom Payne, Sara Ramey re Johnson Hall donor prospects/naming possibilities		3 hrs.
Manuscript Writing, “Leadership Keys”		5 hrs.
TTU Merit Badge University Team Planning Meeting		1 hr.
October 2024	Total Hours	22
OCISO—Cybersecurity Training		1 hr.
College of Business: JH Renovation Project/prospect reviews , Dean Tom Payne, Sarah Ramey		2 hrs.
Manuscript Development, Leadership Keys		5 hrs.
TTU Athletics/Chamber Business Before Hours		1 hr.

Industrial Development Board:	2 hrs.
Board Meeting, Society for Adv. Of Mgt., Teams	2 hrs.
Grand Opening Ashraf Islam Engineering Building + dinner with Ashraf and his wife	4 hrs.
School of Nursing Development Council Meeting	2 hrs.
Management Track Chairman, SAM International Conference	2 hrs.
Facilitated meetings on new degree program proposal, "Interdisciplinary Computer Science," with Dr. Steve Frye and Tim McDermott, CIO at CRMC	1 hr.

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November 2024	Total Hours	24 hrs.
TTU Homecoming, Donor Relations hosting Ashraf Islam to dinner and lunch, hosting TTU Alum/Former Awesome Eagle Brad Dozier	8 hrs.	
Industrial Development Board/ staff meetings, Project RedDot, Project Willow Tree, meetings w/ Mayors, City Manager. Tom Trent, other attorneys; Edited enabling documents for "pass through" ED grants.	6 hrs.	
Collaboration w/ Dean Payne re faculty participation in SAM meetings, editorial board	2 hrs.	
Developed Proposals for Tallahassee/International Business Conference	6 hrs.	
Assisted Dr. Steve Frye with meetings at Cookeville Regional Medical Center re new degree proposal in Interdisciplinary Computing	2 hrs.	
December 2024	Total Hours	14 Hrs.
IDB/Chamber meetings Adam Poe/Kent Moore/Amy New re end-of-year PILOT compliance, Project Gopher, documents for ECD relating to Portabello, Inc.	6 hrs.	
TTU: Donor/Alumni Cultivation: Judy Davis, Jacksonville, FL	1 hr.	
Zoom meeting, SAM strategic plan review and planning for annual meeting	2 hrs.	
TTU Archives: Stories about Significant Alumni/Donor Cultivation	2 hrs.	
Conducted tour of campus and Bell Hall with potential nursing doctoral candidate Kayla Daniels	1 hr.	
Manuscript Research and Writing	2 hrs.	
January 2025	Total Hours	31 Hrs.
Regional Development: Chamber/Highlands/IDB—Update PILOTs, Perdue Farms Triage	4 hrs.	
Office Work/presidential archives	2 hrs..	
TTU: Manuscript development: "Leadership in the age of AI" to be presented at International Business Conference, Tallahassee FL, March, 2025	8 hrs.	
TTU: collaboration on SAM President's Panel w/ Dr. Susan Elkins, USC, Dr. Henry, New England Tech	2 hrs.	
TTU: Merit Badge University: senior counselor for Citizenship in the Nation Badge, STEM Center (preparation + 8 hours w/ students)	12 hrs.	
Manuscript/Proposal Reviews, Society for Advancement of Management editorial board, Tallahassee	3 hrs.	

February 2025	Total Hours	17 hrs.
Meeting with Mayor Porter, Adam, to discuss new legislation enabling Health/Education Sub-board for IDB		1 hr.
Planning Session with Chancellor Susan Elkins for Panel at International Business Conference-Tallahassee		1 hr.
Refined and submitted paper/presentation on leadership and artificial intelligence for the upcoming SAM Annual Meeting		6 hrs.
Annual Meeting, Cookeville/Putnam Industrial Development Board (Chairman): Regional Development: /Annual PILOT Compliance Reviews Kent Moore, Amy New + IDB members		5 hrs.
TTU Merit Badge University Debriefing/2026 planning		2 hrs.
Developed program proposal with Kelsey Coates, Embry Riddle Aeronautical University for paper on "blending diverse units" in the academic system, for presentation at SAM IBC--Tallahassee		2 hrs.
March 2025	Total Hours	33 hrs.
Met with donor prospect Leo Yates, later with Dean Hanna, and VP Advancement re potential grants/gifts to SON/HEC		4 hrs.
Meetings, IDB/Monterey, TN Tax Increment Financing, Project Dozer		2 hrs.
Final editing, SAM papers and presentations		5 hrs.
Communicated with, and later in month hosted, Distinguished Alum Ashraf Islam, along with Dr. Ada Haynes, re his receiving the Mandela Award at Windows on the World on April 12.		4 hrs.
IDB Attorney Client informational meeting w/ city/county leaders: Expanded IDB role in TIFs, healthcare, education tax abatement		2 hrs.
Attended SAM International Business Conference, Tallahassee, FL March 21-23' presented papers; served on president's panel, board meetings.		16 hrs.
April 2025	Total Hours	21 hrs.
Chairman, Putnam County Mayor's Advisory Committee on Non-Profits		4 hr.
School of Nursing: Worked with Dean Hanna, donor prospect Leo Yates on proposed dietetics course		5 hrs.
Worked with Dr. Ada Haynes/Windows on the World to host WOW honoree Ashraf Islam		3 hrs.
IDB conferences with Steve Pierce, Mayor Randy Porter, Adam Poe, attorney Moore re Perdue closure, Target/Home Depot + TIF/Monterey+ Project Fore		2 hrs.
Completed draft of President Emeritus Report		2 hrs.
Attended Chamber's "State of Education" symposium at Leslie Town Center, 4-10-25		2 hrs.
TTU Foundation: Worked with VP Braswell/Tiff Rector on donor prospects Bob Mackie, Leo Yates		2 hrs.
Midwest Academy of Management, editorial reviewer on manuscript/book proposal		1 hr.
May 2025 (Estimated)	Total Hours	18 hrs.
Update TTU Archives Report		2 hrs.
Industrial Development Board: Perdue, Target/Home Depot TIF		3 hrs.
Putnam County Commission/County Mayor Advisory Committee on Nonprofits		2 hrs.
Dean Hanna, Dr. Anderson, Tiff Rector, Mr. Yates re: possible donation		3 hrs.
SON Development Council		2 hrs.

Society for Advancement of Management, board of directors	2 hrs.
Alumni Cultivation/Development Activity	4 hrs.
June 2025 (Estimated)	Total Hours
TTU Archives—Walton House Renovations; Oakley Farm	2 hrs.
Presentation on Leadership to Governor's School	2 hrs.
Regional Development: IDB/ Chamber/Highlands	4 hrs.
Editorial Reviews, Midwest Academy of Management	3 hrs.
SAM Board of Directors meeting	2 hrs.
Putnam County Commission/Mayor's Advisory Committee on Nonprofits	2 hrs.
Manuscript Development	3 hrs.

6.2

Work Report Summary for President Emeritus Dr. Robert R. Bell Tennessee Technological University	
Total for 2024-25 fiscal year July 1, 2024, through April 30, 2025	212 hrs.
Projected emeriti activities for the remainder of academic and fiscal year, May – June, 2025	36 hrs.
Grand total for 2024-25	248 hours

President Emeritus Report 2024-2025

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

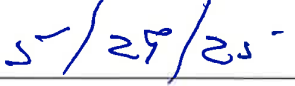
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I spent at least 248 hours performing the work but less than 120 days.

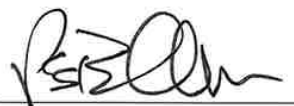


President Emeritus, Dr. Robert R. Bell




Date

I have reviewed the work of Dr. Robert R. Bell for 2024-2025, and I am satisfied that it was well performed.



President, Dr. Philip B. Oldham



Date

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.



Agenda Item Summary

7.1

Date: June 26, 2025

Agenda Item: TTU Policy 511.1 (Fee Charges, Refunds and Fee Adjustments)

☐

Review



Action

☐

No action required

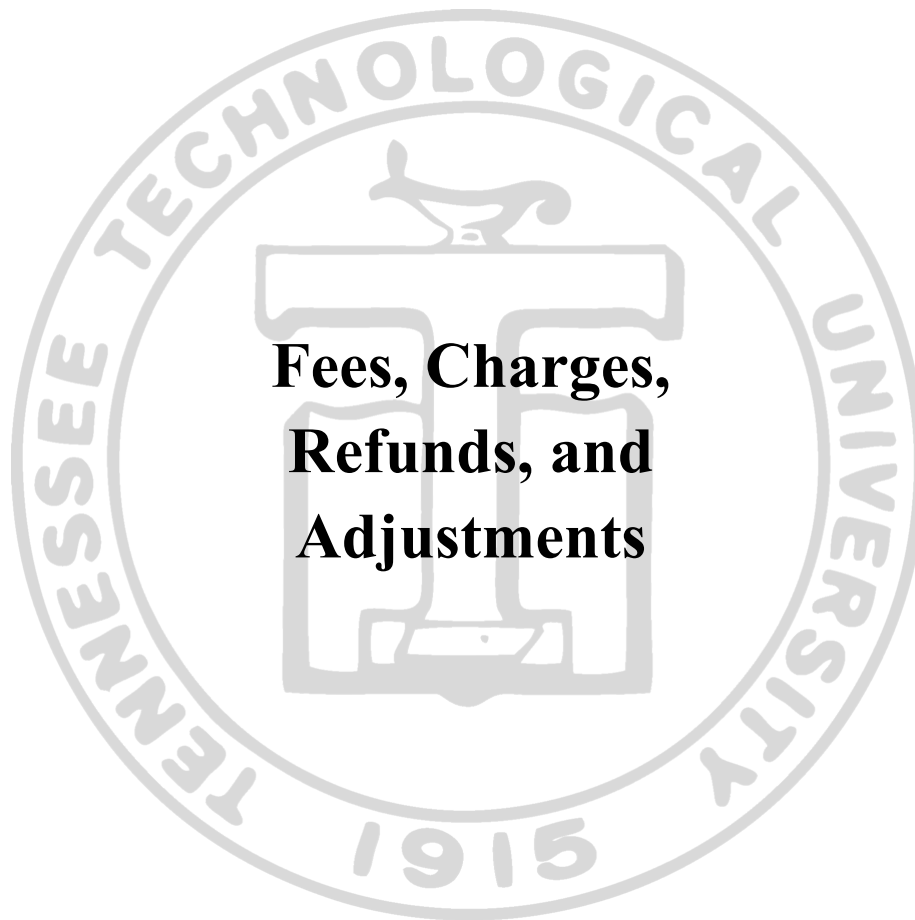
PRESENTER(S): Claire Stinson, Vice President Planning & Finance

PURPOSE & KEY POINTS: Updated policy to be able to implement the latest dual enrollment tuition rates each year. The approved dual enrollment tuition grant amount is received from TSAC (Tennessee Student Assistance Corporation) in July after our Board of Trustees meeting preventing TTU from utilizing the latest rates for the fall semester.

Policy changes also include removal of the language for the hourly tuition rates for above 12 hours for students enrolled prior to 2020. These rates are no longer applicable.

Tennessee Technological University
Policy No. 511.1

7.2



**Fees, Charges,
Refunds, and
Adjustments**

Original Effective Date: July 1, 2017

Revised Dates: July 1, 2020; April 8, 2022; October 19, 2022; July 1, 2025

Reviewed with No Changes: January 24, 2025

Policy No: 511.1**Policy Name: Fees, Charges, Refunds, and Adjustments****I. Purpose**

The purpose of the following guidelinepolicy is to outline significant provisions for consistent administration of fees, charges, and refunds at Tennessee Tech. These policies largely represent a consolidation of existing statements and practices. They are intended to serve as a reference document for institutional staff responsible for implementing and communicating fee-related matters. The policy contents include general and specific provisions for: Maintenance Fees, out-of-state tuition, debt service fees, student activity, miscellaneous and incidental fees, deposits, residence hall fees, and refunds.

7.2**II. Review**

This policy will be reviewed every four years or whenever circumstances require review, whichever is earlier, by the Director of Financial Services in consultation with the Associate Vice President for Business and Fiscal Affairs and 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

- A. Maintenance Fees:** a charge to students enrolled in credit courses calculated based on the number of student credit hours, also known as in-state tuition
- B. Mandatory Fees:** fees consistently applied to all students regardless of major or class selection
- C. Withdrawal:** the formal process whereby a student informs Tennessee Tech of the decision to cease attendance in all classes for the term
- D. LGIs:** Locally Governed Institutions is the term used to refer to the six universities previously under the Tennessee Board of Regents that now have local governing boards after passage of the FOCUS Act including Austin Peay State University, East Tennessee State University, Middle Tennessee State University, Tennessee State University, University of Memphis, and Tennessee Tech
- E. Save Your Seat:** the program whereby students who have not sufficiently paid their fees can retain their schedule by acknowledging during pre-registration that they will attend the current semester
- F. Domestic Student:** any non-resident student as defined by Tennessee Tech Policy 253, Residency Classification, who is a United States citizen
- G. International Student:** any non-resident student as defined by Tennessee Tech Policy 253, Residency Classification, who is not a United States citizen

- H. Military-affiliated:** active-duty military personnel, reservists, members of the national guard, and reserve officer training corps program cadets.

IV. Policy/Procedure

A. Establishment of fees and charges

- 1.** The Tennessee Tech Board of Trustees must approve all institutional fees and charges unless specific exceptions are provided.
- 2.** The Tennessee Higher Education Commission (THEC) Pursuant to T.C.A § 49-7-202(n) provides binding Maintenance Fee ranges for Tennessee Tech each year during the budgeting process. The binding ranges apply to resident, undergraduate students on the Maintenance Fee rate, as well as the sum total maintenance and Mandatory Fee changes. Rates locally approved must abide by these ranges. THEC will not issue binding recommendations on graduate, out-of-state tuition, or other fee rates.
- 3.** The Tennessee Tech President is responsible for the enforcement and collection of all fees and charges. Fees and charges that specifically do not require Board of Trustee approval must receive formal approval by the President or his/her designee.
- 4.** Tennessee Tech will attempt to follow a general format in publishing information on fees and charges, including, but not limited to, the following:
 - a.** All statements which include the fee amount should be complete and specific enough to prevent misunderstanding by readers.
 - b.** When a fee is quoted, the refund procedures should be clearly stated including all qualifying conditions. If there is no refund, it should be labeled as non-refundable.
 - c.** Whenever possible, specific dates related to the payment of fees and refund procedures should be stated.
 - d.** It should be made clear that all fees are subject to change at any time.

B. Approval of exceptions

- 1.** In accordance with these guidelines, the President or his/her designee has the authority to determine the applicability of certain fees, fines, charges, and refunds and to approve exceptions in instances of unusual circumstances or for special groups.

2. All such actions should be properly documented for auditing purposes.

C. Appeals process

1. The appeals process is detailed in TTU Policy 511.2 (Student Fee Adjustments, Refunds, and Appeals).
2. Separate appeals processes may exist for different types of fees, charges, and refunds.
3. The final appeal may be directed to the Vice President for Planning and Finance.

D. Payment of student fees

1. As provided in the TTU Policy 511 (Payment of Student Fees and Enrollment):
 - a. An applicant for admission to Tennessee Tech is considered and counted as a student when all assessed fees have been paid, when the initial minimum payment due under the deferred payment plan has been paid, or when an acceptable commitment from an agency or organization approved by Tennessee Tech has been received.
 - b. An applicant shall possess an acceptable commitment when he/she has submitted a timely application(s) for financial aid with the reasonable probability of receiving such.
2. Pursuant to the above conditions, students who do not (1) prepay all fees, (2) have an approved financial aid deferment, or (3) participate in Save Your Seat will forfeit pre-registration privileges and have their schedule deleted prior to the start of classes for the semester. Students may then re-enroll under the normal registration process.

E. Maintenance Fees

1. Fees are established by the Tennessee Tech Board of Trustees.
2. The same fee is applicable to courses for which the student is enrolled on an audit basis.
3. Rates are established by the Tennessee Tech Board of Trustees and incorporated in a fee schedule by student level (undergraduate and graduate).
 - a. Undergraduate Students

1) Undergraduate students admitted to Tennessee Tech ~~fall 2020 forward~~ will be assessed an hourly rate for hours 1-11 or charged a flat rate once enrolled in at least 12 hours unless stated otherwise elsewhere in this policy

~~2) Undergraduate students admitted to Tennessee Tech prior to fall 2020 will be assessed an hourly rate for hours 1-12. The hourly rate will be discounted when undergraduate students enroll in more than 12 hours unless stated elsewhere in this policy.~~

b. Graduate Students

1) The hourly rate will be discounted when graduate students enroll in more than 10 hours unless stated otherwise elsewhere in this policy.

4. For summer sessions, Maintenance Fees and tuition are assessed using the current hourly rate for both undergraduate and graduate students with no maximum amount for total credit hours enrolled.

5. Maintenance Fees may not be waived; however, specific exceptions are provided in the following instances:

a. Pursuant to T.C.A. § 49-7-113, exceptions exist for certain disabled and elderly students, as well as state service retirees.

1) For audit courses, no fee is required for persons with a permanent, total disability, persons 60 years of age or older and domiciled in Tennessee, and persons who have retired from state service with 30 or more years of service, regardless of age.

2) For credit, a fee of \$70 per semester may be charged to persons with a permanent, total disability, and persons who will become 65 years of age or older during the academic semester in which they begin classes and who are domiciled in Tennessee. This fee includes all Mandatory Fees; it does not include course-specific fees such as all miscellaneous course fees, materials fees, application fee, online course fees, and parking fees. This only applies to enrollment on a space available basis, which permits registration no earlier than four (4) weeks prior to the first day of classes.

b. Pursuant to T.C.A. § 49-7-102, certain statutory fee exceptions exist for dependents and spouses of military personnel killed, missing in action, or officially declared a prisoner of war while serving honorably as a member of the armed forces during a period of armed conflict. If a student invokes these provisions, the correct applicable law should be determined by the

Business Office and Military and Veteran Affairs.

- c. Military reserve and national guard personnel who are mobilized to active military service within six months of attendance at Tennessee Tech and whose mobilization lasts more than six months shall be charged upon re-enrollment at such institution the tuition, Maintenance Fees, student activity fees, and required registration or matriculation fees that were in effect when such student was enrolled prior to mobilization.
 - 1) After re-enrollment, no increase in tuition, Maintenance Fees, student activity fees, or required registration or matriculation fees shall be assessed to such student until a period of time equal to one year plus the combined length of all military mobilizations has elapsed.
 - 2) In no event, however, shall a student's tuition and fees be frozen after re-enrollment for more than four years.
 - 3) To be eligible for the tuition and fee freeze, the student shall have completed military service under honorable conditions and shall re-enroll at Tennessee Tech within six months of release from active duty.
 - 4) A student eligible for the tuition and fee freeze may transfer from one state institution of higher education to another state institution of higher education one time with such student's tuition and fees calculated at the institution to which the student transfers as if the student had been in attendance at that institution before the mobilization that resulted in the student's tuition and fee freeze at the initial institution.
- d. Pursuant to T.C. A§ 49-7-1303 and 49-7-1304 Tennessee Tech University may classify a veteran or military-affiliated individual as a Tennessee resident who is not required to pay out-of-state tuition or an out-of-state fee if the veteran or military-affiliated individual is:
 - 1) Enrolled at Tennessee Tech University
 - 2) Resides outside the state of Tennessee
- e. Dual Enrollment Maintenance Fee is available to high school students meeting the qualifications specified in T.C.A. § 49-4-930.
 - 1) Dual Enrollment Maintenance Fee will be set to a rate equal to the maximum grant amount stipulated by the Tennessee Student Assistance Corporation (TSAC) each year.

F. Accounting treatment and relations to other state schools

1. A revenue account for Maintenance Fees is used to record both the revenue assessed and refunds made.
2. As provided in the Governmental Accounting Standards Board (GASB) Statements 34 and 35, summer school revenues and expenditures must be accrued at fiscal year-end. Summer school activity will not be allocated to only one fiscal year.
3. In some cases, full fees are not assessed to students. These occur when statutes establish separate rates for such groups as the disabled, elderly, and military dependents. The difference between normal fees and special fees is not assessed. Fees not assessed in these cases do not represent revenue.
4. Agreements/contracts may be executed with a third party (federal agency, corporation, institution, etc.), but not with the individual student, to deliver routine courses at a fixed rate or for the actual cost of delivering the course and may provide for fees not to be charged to individual students. Individual student fees will be assessed as usual and charged to the functional category Scholarships and Fellowships. The amount charged to or paid by the third party is credited to the appropriate Grants and Contracts revenue account.
5. In some cases, a non-credit course provides an option to grant regular credit. If a separate or additional fee is collected because of the credit, that amount is reported as Maintenance Fee revenue.
6. Full-time employees of the Tennessee Board of Regents (TBR), the University of Tennessee systems (UT), and LGIs may enroll in one course per term at any public postsecondary institution, with fees waived for the employee.
7. No tuition-paying student shall be denied enrollment in a course because of enrollment of TBR, UT, and LGI employees.
8. Spouses and dependents of employees of the TBR system and other LGIs may be eligible for a student fee discount for undergraduate courses at TBR institutions, the University of Tennessee, and other LGIs.
9. Tennessee Board of Regents institutions and the LGIs may exchange funds for tuition fees of employees' spouses and dependents who participate in a TBR and LGIs' educational assistance programs.
10. To the extent they are not reimbursed by the State, fee waivers for full-time State employees and fee discounts to children of certified public school teachers shall be accounted for as a scholarship.

G. Out-of-state tuition is an additional fee charged to students classified as non-residents as defined by Tennessee Tech Policy 253, Residency Classification, who are enrolled for credit courses, including audit courses. This fee is in addition to the Maintenance Fee.

- 1.** Out-of-state tuition fee rates are established by the Tennessee Tech Board of Trustees and are incorporated in the annual fee schedule by student level
 - a.** A separate hourly rate and/or flat rate for out-of-state tuition will be set for undergraduate and graduate students.
 - b.** Domestic Students
 - 1)** Undergraduate students will be assessed an hourly rate for hours 1-11 or charged a flat rate once enrolled in at least 12 hours.
 - 2)** Graduate students will be assessed an hourly rate for hours 1-9 or charged a flat rate once enrolled in at least 10 hours
 - c.** International Students
 - 1)** The hourly rate will be discounted when undergraduate students enroll in more than 12 hours.
 - 2)** The hourly rate will be discounted when graduate students enroll in more than 10 hours.
 - 3)** For summer sessions, out-of-state tuition fees are assessed using the current hourly rate with no maximum amount for total credit hours enrolled.
- 2.** Applicability of out-of-state tuition is determined pursuant to Tennessee Tech Policy 253, Residency Classification, governing a student's in-state and out-of-state classification for admission purposes. The business office will collect fees based upon student classification as determined by the appropriate authority within the institution.
- 3.** Accounting treatment
 - a.** A revenue account for out-of-state tuition is used for recording both credits for fees and debits for refunds.
 - b.** Other accounting is the same for out-of-state tuition as that outlined under Maintenance Fees except that separate out-of-state accounts are used.

- c. In the case of fees not collected from students under grants and contracts, the same expense account under Scholarships and Fellowships may be used.

H. Program Service Fee

1. Debt service fees

- a. The amount of debt service fees will be approved by the Tennessee Tech Board of Trustees.
- b. For simplicity of administration and communication, Tennessee Tech may combine debt service with Mandatory Fees in quoting fee rates, in fee billings and charges, and in making refunds.
- c. Revenue from debt service fees will be recorded in the unrestricted current fund and then transferred to the retirement of indebtedness fund as either a mandatory transfer or a non-mandatory transfer. The portion of debt service fee revenue used for current-year debt service will be reported as a mandatory transfer. Any additional debt service fee revenue will be transferred to the retirement of indebtedness fund as a non-mandatory transfer.
- d. At the conclusion of the debt retirement for a given project, the debt service fee attributed to the project will cease. Any new project requires the approval of a new debt service fee on its own merits without the reallocation of any existing fee. Any continuation of fees necessary for renewal and replacement of a project for which the debt is totally retired must be approved for that purpose by the Tennessee Tech Board of Trustees.

2. Student Activity Fees

- a. A student government activity fee may be established pursuant to T.C.A. § 49-8-109. Any increase in this fee shall be subject to a referendum for student body approval or rejection. These fees will be restricted current funds additions. These fees are refundable on the same basis as Maintenance Fees or as established by Tennessee Tech Board of Trustees.
- b. Student activity fees (other than student government activity fees) will be approved by the Tennessee Tech Board of Trustees. Such fees may be recommended based on services to be provided which are related to the activity fee. These fees will be unrestricted current funds revenues. These fees are refundable on the same basis as Maintenance Fees or as established by the Tennessee Tech Board of Trustees.

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3. Technology Access Fees (TAF)

- a. A fee shall be levied by Tennessee Tech for the purpose of providing student access to computing and similar technologies.
- b. TAF is refundable on the same basis as Maintenance Fees.
- c. Tennessee Tech shall establish expenditure accounts and designated revenue accounts for purposes of recording technology access fees and expenditures.
- d. The TAF should be used by Tennessee Tech for direct student benefit, for items such as new and improved high technology laboratories and classrooms, appropriate network and software, computer and other equipment, and technological improvements that enhance instruction. Examples of TAF use include the following items:
 - 1) Computers and other technical laboratory supplies, equipment, and software and maintenance.
 - 2) Network costs (WWW internet, interactive video, etc.)
 - 3) "Smart" or multimedia classroom equipment and classroom modifications.
 - 4) Lab and course staffing - student and staff assistance for lab and classroom uses.
 - 5) Renewal and replacement reserves as necessary.
 - 6) New machines for faculty use when faculty are actively engaged in developing and conducting on-line courses.
 - 7) Faculty and staff development directly related to the introduction or application of new technology that impacts students. These guidelines should have the flexibility to place instructional technology in a faculty lab where course materials are being prepared. For example, TAF funds can be used to create faculty labs to include the purchase of computers and to conduct faculty training and course development. (Travel costs for faculty and staff are excluded; however, consultants may be hired as needed for training.)
 - 8) Infrastructure (wiring, network, servers, etc.) necessary to provide students maximum computing capability. A ceiling is

established of 50% of the total project costs from which TAF can be used.

- 9) Expand technology resources in library, i.e., video piped anywhere on campus, interactive video room for distance education, network for web video courses.

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4. Facilities Fee

This fee will be used to improve facilities and fund expenditures such as replacing carpets in student lounges, remodeling classrooms, etc. The fee will not be used for routine maintenance, but will be used to make improvements to areas that have an impact on students. The intended projects will be disclosed during the normal budget cycles. The fee is refundable on the same basis as Maintenance Fees.

I. Specialized academic fees

1. Certain academic programs require expensive maintenance/updating of equipment and software and the employment of highly qualified staff. The high costs of instruction for these programs can be offset by establishing specialized academic fees, with the Tennessee Tech Board of Trustees approval.
2. To receive approval for a specialized academic fee, a program will be required to meet criteria a., High Cost of Instruction, as defined below. Additionally, the program should document meeting criteria b - g., as applicable.
 - a. High Cost of Instruction. Programs qualifying for charging specialized academic fees must demonstrate that they are more costly than other programs offered by Tennessee Tech. If appropriate, the extraordinary cost of the program must be validated including benchmarking with similar programs in the region and nation.
 - b. High Demand. The number of students enrolled in the program and the student credit hours generated are sufficient to justify additional fees.
 - c. High Cost of Updating/Maintaining Equipment and Software. Programs qualifying for charging specialized academic fees are expected to be those that require extensive maintenance and regular updating of equipment and/or software. An average hardware/software cost per student credit hour serves as the basis for determining the amount of the fee.
 - d. Accreditation. Meeting standards of specific accrediting agencies may also qualify a specialized program for charging specialized academic fees. The

accrediting standards that justify a fee are those that specify the possession and use of certain equipment and unique software that are extraordinarily costly and/or the employment of faculty with specific credentials that demand high salaries.

- e. High Recognition and Quality. The programs approved for specialized academic fees are expected to be distinctive and with a regional or national reputation. The program must demonstrate that it has achieved exceptional recognition in its particular enterprise.
 - f. High Value to Tennessee. The program must demonstrate that it is a good investment for the State of Tennessee to justify charging extra fees to the student. The graduates' earning potential and the associated benefit to the state economy should be projected, as well as the efforts taken by the institution to aid graduates in finding appropriate employment in Tennessee.
 - g. Impact on Affected Students. Through surveys, questionnaires, or other suitable means, the program must demonstrate that the charging of additional fees will not diminish enrollment. The program should demonstrate that enrolled students realize that the potential earning power in the work force justifies their additional investment.
3. Tennessee Tech's Colleges and Schools must submit documentation of the above applicable criteria when requesting approval of a specialized academic fee. Specialized academic course fee revenues are limited to funding related costs accumulated in the instruction function.
- J. All miscellaneous fees must be approved by the Tennessee Tech Board of Trustees. Fees for courses requiring special off-campus facilities or services do not require Board approval but should reflect the cost of the facilities or services.
- K. Incidental fees and charges are subject to approval by the Tennessee Tech Board of Trustees including:
- 1. Application fees: undergraduate \$25.00, graduate \$30.00, international \$40.00.
 - 2. Returned check fees: Tennessee Tech will charge a nonrefundable returned check fee that is the maximum set by state law. This fee will apply to all returned checks received by the institution, whether from students, faculty, staff, or other parties. The university will review state statutes each spring to determine any changes.
 - 3. Parking: A nonrefundable fee may be levied per academic year, per fiscal year and/or per academic term for motor vehicle registration, and such fee shall be applicable to each student, faculty and staff member.

4. Traffic fines: These nonrefundable fines apply to all employees and students.
5. Applied music fees: These fees are charged for private music lessons or small group training sessions and are refundable on the same basis as Maintenance Fees.
6. Late registration fee: Up to \$100 will be charged during the entire period of late registration.

- L. The following fees and charges may be approved by the Vice President for Planning & Finance and the President and established and administered by Tennessee Tech. No specific approval or notification to the Tennessee Tech Board of Trustees will be required unless subject to other Board or State requirements.
1. Sales of goods and services of a commercial nature, including bookstores, food services, vending, laundry, and similar activities.
 2. Rental of non-student housing and facilities.
 3. Admissions fees to athletic and other events open to the public, including special events sponsored by campus organizations and activities.
 4. Sales and services of educational activities such as clinical services, publications, etc.
 5. Registration for conferences, institutes, and non-credit activities.
 6. Fees for use of campus facilities for recreational purposes.
 7. Parking permits and parking meters for use by guests and visitors.
 8. Nonrefundable library fines, which will apply to students, faculty, staff, and other library users.
 9. Nonrefundable thesis and dissertation fees determined based upon cost to the institution.
 10. Child care fees for kindergarten, preschool, early childhood, day care, or similarly defined activities. The refund policy will be established by Tennessee Tech.
 11. Nonrefundable special exam fee determined based upon cost to Tennessee Tech.

12. Nonrefundable standardized test fees determined based upon the cost for administering the tests.
13. Nonrefundable identification card replacement. There will be no charge for the original identification card. A fee may be set by Tennessee Tech to offset the cost of replacing the card. This fee applies only to student ID cards and not to faculty and staff ID's.
14. Replacement of damaged or lost Tennessee Tech property and equipment. Fee must be based on reasonable cost to replace.

M. Deposits

1. Breakage deposits may be recommended by Tennessee Tech for Board approval for courses in which it can be shown that there is a reasonable chance of loss or damage to items issued to students. The amount of the deposit should be related to the materials issued and subject to a 100% refund.
2. A deposit may be established by Tennessee Tech for rent or lease of buildings and facilities or for the issuance of other institutional property or equipment. Deposits should be subject to a 100% refund if no damage or loss occurs. The amount of such deposits should be related to the value of the facilities or equipment subject to loss and the general ability of the institution to secure reimbursement should loss or damage occur.
3. Tennessee Tech is authorized to require a security deposit for residence hall facilities which may be forfeited by the student for failure to enter into a residence agreement or non-compliance with applicable agreement terms.

N. Student residence hall and apartments

1. All regular and special rental rates for student dormitories and student apartments will be approved by the Tennessee Tech Board of Trustees upon the recommendation by the President. Special rates for non-student groups during summer periods may be approved by the Vice President for Planning and Finance and the President.
2. Rental for student dormitory or residence hall units shall be payable in full in advance of the beginning of a term. However, Tennessee Tech shall offer an optional payment plan under which a prorated amount of the rental shall be payable monthly in advance during the term. A monthly service charge and a late payment charge may be assessed. Residence Hall students can participate in the deferred payment plan (TTU Policy 511.3 Deferred Payment Plan).

- O.** Tennessee Tech may submit for Board of Trustee approval of fees and charges not specifically covered by this policy.
- P.** Fees may be established to control the utilization of facilities and services or to offset the cost of extraordinary requirements as a result of specific programs or activities.
- Q.** When fees and charges are incorporated in agreements with outside contractors and vendors, specific rates, refunds, and conditions must be clearly stated.
- R.** Fees for auxiliary services must take into consideration that Auxiliary Enterprises should be at least a break-even operation with rates and charges generating revenue sufficient to cover all expenses as defined in operating budget guidelines.
- S.** Fees established for non-credit courses and activities shall be sufficient to cover the total costs incurred in providing the program, including any indirect costs, plus a minimum of 25% of the annual instructional salary costs including contractual salary costs or personal services contracts.
- T.** Students enrolled for six or more hours are eligible for full-time privileges, i.e., access to social, athletic, and cultural functions, pursuant to T.C.A. § 49-8-109.
- U.** Refunds and fee adjustments
 - 1.** Adjustments to all fees and charges must be in accordance with the following provisions except as previously stated, or when required by federal law or regulation to be otherwise.
 - 2.** Pursuant to T.C.A. §§ 49-7-2301 and 49-7-2302, students called to active military or National Guard service during the semester are entitled to a 100% adjustment or credit of Mandatory Fees. Housing and meal ticket charges may be prorated based on usage.
 - 3.** Maintenance Fee refunds and adjustments
 - a.** Refunds are 100% for courses canceled by Tennessee Tech.
 - b.** Changes in courses involving the adding and dropping of equal numbers of SCH's for the same term at the same time require no refund or assessment of additional Maintenance Fees, unless the dropping and adding involves TN eCampus courses.
 - c.** The fee adjustment for Withdrawals or drops during regular terms (fall and spring) is 75% from the first day of classes through the fourteenth calendar day of classes and then reduced to 25% for a period of time which extends 25% of the length of the term. When the first day of the academic term falls on a Saturday, the 100% refund period is extended

through the weekend until the following Monday morning (12:01 am). There is no fee adjustment after the 25% period ends. Dropping or withdrawing from classes during either the 75% or the 25% fee adjustment period will result in a fee adjustment of assessed Maintenance Fees based on the total credit hours of the final student enrollment.

- d. For summer sessions and other short terms, the 75% fee adjustment period and the 25% fee adjustment period will extend a length of time which is the same proportion of the term as the 75% and 25% periods are of the regular terms.
- e. All fee adjustment periods will be rounded to whole days and the date on which each fee adjustment period ends will be included in publications. In calculating the 75% period for other than the fall and spring and in calculating the 25% length of term in all cases, the number of calendar days during the term will be considered. When the calculation produces a fractional day, rounding will be up or down to the nearest whole day.
- f. A full refund (100%) is provided on behalf of a student whose death occurs during the term. Any indebtedness should be offset against the refund.
- g. A 100% refund will be provided for students who enroll under an advance registration system but who drop a course or courses prior to the beginning of the first day of class.
- h. A 100% refund will be provided to students who are compelled by Tennessee Tech to withdraw when it is determined that through Tennessee Tech error they were academically ineligible for enrollment or were not properly admitted to enroll for the course(s) being dropped. An appropriate official must certify in writing that this provision is applicable in each case.
- i. When courses are included in a regular term's registration process for administrative convenience, but the course does not begin until later in the term, the 75%/25% fee adjustment periods will be based on the particular course's beginning and ending dates. This provision does not apply to classes during the fall or spring terms which may meet only once per week. Those courses will follow the same refund dates as other regular courses for the term.
- j. The fee adjustment is calculated as the difference between (1) the per credit hour cost of originally enrolled hours and (2) the per credit hour cost of the courses at final enrollment after adjustments have been applied for all courses dropped. Adjustments are calculated at the full

per credit hour rate less the fee adjustment credit at the applicable fee adjustment percentage (regardless of the original number of hours enrolled). Not all drops/Withdrawals will result in fee adjustments.

4. The fee adjustment provision for out-of-state tuition is the same as that for Maintenance Fees. The 75% fee adjustment period and the 25% fee adjustment period will follow the same dates as the fee adjustment periods for Maintenance Fees. When 100% of Maintenance Fees are refunded, 100% of out-of-state tuition also is refunded. Calculation procedures are the same as those specified for Maintenance Fees.

5. Program Service Fee will be subject to the same refund policy as Maintenance Fees.

6. Refund of residence hall rent after registration will be prorated on a weekly calendar basis when the student is forced to withdraw from the residence hall:

- a.** Because of personal medical reasons confirmed in writing by a licensed physician, or
- b.** Full refund will be made in the case of the death of the student.
- c.** Withdrawals for other reasons will be subject to the same 75%/25% amounts and time periods as Maintenance Fees.
- d.** No refund will be made other than under the above conditions.

7. Residence hall reservations and any deposits will be refunded in full if:

- a.** Tennessee Tech is notified by a specific date which it establishes, but which may not be later than fourteen (14) calendar days prior to the first official day of registration,
- b.** The student is prevented from entering Tennessee Tech because of medical reasons confirmed in writing by a licensed physician, or
- c.** Residence hall space is not available.
- d.** Full refund will be made in the case of the death of the student.

8. The Tennessee Tech meal plan refund policy is described in Policy 511.2 (Student Fee Adjustments, Refunds, and Appeals).

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 for Authority for Policy

T.C.A. § 49-8-113; T.C.A. § 49-8-201(f)(8)(C); TBR Guideline B-060; TBR Rule 0240-1-2.01 et seq.; T.C.A § 49-7-2301; T.C.A § 49-7-2302; T.C.A §49-7-1303; T.C.A. § 49-7-1304

7.2

Approved by:

Administrative Council: February 22, 2017

University Assembly: April 19, 2017

Board of Trustees: March 23, 2017; September 29, 2020; October 6, 2022

President on September 3, 2020, September 21, 2020, and August 22, 2022, to be retroactive to April 8, 2022, June 10, 2025 pursuant to Policy 101, Section VII.A.

Received by:

Administrative Council: September 30, 2020; January 25, 2023;

University Assembly: November 18, 2020; April 19, 2023;



Agenda Item Summary

8.1

Date: June 26, 2025

Agenda Item: Faculty Promotions

☐

Review

☐

Action

☒

No action required

PRESENTER(S): Dr. John Liu

PURPOSE & KEY POINTS: Decisions and supporting documentation for granting promotions to eligible faculty members.

Tennessee Tech University**Board of Trustees****FACULTY PROMOTION CERTIFICATION STATEMENT**

Thirty-two faculty members have been awarded promotion effective August 2025, including:

- 1 From Instructor to Senior Instructor
- 0 From Senior Instructor to Master Instructor
- 4 From Lecturer to Senior Lecturer
- 4 From Senior Lecturer to Master Lecturer
- 14 From Assistant to Associate Professor
- 9 From Associate to Professor

The percentage of total faculty receiving promotions is 7%.

Based on these promotions, the distribution of faculty positions by rank is the following:

Rank	Previous Year Aug 15, 2024	Current Year Aug 15, 2025*	Previous Faculty Rank Distribution Aug 15, 2024	Current Faculty Rank Distribution Aug 15, 2025
Instructor	24	20	5%	4%
Senior Instructor	6	7	1%	2%
Master Instructor	7	7	1%	2%
Lecturer	60	66	13%	14%
Senior Lecturer	30	29	6%	6%
Master Lecturer	3	6	1%	1%
Assistant Professor	107	100	23%	21%
Associate Professor	102	101	22%	21%
Professor	132	139	28%	29%
Total	471	475	100%	100%

*Anticipated faculty numbers including vacancies; final numbers may vary slightly depending on the outcomes of ongoing national searches.

DATE: May 9, 2025

Tennessee Tech University Board of Trustees

FACULTY PROMOTIONS EFFECTIVE AUGUST 1, 2025

	Name	College	Department/School	Current Rank	New Rank
1	Bundy, Sid	Business	Accounting	Assistant Professor	Associate Professor
2	Burch, Teddy	Interdisciplinary Studies	Communication	Assistant Professor	Associate Professor
3	Chambers , Amy	Arts and Sciences	Mathematics	Associate Professor	Professor
4	Datta, Tania	Engineering	Civil and Environmental Engineering	Associate Professor	Professor
5	Davis, Philip	Arts and Sciences	History	Instructor	Senior Instructor
6	Donadio, Andrew	Whitson-Hester School of Nursing	Nursing	Assistant Professor	Associate Professor
7	Driggers, Edward (Allen)	Arts and Sciences	History	Associate Professor	Professor
8	Edwards, Derrick	Education	Counseling and Psychology	Assistant Professor	Associate Professor
9	Field, Joshua	Fine Arts	Art, Craft and Design	Assistant Professor	Associate Professor
10	Grimes , Rene (Ka)	Education	Curriculum and Instruction	Lecturer	Senior Lecturer
11	Henry, Sharon	Arts and Sciences	English	Senior Lecturer	Master Lecturer
12	Hensley, James	Education	Counseling and Psychology	Senior Lecturer	Master Lecturer
13	Hermann-Turner, Katherine	Education	Counseling and Psychology	Associate Professor	Professor
14	Hill, Colin	Fine Arts	Music	Associate Professor	Professor
15	Holley, Adam	Arts and Sciences	Physics	Associate Professor	Professor
16	Hoover, Erin	Arts and Sciences	English	Assistant Professor	Associate Professor
17	Hutson, Samantha	Agriculture and Human Ecology	Human Ecology	Assistant Professor	Associate Professor
18	Matthews, Ryan	Business	Decision Sciences and Management	Assistant Professor	Associate Professor
19	Mohr, Benjamin	Engineering	Civil and Environmental Engineering	Associate Professor	Professor
20	Moldenhauer, Jonathan	Arts and Sciences	Chemistry	Lecturer	Senior Lecturer
21	Panter, Nikki	Arts and Sciences	Biology	Senior Lecturer	Master Lecturer
22	Park, Hyewon	Business	Economics, Finance and Marketing	Assistant Professor	Associate Professor
23	Peng , Yi	Business	Economics, Finance and Marketing	Assistant Professor	Associate Professor
24	Ramsey, Elizabeth	Agriculture and Human Ecology	Human Ecology	Assistant Professor	Associate Professor
25	Rogers, Marcus	Arts and Sciences	Mathematics	Lecturer	Senior Lecturer
26	Shannigrahi, Susmit	Engineering	Computer Science	Assistant Professor	Associate Professor
27	Smith, Wendy	Arts and Sciences	Mathematics	Senior Lecturer	Master Lecturer
28	Van Neste , Charles	Engineering	Electrical and Computer	Assistant Professor	Associate Professor
29	Veerapen, Padmini	Arts and Sciences	Mathematics	Associate Professor	Professor
30	Wilbanks, Robert	Business	Accounting	Associate Professor	Professor
31	Williams, Seth	Business	Decision Sciences and Management	Lecturer	Senior Lecturer
32	Wright, Lauren	Arts and Sciences	Sociology and Political Science	Assistant Professor	Associate Professor



Agenda Item Summary

Date: June 26, 2025

Agenda Item: Tenure Recommendations

9.1

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Review

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Action

☐

No action required

PRESENTER(S): Dr. John Liu

PURPOSE & KEY POINTS: Recommendations and supporting documentation for granting tenure to eligible faculty members.

Tennessee Tech University**Board of Trustees****FACULTY TENURE CERTIFICATION STATEMENT**

Thirteen faculty members are hereby recommended for tenure beginning August 2025.

9.2

If these recommendations are approved, the percentage of tenured faculty members at Tennessee Tech University in Fall 2025 will be 54%, which includes new tenure-track positions anticipated for 2025-2026.

Below is a table showing the percentage of faculty members at Tennessee Tech University holding tenure for each of the past five years and the projected percentage for Fall 2025.

Year	Proportion of Full-Time Faculty Holding Tenure
2020	60%
2021	59%
2022	59%
2023	54%
2024	55%
2025	54%

Across all university types, the national average proportion of full-time faculty holding tenure is **46.0%**. Across all universities with Carnegie Classification of “R2: Doctoral University”, the national average proportion of full-time faculty holding tenure is **46.1%.***

* Source: IPEDS Human Resources survey component 2023-24 provisional release. Last Updated by AAUP on January 28, 2025

DATE: May 9, 2025

Tennessee Tech University
Board of Trustees

FACULTY TENURE RECOMMENDATIONS FOR 2025-2026. *Recommended personnel are listed alphabetically by last name.*

	Name	Department/School	College	Current Rank
1	Bundy, Sid	Accounting	Business	Assistant Professor*
2	Burch, Teddy	Communication and Media	Interdisciplinary Studies	Assistant Professor*
3	Donadio, Andrew	Nursing	Whitson-Hester School of Nursing	Assistant Professor*
4	Edwards, Derrick	Psychology	Education and Human Sciences	Assistant Professor*
5	Field, Joshua	Art, Craft and Design	Fine Arts	Assistant Professor*
6	Hoover, Erin	English	Arts and Sciences	Assistant Professor*
7	Hutson, Samantha	Human Ecology	Agriculture and Human Ecology	Assistant Professor*
8	Matthews, Ryan	Decision Sciences and Management	Business	Assistant Professor*
9	Park, Hyewon	Economics, Finance and Marketing	Business	Assistant Professor*
10	Peng, Yi	Economics, Finance and Marketing	Business	Assistant Professor*
11	Ramsey, Elizabeth	Human Ecology	Agriculture and Human Ecology	Assistant Professor*
12	Shannigrahi, Susmit	Computer Science	Engineering	Assistant Professor*
13	Wright, Lauren	Sociology and Political Science	Arts and Sciences	Assistant Professor*

* *Individuals also being promoted and included in total number of faculty promotions.*



Agenda Item Summary

Date: June 26, 2025

Agenda Item: Internal Audit Plan Update



Review



Action



No action required

10.1

PRESENTER(S): Amy Wilegus, Chief Audit Executive

PURPOSE & KEY POINTS:

The comprehensive, risk-based internal audit plan includes audit and advisory projects reflective of the current risk environment, compliance topics, and engagements required by policy, state statute, or regulation. The plan is updated throughout the year in response to emerging or changing risks. The updated audit plan is provided for review.

Tennessee Tech University
2025 Internal Audit Plan
 As of May 15, 2025

Category	Type	Project Name	Identified Risk	Status
R	I	Investigation 25-01	Financial/Fraud, Waste, or Abuse	Completed
R	I	Investigation 25-02	Financial/Fraud, Waste, or Abuse	Completed
R	V	IA Quality Assurance and Improvement Program	Compliance	Completed
R	A	Audit Follow-up	Compliance	In progress
R	C	External Audit Coordination	Compliance	In progress
R	I	Investigation 25-03	Financial/Fraud, Waste, or Abuse	In progress
R	I	Investigation 25-04	Financial/Fraud, Waste, or Abuse	In progress
R	I	Investigation 25-05	Financial/Fraud, Waste, or Abuse	In progress
R	A	OVC Student Assistance Funds	Compliance	Scheduled
R	A	President's Office Expenses	Financial/Fraud, Waste, or Abuse	Scheduled
R	C	Management Assessment of Internal Controls	Compliance	Scheduled
R	V	Enterprise Wide Risk Assessment	Compliance	Scheduled
RI	V	Conflict of Interest Review V-25-01	Financial/Fraud, Waste, or Abuse	Completed
RI	A	Chemical Inventory Audit	Disaster Preparation	Deferred
RI	A	Lab Safety	Disaster Preparation	Deferred
RI	A	Policy Compliance Audit (College of Arts & Sci)	Financial/Fraud, Waste, or Abuse	In progress
RI	A	Student Fees	Enrollment Impact	In progress
RI	C	Procard Program Assessment	Financial/Fraud, Waste, or Abuse	In progress
RI	A	Sponsored Programs	Compliance	Scheduled
RI	C	Ransomware Assessment	Disaster Preparation	Scheduled
RI	C	Talon System Implementation Review	Financial/Fraud, Waste, or Abuse	Scheduled
Proposed Bench Projects				
RI	C	ADA Compliance	Compliance	N/A
RI	A	Enrollment Management	Enrollment Impact	N/A
RI	V	SACSCOC Accreditation	Accreditation Impact	N/A

Project Category	
R	Required
RI	Risk-based

Project Type	
A	Audit
C	Consultation
I	Investigation
V	Review