

MEETING OF THE



TENNESSEE HIGHER EDUCATION COMMISSION

Spring Quarterly Meeting
18th Floor, Parkway Towers
April 24, 2014

AGENDA
TENNESSEE HIGHER EDUCATION COMMISSION
Commission Boardroom, Parkway Towers
April 24, 2014, 1:00 p.m. CDT

Adoption of Agenda

Approval of Minutes, January 30, 2014 Meeting

Chairman's Report

Executive Director's Report

Systems' Reports

Tennessee Board of Regents
University of Tennessee

I. Action Items

- A. Approval of New Academic Degree Programs
 - 1. Austin Peay State University – Theatre/Dance, BA and BFA
 - 2. Austin Peay State University – Engineering Technology, MS
 - 3. East Tennessee State University – Digital Marketing, MS
- B. Postsecondary Education Authorization
 - 1. Institutional Reauthorization (July 1, 2014 - June 30, 2015)
 - 2. Authorization of New Institutions
 - 3. Approval of New Programs
 - 4. Recommendations for Appointments to the Committee on Postsecondary Educational Institutions
 - 5. Rule Revisions
- C. 2014 SAILS Program Selection

II. Information Items

- A. Drive to 55 Status Report
- B. Amendment to the FY2014-15 Disclosed Capital Projects List
- C. Overview of THEC Statutory Reports
- D. Office of P-16 Initiatives Update
- E. Core to College: Year 1 Update
- F. Legislative Update
- G. Conflict of Interest Disclosure Policy for Commission Members
- H. Summer Commission Meeting, July 24, 2014

The Tennessee Higher Education Commission is pleased to announce the 2014 recipients of the Harold Love Outstanding Community Service Award. On April 24, 2014, a reception will be held in their honor at Parkway Towers, 18th Floor, 404 James Robertson Parkway, Nashville, Tennessee, at 3:30 p.m. Central time.

MINUTES
TENNESSEE HIGHER EDUCATION COMMISSION
January 30, 2014, 1:00 p.m. CST

The meeting was called to order by Chairman Cato Johnson at 1:00 p.m.

Commission Members present:

Mr. Evan Cope	Mr. Jon Kinsey
Mr. Robert Fisher	Ms. Pam Koban
Secretary Tre Hargett	Treasurer David Lillard
Ms. Sharon Hayes	Mayor AC Wharton
Mr. Greg Isaacs	Mr. Keith Wilson
Mr. Adam Jarvis	Comptroller Justin Wilson
Mr. Cato Johnson	

Opening Remarks

Chairman Johnson welcomed all and thanked them for their attendance. He then recognized Dr. Richard Rhoda for remarks. Dr. Rhoda welcomed special guests, which included Dr. Shirley Raines, President Emeritus, University of Memphis and Ms. Keri McInnis, new member of the TSAC board of directors and joint THEC/TSAC audit committee. He also welcomed Mr. Randy Boyd, special advisor to the Governor for higher education.

Adoption of Agenda

Mr. Johnson called for a motion to approve the agenda. Secretary Tre Hargett made a motion to approve the agenda as presented. Mr. Adam Jarvis seconded the motion; the motion was duly adopted.

Approval of Minutes, November 14, 2013, Meeting

Mr. Johnson called for a motion to approve the minutes of the November 14, 2013, Commission meeting. Mr. Keith Wilson made a motion to approve the minutes as presented. Mr. Jon Kinsey seconded the motion; the motion was duly adopted.

Chairman's Report

Mr. Johnson commented on the productive work session earlier in the day and noted the excellent presentations and good discussion.

Executive Director's Report

Dr. Rhoda was recognized to provide his remarks. He began by commenting on the discussion in the worksession. Dr. Rhoda commended the Governor, Randy Boyd, Claude Pressnell, and both UT and TBR administrations for the progress that is being made to improve educational attainment in Tennessee. Dr. Rhoda noted the support provided by Randy Boyd with all new initiatives like the Drive to 55 and the SAILS (Seamless Alignment Integrated Learning Support) program. Dr. Rhoda then recognized Mr. Mike Krause to provide a brief summary of the SAILS program.

Mr. Krause began by noting that Chattanooga State has expanded its program from 600 to 6,000 students in a 90 day period and includes all 13 community colleges. He also stated that to date, there are over 2,200 SAILS completers, over \$3M saved in tuition and book expenses, and 6,359 semesters saved in time.

Systems' Reports

Tennessee Board of Regents

Dr. Tristan Denley, Vice Chancellor for Academic Affairs, Tennessee Board of Regents, was recognized to present his report. Dr. Denley began by advising the Commission of the following leadership changes and presidential searches in the TBR system: the presidential search for the University of Memphis is in progress; Dr. William Seymour has been named president of Cleveland State Community College; and Dr. Timothy Hall, president of APSU, is taking a position as president of Mercy College in New York beginning in May. He then commented on current initiatives including the Drive to 55 and the system-wide approach to guide students, undecided on their major, on the right path.

University of Tennessee

Dr. India Lane, Assistant Vice President for Academic Affairs, University of Tennessee, was recognized to present this report. Dr. Lane began by reporting on the Transfer tool initiative, which is funded by a Lumina grant and implemented in collaboration with THEC, TBR, and TICUA. Dr. Lane then provided an update on online innovation funds, which include two pilot courses in the fall of 2013 and two more courses will be added in the spring.

Action Items

Approval of Academic Degree Programs

University of Memphis – Health Systems and Policy, PhD

Ms. Betty Dandridge Johnson, Associate Executive Director for Academic Affairs, presented the recommendation for the new academic program. Ms. Dandridge Johnson stated the program is designed for those who intend to teach and conduct research. She stated that by utilizing best-practices and rigorous scientific theories and methods helps to understand the processes, functions, and policies of health systems on local, state-specific, regional, national and international scales. She also stated that this program will emphasize attention to policy-specific opportunities within urban health systems. Mr. Johnson called for a motion to approve the proposed program. Secretary Hargett made a motion to approve. Mr. Jarvis seconded the motion; the motion was duly adopted.

Temporary Authorization of New Institutions, and Approval of New Programs Under the Postsecondary Authorization Act

Dr. Stephanie Bellard Chase, Assistant Executive Director for Postsecondary School Authorization, presented the recommendations of staff and the Committee on Postsecondary Educational Institutions to grant temporary authorization to proposed new institutions and new programs. A listing of the institutions and programs is included as Attachment A to the official copy of the minutes. A motion was made by Mr. Wilson to adopt the recommendations, as presented. Mr. Kinsey seconded the motion; the motion was duly adopted.

Postsecondary School Authorization Proposed Rule Revisions

Ms. Julie Woodruff, Director of DPSA and Lead Attorney, was recognized to present this item. Ms. Woodruff reviewed the proposed rule revisions sent to all DPSA institutions and stated that DPSA staff requested institutions submit comments to the proposed revisions. Ms. Woodruff noted that from the comments received, additional changes were made that such changes to Rules 1540-01-02-.03, .05, .07, .08, .11, .13, .14, .16 and .19 and a proposal to add Rule 1540-01-02-.26 are being presented for consideration. Ms. Woodruff advised that on January 16, 2014, the Committee on Postsecondary Educational Institutions voted unanimously to recommend the proposed rule revisions for consideration for the purpose of filing a Notice of Rulemaking Hearing with the Tennessee Secretary of State. Secretary Tre Hargett made a motion to approve the proposed rule revisions, as presented and to authorize DPSA staff to conduct a rulemaking hearing as soon as possible. Mr. Wilson seconded the motion; the motion was duly adopted.

October 31 Revised Budgets, 2013-14

Dr. Russ Deaton, Associate Executive Director of Fiscal Policy & Administration was recognized. Dr. Deaton stated that the General Appropriations Act requires the operating budgets of all higher education units be submitted by the respective governing boards to the Higher Education Commission. He noted that each higher education system submits operating budget estimates twice a year and the proposed and revised estimates are referred to as the July 1 and October 31 operating budgets, respectively. He stated that campuses have again directed the majority of their resources to the teaching functions.

Dr. Deaton also stated that expenditures for auxiliary enterprises have not exceeded revenues plus unallocated auxiliary fund balances and noted that all higher education budget entities have submitted the required financial data and are in compliance with all budget guidelines and legislative directives. A copy of the recommendations is included as Attachment B to the official copy of the minutes. Ms. Hayes made a motion to adopt the 2013-2014 October 31 revised budgets and the Commission authorizes the Executive Director to make any necessary technical corrections as necessary and transmit to the department of Finance and Administration for their approval. Mr. Jarvis seconded the motion; the motion was duly adopted.

Tennessee Technological University Master Plan Update Refinement

Dr. Deaton stated the 2013 Refinement is intended to serve as a supplement to the master plan approved in 2010 in order to incorporate the vision of TTU president Dr. Philip Oldham, who was inaugurated in 2012. He also stated the Refinement enhances many of the concepts proposed in the 2010 Master Plan with three notable exceptions: the divergence from a long-term approach in creating a multi-building science complex to the near-term construction of an integrated Science Building; the incorporation of a Student Intramural Building in the near-term; and an acceleration of the greening of the campus.

A motion was made by Ms. Hayes to adopt the Tennessee Technological University Master Plan Update Refinement as presented. Mr. Adam Jarvis seconded the motion; the motion was duly adopted.

Reappointment of Audit Committee Member

Ms. Ann Collett, Internal Auditor THEC/TSAC, was recognized. Ms. Collett reviewed the Audit Committee charter which outlines the requirements for membership on the audit committee. She stated that Ms. Sharon Hayes has completed a three-year term on the committee and is recommended by the Executive Director for reappointment to another three-year term as permitted by the charter. Mr. Cope made a motion to approve the reappointment of Ms. Sharon Hayes to the Audit Committee. Comptroller Justin Wilson seconded the motion; the motion was duly adopted.

Information Items

Colleges of Memphis Approach to Drive to 55

Mayor AC Wharton was recognized to provide this item. Mayor Wharton stated that on February 4, 2013, Lumina Foundation announced that Memphis will be among the first 20 cities in America to partner with Lumina in a mobilization effort designed to increase the number of local residents with postsecondary credentials.

He stated the purpose of Memphis' Community Partnership for Attainment is to increase postsecondary attainment in Memphis by creating a city-wide postsecondary attainment goal tied to Tennessee's Drive to 55 strategies, the Lumina Foundation's Goal 2025, and the Obama Administration's 2020 postsecondary achievement goal. Mayor Wharton commented on creating a Collaborative Action Network focused on a set of common metrics, a shared understanding of challenges, and an opportunity to develop collective solutions.

Legislative Update

Mr. Scott Sloan, Associate Executive Director for Legal and Regulatory Affairs, was recognized to provide the legislative report. Mr. Sloan provided an overview of all bills filed to date that will have an impact on the Commission, including those related to the lottery scholarship.

Academic Program Review

Mr. Mike Krause, Assistant Executive Director for Academic Affairs, was recognized. Mr. Krause commented that as Tennessee's institutions of higher education continue to focus on the goals of completion and student success, there is a clear need for an ongoing evaluation of the productivity and quality of the state's academic programs.

He noted that the Academic Program Review provides a holistic view of the status of degree programs throughout the state, including: program activity, post-approval monitoring, performance funding qualitative reviews, and program productivity review. Mr. Krause noted that the results of these evaluations, as well as conversations between Ms. Betty Dandridge Johnson, THEC Chief Academic Officer, and TBR and UT, led to a one-year moratorium on new academic programs effective July 2014. This moratorium will allow each system to evaluate the currently low producing programs in its inventory and the resources that will be required to improve the program's productivity. Also, during this period, THEC will conduct a formal review of the program proposal process.

Mr. Krause then deferred to Mr. Herbert Brown, Academic Affairs Analyst, to discuss the detail of the Post-Approval Monitoring process. Mr. Brown noted this report indicates many of the new programs approved in the previous five years are failing to meet benchmark which is a serious issue of both resource allocation and student success.

GEAR UP TN, CACG, and Latino Student Success Grant Status Reports

Mr. Troy Grant, Director, College Access Initiatives, was recognized to provide a status report on the GEAR UP program. Mr. Grant briefly reviewed two recent projects undertaken by GEAR UP TN, a college access program administered by the Office of P-16 Initiatives.

Mr. Grant commented on recent market research report produced for GEAR UP TN by Walker + Associates, the program's marketing firm. The market research focused on what students and families in Tennessee see as the major barrier to college. The report also focused on how families receive information about college and their views about different types of colleges. The research found that many families see themselves as the motivators to attend college, but see schools and counselors as the ones who guide the preparation application process.

Mr. Grant also commented on GEAR UP TN's recent administering of the ACT Engage assessment, which measures students' behaviors and psychosocial attributes as they relate to educational achievement. The assessment was given to students in GEAR UP TN's 8th grade cohort. The findings were that GEAR UP TN students were most at-risk in the following ACT Engage categories: family attitude toward education (28% at risk), commitment to school (25% at risk), academic success index (27% at risk), and graduation index (26% at risk).

Audit Committee Update

Ms. Ann Collett, Internal Auditor, was recognized to provide an update on the Audit Committee actions. Ms. Collett stated the committee met earlier in the day with all members present. She noted that topics of discussion included items related to the Federal Family Education Loan Program, review of TSAC financial statements, and THEC and TSAC budget information. She then commented on the sunset performance audits, previously conducted by the Division of State Audit for THEC and TSAC, as well as UT and TBR, and noted all four entities are scheduled for consideration by legislative Government Operations committees in the near future. Ms. Collett also commented on the Committee's conference call held in early January to discuss the draft findings in the reports, noting the reports will be forwarded once publicly released.

Spring Commission Meeting

Dr. Rhoda advised the Commission that the next scheduled meeting would be April 24, 2014, in the THEC board room. There being no further business, the meeting was adjourned at 3:00 p.m.

Approved:

Cato Johnson
Chair

DATE: April 24, 2014

SUBJECT: Austin Peay State University, Theatre/Dance, Bachelor of Arts
Theatre/Dance, Bachelor of Fine Arts

ACTION RECOMMENDED: Approval

BACKGROUND INFORMATION: The proposed baccalaureate programs in Theatre/Dance at Austin Peay State University are in response to the recommendations from the 2010 Academic Audit of the Performance Funding program. The Academic Audit team recommended “the university re-examine and re-design the administrative structure of the communication and theatre department in order to maximize the development of the theatre program, better serve the needs of students, and improve the collaborative efforts among faculty.” The establishment of transparent degrees for Theatre/Dance adds credibility and visibility to these areas. This structure will also aid the students’ successful application for employment. Employers in the performance industry recognize the standard designation for students of students of Theatre/Dance as Theatre/Dance majors, as opposed to Communication majors. This clarification is also strongly suggested by the national accrediting bodes for Theatre and Dance.

Additionally, the inclusion of the Dance concentration in these programs, addresses an economic need for Tennessee’s students who have utilized the Academic Common Market for the Dance program. Increased degree production is an important component of the THEC 2010-15 Public Agenda for Higher Education.

The Theatre/Dance, Bachelor of Arts (BA) program will prepare students for the professional worlds of both disciplines in a liberal arts training environment. In contrast, the Bachelor of Fine Arts (BFA) in Theatre/Dance will prepare students admitted via audition and interview for professional practice in the worlds of Theatre and Dance. For both programs, the theoretical, pedagogical, and historic aspects of Theatre/Dance will be stressed.

PROPOSED IMPLEMENTATION DATE: Fall 2015

1.1.20A MISSION: The proposed programs in Theatre/Dance will strengthen the liberal arts and creative arts mission of the university. Austin Peay State University has been designated as Tennessee’s liberal arts institution and home to Tennessee’s only Center of Excellence for the Creative Arts. Additionally, the area of Theatre/Dance has been the beneficiary of the Acuff Chair of Excellence in the Creative Arts.

1.1.20B CURRICULUM: The proposed programs will prepare students in the theoretical, pedagogical and historical aspects of theatre and dance studies and require completion of 120-121 credit hours distributed as follows:

Theatre/Dance, BA

(Concentrations in Dance, Design, and Acting/Directing)

The program will require completion of 120 credit hours, including 41 hour general education core, 6 hours of a foreign languages, 1 hour student success course), 36 hours in the concentrations and 36 hours devoted for a second major or 1-2 minors.

Theatre/Dance, BFA

(Concentrations in Musical Theatre Dance, Design, and Acting/Directing)

The program will require completion of 121 credit hours, including 41 hour general education core, 1 hour student success course and 79 hours in the concentration area.

1.1.20C ACADEMIC STANDARDS: The admission, readmission, retention, and graduation requirements are the same as those described in the APSU *Undergraduate Catalog*. Additionally, admission requirements for the Theatre/Dance, BFA include an audition and/or portfolio review and interview.

Projected Program Enrollment and Productivity

Enrollment projections were developed based on current enrollments in the existing Theatre concentration. Projections were further developed based on enrollment comparison at public institutions in Tennessee as well as participating institutions in the Academic Common Market that offer Theatre/Dance programs.

Year	Headcount		Graduates	
	Theatre/Dance	Theatre/Dance	Theatre/Dance	Theatre/Dance
	BA	BFA	BA	BFA
2015	16	19	--	--
2016	31	37	--	--
2017	46	55	--	--
2018	61	73	14	11
2019	61	73	14	11

1.1.20D FACULTY: The instructional workload for this program will be continued by eight full-time, tenured/tenure-track faculty and five adjunct faculty members. In addition, searches will be conducted for three additional full-time faculty members over the next five years.

1.1.20E LIBRARY RESOURCES: Library resources are adequate for program implementation. To ensure that necessary resources are maintained, \$1,000 has been budgeted annually during the five-year monitoring period.

1.1.20F ADMINISTRATION/ORGANIZATION: This program will be offered through the newly established Department of Theatre and Dance in the College of Arts and Letters. The Department Chair will be assisted by one full-time and two part-time staff members. The proposed budget projects the part-time administrative assistant position to be allocated to a full-time position.

1.1.20G SUPPORT RESOURCES: The Theatre/Dance programs will utilize faculty and the college-wide advising coordinator to advise students on curricular and career issues.

1.1.20H FACILITIES AND EQUIPMENT: Instructional facilities and equipment are adequate to support both programs. Theatre/Dance faculty and students will use the Margaret Fort Trahern Building with a 200-seat theatre, scene shop, costume shop, and lighting booth. Two large dance studios are also available in the Memorial Health Building. In anticipation of future instructional equipment (e.g., sound components, lighting), funds have been budgeted for these needs.

1.1.20I NEED AND DEMAND: Graduates with a Bachelor's Degree in Theatre/Dance from Austin Peay State University will have a world of careers and opportunities awaiting them in various venues. For dancers in performing arts, the Bureau of Labor Statistics estimates a 13 percent employment increase from 2012 to 2022. Employment projections for occupations in theatre companies and the dinner theatre industry are projected to grow by 11.4 percent over the next 10 years.

In Tennessee, our capital city serves as a major center for the television, stage and film industry. Prominent talent and casting agencies are located in Nashville, TN. These agencies regularly seek performing artists and technicians for national and regional employment. According to the Bureau of Labor Statistics, Nashville ranks as the 4th largest metropolitan area with the highest concentration of jobs in the theatrical/performance area.

1.1.20J NO UNNECESSARY DUPLICATION: Program duplication among traditional liberal arts majors is common in higher education. Public institutions in Tennessee that offer Theatre programs are East Tennessee State University, University of Memphis, University of Tennessee, Chattanooga, and University of Tennessee, Knoxville. APSU's Theatre/Dance program will be the only public institution in Tennessee that will seek accreditation from the National Association of Schools of Dance.

1.1.20K COOPERATING INSTITUTIONS: None at this time.

1.1.20L DIVERSITY AND ACCESS: Austin Peay State University embraces diversity as a core value and these proposed programs in Theatre/Dance will seek to increase the University's efforts to attract, admit, retain and graduate a diverse student population. Additionally, this program will foster a campus community that encourages positive interactions among diverse groups.

1.1.20M ASSESSMENT/EVALUATION AND ACCREDITATION: APSU will seek accreditation from the National Association of Schools of Theatre (NAST) and the National Association of Schools of Dance (NASD) after successfully graduating the first students within the new department. APSU anticipates the first Theatre/Design

graduates in 2017, with site visits in 2018 and accreditation affirmed from both NAST and NASD in 2019.

Additionally, the Theatre/Dance programs will continuously monitor program and student learning outcomes using multiple evaluation tools. Program faculty will participate in regular meetings and retreats to make on-going improvements in curriculum, programs and practices to ensure compliance with accreditation standards and APSU policies.

1.1.200 EXTERNAL JUDGMENT: THEC policy does not require external evaluators for a proposed new undergraduate degree program.

1.1.20P COST/BENEFIT: The proposed programs generate tuition and fees to cover the operating costs. Program costs are limited to faculty and staff salaries, library, equipment and accreditation expenditures.

1.1.30 POST APPROVAL MONITORING: An annual performance review of the proposed program will be conducted for the first five years following program approval. The review will be based on benchmarks established in the approved proposal. At the end of this period, the campus, governing board, and Commission staff will perform a summative evaluation. The benchmarks include, but are not limited to, enrollment and graduation, program cost, progress toward accreditation and other metrics set by the institution and agreed upon by governing board and Commission staff. If benchmarks are not met during the monitoring period, the Commission may recommend that the governing board terminate the program. If additional time is needed and requested by the governing board, the Commission may choose to extend the monitoring period.

DATE: April 24, 2014**SUBJECT:** Austin Peay State University, Engineering Technology, Master of Science**ACTION RECOMMENDED:** Approval

BACKGROUND INFORMATION: Building upon established associate and accredited baccalaureate degree programs in Engineering Technology, Austin Peay State University proposes to offer a Master of Science in Engineering Technology. The proposed program will provide the advanced knowledge and skills needed by people in technological careers serving in the military or working for companies located at industrial parks throughout the region to advance to leadership positions in the industry. The curriculum is built on a foundation of theoretical and applied concepts related to practical problems in the industry.

A unique element of this proposed program will be the use of rapid prototyping and additive manufacturing technology. At this time, APSU has one of the few undergraduate programs in this field of technology and the Master's program will expand the knowledge base in this area. Coursework in this area, along with courses in sensor technology, nondestructive evaluation, and other advanced topics related to leadership in design and manufacturing operations will give graduate students a unique educational experience.

The program will be based at the Fort Campbell campus where the Department of Engineering Technology already serves a mix of traditional and nontraditional students. APSU has unique expertise and facilities in the Engineering Technology discipline. The university has made a significant investment in a laboratory equipped with range of modern, industry-standard equipment for rapid prototyping and additive manufacturing.

PROPOSED IMPLEMENTATION DATE: Fall 2014

1.1.20A MISSION: The proposed program supports Austin Peay State University's mission of "raising the education attainment of the citizenry, developing programs and services that address regional needs, and providing collaborative opportunities that connect university expertise with private and public resources." The Engineering Technology program is in alignment with the goals outlined in the THEC 2010-15 Public Agenda for Higher Education, specifically the focus on strengthening Tennessee's Knowledge Economy and closing the gaps in the supply of graduates in high demand fields that require post-secondary credentials, particularly in the STEM fields.

1.1.20B CURRICULUM: The degree program will require completion of 33 semester credit hours including a capstone course. Students will work closely with their faculty advisor in selecting a project that will incorporate engineering technology standards with product design and manufacturing operations management. The capstone project requires students to submit a formal report along with an oral presentation.

The proposed degree program will be delivered in the traditional classroom format at the Fort Campbell campus of APSU. Courses will be offered in the accelerated eight week course schedule to align with the Army training and unit rotation schedule.

1.1.20C ACADEMIC STANDARDS: Program admission requires a bachelor’s degree in engineering technology, engineering or related field with a GPA of 3.0. Students with a GPA less than 3.0 may be admitted by meeting other requirements such as prior completion of graduate coursework, three years of industrial work experience or successful completion of the Fundamentals of Engineering examination.

Students must meet progression and graduation standards as published annually in the APSU catalog.

Projected Program Enrollment and Productivity

Students will have the option to attend the program on either a part-time or full-time basis.

Year	Full-Time Headcount	Part-Time Headcount	Total Headcount	Graduates
2014	8	4	12	--
2015	16	4	20	5
2016	17	5	22	7
2017	17	5	22	8
2018	18	5	23	8

1.1.20D FACULTY: The instructional workload for this program will be assumed by the seven faculty members in the Department of Engineering Technology, with all faculty members contributing approximately 15 percent to the program. Courses still not covered by current faculty due to reassigned graduate duties will be covered by adjunct faculty members. In addition, a new faculty search will be conducted in year two.

1.1.20E LIBRARY RESOURCES: Library and information technology support are adequate for program implementation.

1.1.20F ADMINISTRATION/ORGANIZATION: This program will be offered through the Department of Engineering Technology in the School of Technology and Public Management. The department chair will be responsible for the proposed program.

1.1.20G SUPPORT RESOURCES: The program will be based at the Fort Campbell campus where students will have access to a wide range of support resources, including advising support from the faculty.

1.1.20H FACILITIES AND EQUIPMENT: Dr. Jeff Gray, who evaluated and conducted a site visit for the proposed Engineering Technology MS program, highlighted the facilities as a strong component of the program. In his site visit report, Dr. Gray stated the following: *“The facilities I saw during my visit are first-class. Their labs are well-equipped not only from the instrumentation needed to teach the degree topics, but also the instructional support that is available within all of the classrooms. In fact, the facilities at APSU in the current Engineering Technology undergraduate program are stronger than most doctoral level research schools that I have visited.”*

1.1.20I NEED AND DEMAND: According to the 2008-2018 THEC Supply and Occupational Demand Projections, the Engineering Technology field was one of the 10 fastest growing STEM disciplines projected. The number of industrial organizations and large companies in the region centered on Clarksville with engineering groups is large and increasing. For entry-level positions, these companies typically hire graduates with bachelor’s degrees in engineering or engineering technology. Master’s degrees in engineering and engineering technology are often required for people in higher level positions. The proposed degree program will provide a path for people hired with a bachelor’s degree to earn the credentials required for promotion to one of these positions.

1.1.20J NO UNNECESSARY DUPLICATION: Similar programs in Engineering Technology are offered at three public institutions (East Tennessee State University, Middle Tennessee State University and University of Memphis). The proposed program at APSU will emphasize advanced technology applications in product creation and evaluation. Additionally, the program was developed in response to the needs of the industrial employers in the university’s service region. The external reviewer commented on program duplication and noted that the *“main appeal of the new MSET is the regional influence (all other programs are over a three hour drive away, which are not able to serve the local industry and Fort Campbell needs).”*

1.1.20K COOPERATING INSTITUTIONS: N/A

1.1.20L DIVERSITY AND ACCESS: Austin Peay State University is an equal opportunity employer committed to the education of a non-racially identifiable student body. The student recruitment plan for the proposed Engineering Technology MS program will be developed to target underrepresented groups. Additionally, an Engineering Technology faculty member is currently pursuing an EdD degree with a research focus on diversity amongst engineering technology students and will utilize the results to guide efforts in developing a more diverse student population.

1.1.20M ASSESSMENT/EVALUATION AND ACCREDITATION: There are no accrediting agencies for this specific program; however, the program has been structured based on faculty experience with the Accreditation Board for Engineering and Technology for the undergraduate program. Program effectiveness will be gauged

by annual data collection of enrollment, degree completion, and the employment history of graduates. Additionally, the program faculty committee will review the assessment results and determine if any revisions to the program is warranted. Program revisions will be shared with the Industrial Advisory Board for feedback.

1.1.200 EXTERNAL JUDGMENT: External review of the proposed program was conducted during an institution site visit on November 18, 2013. Dr. Jeff Gray, Associate Professor of Computer Science at the University of Alabama served as the external reviewer. He recommended the Engineering Technology MS program for approval and noted the following strengths:

- Faculty collectively share both a level of strong academic preparation coupled with deep practical experience.
- Facilities are first-class – labs are well-equipped not only from the instrumentation needed to teach the degree topics, but also the instructional support that available within the all of the classrooms.

1.1.20P COST/BENEFIT: The proposed Engineering Technology MS program will generate tuition and fees to cover the operating costs. Program costs are limited to faculty salaries, travel and marketing activities.

1.1.30 POST APPROVAL MONITORING: An annual performance review of the proposed program will be conducted for the first five years following program approval. The review will be based on benchmarks established in the approved proposal. At the end of this period, the campus, governing board, and Commission staff will perform a summative evaluation. The benchmarks include, but are not limited to, enrollment and graduation, program cost; progress toward accreditation and other metrics set by the institution and agreed upon by governing board and Commission staff. If benchmarks are not met during the monitoring period, the Commission may recommend that the governing board terminate the program. If additional time is needed and requested by the governing board, the Commission may choose to extend the monitoring period.

DATE: April 24, 2014**SUBJECT:** East Tennessee State University, Digital Marketing, Master of Science**ACTION RECOMMENDED:** Approval

BACKGROUND INFORMATION: The Master of Science in Digital Marketing will focus upon the field of marketing in the digital environment with a focus on being current and relevant. ETSU plans to offer this unique program solely online utilizing their technological resources via the Academic Technology Support staff and ETSU online. The purpose of this degree is to produce well-trained graduates who are prepared for the future evolution of the digital marketing environment. The program will successfully blend marketing, communication and technology coursework. Students will be prepared to identify marketing problems, conduct research and analysis and generate solutions in the digital environment.

The involvement of digital marketing practitioners will be a strong component of the curriculum. Students will reap benefits of learning from graduate faculty who have professional backgrounds in the areas they teach along with the academic perspective of graduate faculty. Industry practitioners will greatly enhance the credibility and rigor of the curriculum.

PROPOSED IMPLEMENTATION DATE: Fall 2014

1.1.20A MISSION: The proposed program mission is in complete alignment with the mission of East Tennessee State University to “prepare students to become productive enlightened citizens who actively serve their communities and the world.” In addition, the Digital Marketing MS program will also assist the University with offering programs that “enrich the cultural and intellectual environment via innovation and integration of educational programs.”

The proposed program directly complements the THEC 2010-15 Public Agenda for Higher Education with a focus on targeting undersupplied occupations in the marketing field. The proposed degree will provide professionals to fill this need. Moreover, due to the innovative curriculum, the online environment is the most productive, efficient and natural environment for a program such as Digital Marketing.

1.1.20B CURRICULUM: The degree program will require completion of 36 semester credit hours including a capstone course. The capstone experience, Digital Marketing Strategic Experience, will be a culminating course for all students pursuing the degree. Students will work closely with their faculty advisor and will present their project to faculty, colleagues and the business community using video teleconferencing.

Due to the nature of the subject matter, marketing in the online environment, all courses will be offered online.

1.1.20C ACADEMIC STANDARDS: Program admission requires a bachelor’s degree; minimum GPA of 3.0; scores on the Graduate Management Admission Test; resume; and three letters of recommendations.

Students must meet progression and graduation standards as required by the ETSU School of Graduate Studies.

Projected Program Enrollment and Productivity

Students will have the option to attend the program on either a full-time or part-time basis.

Year	Full-Time Headcount	Part-Time Headcount	Total Headcount	Graduates
2014	4	6	10	--
2015	8	12	20	3
2016	12	18	30	9
2017	12	18	30	12
2018	12	18	30	12

1.1.20D FACULTY: The proposed MS in Digital Marketing will involve faculty from two colleges (College of Business and Technology and College of Arts and Sciences). The Department of Management and Marketing will house the program and provide advisement and program coordination. Graduate faculty from the Department of Communication will teach courses. The four faculty members from these two departments will meet regularly to collaborate and discuss program issues and developments.

Also, the program will use four industry practitioners to enhance the credibility and rigor of the curriculum. The industry practitioners will bring a unique perspective from those who work in the professional marketing industry. These adjunct faculty members will be required to meet both regional and specialized accrediting standards for Professionally Qualified Faculty and apply for and receive graduate faculty status at the University.

1.1.20E LIBRARY RESOURCES: The Sherrod Library supports the instructional and research programs at East Tennessee State University. Students will have access to a broad array of library resources. Additionally, the library offers a robust interlibrary loan system, which provides students and faculty access to other library collections worldwide.

1.1.20F ADMINISTRATION/ORGANIZATION: This program will be offered through the Department of Management and Marketing in the College of Business and

Technology. A departmental faculty member will receive course reassignment to serve as the graduate program coordinator for the proposed MS program.

1.1.20G SUPPORT RESOURCES: Students will have access to a wide range of support resources, including advising and mentoring support from the graduate program coordinator. Additionally, the Department of Management and Marketing will provide graduate assistantship support for one student. The graduate assistant will help with the administration of the program.

1.1.20H FACILITIES AND EQUIPMENT: Facilities and instructional equipment are adequate to support the program. The Department of Management and Marketing is located in Sam Wilson Hall and there is sufficient space for faculty and staff offices. Computers and other instructional equipment are more than adequate to support faculty and students use for the online degree.

1.1.20I NEED AND DEMAND: According to the *2008-2018 THEC Supply and Occupational Demand Projections*, marketing was identified as one of the most under-supplied career pathways in Tennessee. The U.S. Bureau of Labor Statistics also predicts that marketing management will increase by 14 percent between 2010 and 2020. A marketing Master's degree focusing on Digital Marketing will not only be apropos to the labor market, but also to how the new generation lives their lives and makes decisions, both as consumers and as business people.

The establishment of the Digital Marketing MS program in the online environment will positively impact the state of Tennessee. While online education will continue to grow, it is important that this degree program be competitive, innovative and rigorous. The field of marketing and its affiliated professional organizations, such as the American Marketing Association are focusing on the digital marketing environment.

1.1.20J NO UNNECESSARY DUPLICATION: The proposed program will be the only Master's level program in Digital Marketing in Tennessee. The only other Digital Marketing program is at Sacred Heart University in Fairfield, CT.

1.1.20K COOPERATING INSTITUTIONS: N/A

1.120L DIVERSITY AND ACCESS: ETSU aspires to be an institution that celebrates diversity by welcoming all students, faculty and administrators and staff as respected and valued participants in the University's educational mission.

1.1.20M ASSESSMENT/EVALUATION AND ACCREDITATION: The Association to Advance Collegiate Schools of Business (AACSB) reaffirmation is on a five-year cycle and the College of Business and Technology accreditation was reaffirmed in spring 2011. The Digital Marketing, MS program will be included in the next AACSB review, expected in fall 2015.

Additionally, the proposed program will continuously monitor program and student learning outcomes using multiple evaluation tools. Program faculty will review

outcomes to make on-going improvements in curriculum, programs and practices to ensure compliance with accreditation standards and ETSU policies.

1.1.200 EXTERNAL JUDGMENT: External review of the proposed program was conducted during an institution site visit on July 16-17, 2013. Dr. Deborah Lester, Professor of Marketing at Kennesaw State University served as the external reviewer. Dr. Lester noted the following strengths of the Digital Marketing MS program:

- Innovative and cutting edge (one of the first in the country)
- Extremely high demand for students possessing these competencies
- Unique approach (as an MS degree rather than a concentration within a MBA)
- Creates a complete advantage for ETSU and the College of Business and Technology
- Online delivery expands the opportunity to potential students around the globe
- Industry demand. The business community is void of qualified employees competent to work in areas related to online marketing, particularly in the chicer platforms of social media, mobile and apps.

1.1.20P COST/BENEFIT: The proposed Master's program will be funded through additional tuition revenues generated by the program and no institutional reallocation of funds is necessary for program implementation. Program costs are limited to practitioner adjunct faculty salaries, graduate assistantship, travel and marketing activities.

1.1.30 POST APPROVAL MONITORING: An annual performance review of the proposed program will be conducted for the first five years following program approval. The review will be based on benchmarks established in the approved proposal. At the end of this period, the campus, governing board, and Commission staff will perform a summative evaluation. The benchmarks include, but are not limited to, enrollment and graduation, program cost; progress toward accreditation and other metrics set by the institution and agreed upon by governing board and Commission staff. If benchmarks are not met during the monitoring period, the Commission may recommend that the governing board terminate the program. If additional time is needed and requested by the governing board, the Commission may choose to extend the monitoring period.

DATE: April 24, 2014

SUBJECT: Institutional Reauthorization (July 1, 2014 - June 30, 2015)

ACTION RECOMMENDED: Approval

BACKGROUND INFORMATION: The Commission, under the Postsecondary Authorization Act (the Act), has the responsibility to act upon applications for reauthorization of postsecondary educational institutions.

Authorized Locations With Regular Authorization (308)

1. A+ Nurse Aide Training (Manchester, TN - Code: 1614)
2. Academy of Allied Health Careers (Chattanooga, TN - Code: 1206)
3. Academy of Make-Up Arts, LLC (Nashville, TN - Code: 1558)
4. Advanced Nurse Assistant Training LLC (Antioch, TN - Code: 1577)
5. All Saints Bible College (Memphis, TN - Code: 1208)
6. Allied Health Careers Institute (Murfreesboro, TN - Code: 1210)
7. American Home Inspectors Training Institute, LTD (Bartlett, TN - Code: 1212)
8. American Red Cross (Knoxville, TN - Code: 1213)
9. American Red Cross Blount County Chapter (Maryville, TN - Code: 1214)
10. American Red Cross- Nashville Area Chapter (Nashville, TN - Code: 1560)
11. Amridge University (Montgomery, AL - Code: 1218)
12. Anthem Career College (Memphis, TN - Code: 1220)
13. Anthem Career College (Nashville, TN - Code: 1219)
14. Appalachian Training Center for Healing Arts (Dandridge, TN - Code: 1221)
15. Arbor Institute of Massage (Knoxville, TN - Code: 1223)
16. Argosy University (Nashville, TN - Code: 1224)
17. Argosy University (Phoenix, AZ - Code: 1225)
18. Arkansas State University (Jonesboro, AR - Code: 1226)
19. Art Instruction Schools (Minneapolis, MN - Code: 1227)
20. Ashford University (San Diego, CA - Code: 1228)
21. At-Home Professions (Fort Collins, CO - Code: 1229)
22. Belhaven University (Chattanooga, TN - Code: 1232)
23. Belhaven University (Jackson, MS - Code: 1616)
24. Belhaven University (Memphis, TN - Code: 1231)
25. Bodyworks School of Massage, Inc. (Jackson, TN - Code: 1233)
26. BRIDGES USA, Inc. (Memphis, TN - Code: 1234)
27. Brightness-Massage School for the Blind (Memphis, TN - Code: 1235)
28. Brown Mackie College (Hopkinsville, KY - Code: 1236)
29. Cambridge College (Memphis, TN - Code: 1238)
30. Capella University (Minneapolis, MN - Code: 1239)
31. Career Academy (Memphis, TN - Code: 1240)
32. Career Training Institute (Memphis, TN - Code: 1241)

33. CCS Truck Driving School, Inc. (Fall Branch, TN - Code: 1555)
34. Central Baptist Theological Seminary, Inc. (Nashville, TN - Code: 1595)
35. Central Michigan University's Global Campus (Mount Pleasant, MI - Code: 1618)
36. Chattanooga College Medical, Dental and Technical Careers (Chattanooga, TN - Code: 1246)
37. Chattanooga College Medical, Dental, and Technical Careers (Chattanooga, TN - Code: 1247)
38. Chattanooga Massage Institute (Hixson, TN - Code: 1248)
39. Church of God School of Ministry (Cleveland, TN - Code: 1249)
40. CNA Training Academy (Memphis, TN - Code: 1593)
41. Codes Unlimited Healthcare Academy (Memphis, TN - Code: 1251)
42. Commercial Driver Institute, Inc. (CDI) (Christiana, TN - Code: 1252)
43. Concord School of Grooming (Knoxville, TN - Code: 1254)
44. Concorde Career College (Memphis, TN - Code: 1255)
45. Cumberland Institute of Holistic Therapies, Inc. (Brentwood, TN - Code: 1257)
46. Dallas Theological Seminary (Knoxville, TN - Code: 1561)
47. Dark Horse Institute (Franklin, TN - Code: 1596)
48. Daymar Institute (Clarksville, TN - Code: 1259)
49. Daymar Institute (Murfreesboro, TN - Code: 1260)
50. Daymar Institute (Nashville, TN - Code: 1262)
51. Delta Technical College (Horn Lake, MS - Code: 1597)
52. DeVry University (Alpharetta, GA - Code: 1266)
53. DeVry University (Decatur, GA - Code: 1264)
54. DeVry University (Memphis, TN - Code: 1267)
55. DeVry University (Naperville, IL - Code: 1265)
56. DeVry University (Nashville, TN - Code: 1268)
57. Drive-Train (Dyersburg, TN - Code: 1656)
58. Drive-Train (Jackson, TN - Code: 1270)
59. EduMed Partners, LLC (Goodlettsville, TN - Code: 1648)
60. Embry-Riddle Aeronautical University (Memphis, TN - Code: 1272)
61. Emmanuel Bible College (Nashville, TN - Code: 1273)
62. Faith is the Victory Life Christian Bible Institute (Nashville, TN - Code: 1275)
63. Fortis Institute (Cookeville, TN - Code: 1413)
64. Fortis Institute (Nashville, TN - Code: 1414)
65. Genesis Career College: Nashville Airport Campus (Nashville, TN - Code: 1278)
66. Genesis Career College: Nashville Downtown Campus (Nashville, TN - Code: 1279)
67. Georgia Career Institute (McMinnville, TN - Code: 1280)
68. Georgia Career Institute (Murfreesboro, TN - Code: 1281)
69. Goodwill Industries of Middle Tennessee (Nashville, TN - Code: 1282)
70. Goodwill Industries-Knoxville, Inc. (Morristown, TN - Code: 1284)
71. Goodwill Industries-Knoxville, Inc. (Knoxville, TN - Code: 1283)
72. Grand Canyon University (Phoenix, AZ - Code: 1285)
73. Harding University (Memphis, TN - Code: 1286)
74. Health - Tech Institute of Memphis (Memphis, TN - Code: 1288)
75. Health Careers Training Center (Chattanooga, TN - Code: 1287)
76. HRB Tax Group, Inc. (Alcoa, TN - Code: 1292)
77. HRB Tax Group, Inc. (Bartlett, TN - Code: 1332)
78. HRB Tax Group, Inc. (Bristol, TN - Code: 1307)
79. HRB Tax Group, Inc. (Celina, TN - Code: 1345)

80. HRB Tax Group, Inc. (Chattanooga, TN - Code: 1298)
81. HRB Tax Group, Inc. (Chattanooga, TN - Code: 1372)
82. HRB Tax Group, Inc. (Clarksville, TN - Code: 1301)
83. HRB Tax Group, Inc. (Clarksville, TN - Code: 1302)
84. HRB Tax Group, Inc. (Clarksville, TN - Code: 1303)
85. HRB Tax Group, Inc. (Cleveland, TN - Code: 1296)
86. HRB Tax Group, Inc. (Cleveland, TN - Code: 1297)
87. HRB Tax Group, Inc. (Clinton, TN - Code: 1346)
88. HRB Tax Group, Inc. (Columbia, TN - Code: 1347)
89. HRB Tax Group, Inc. (Cookeville, TN - Code: 1623)
90. HRB Tax Group, Inc. (Crossville, TN - Code: 1293)
91. HRB Tax Group, Inc. (Farragut, TN - Code: 1318)
92. HRB Tax Group, Inc. (Franklin, TN - Code: 1624)
93. HRB Tax Group, Inc. (Gainesboro, TN - Code: 1621)
94. HRB Tax Group, Inc. (Harriman, TN - Code: 1351)
95. HRB Tax Group, Inc. (Hendersonville, TN - Code: 1352)
96. HRB Tax Group, Inc. (Hermitage, TN - Code: 1572)
97. HRB Tax Group, Inc. (Jacksboro, TN - Code: 1622)
98. HRB Tax Group, Inc. (Jackson, TN - Code: 1304)
99. HRB Tax Group, Inc. (Jackson, TN - Code: 1305)
100. HRB Tax Group, Inc. (Johnson City, TN - Code: 1365)
101. HRB Tax Group, Inc. (Knoxville, TN - Code: 1310)
102. HRB Tax Group, Inc. (Knoxville, TN - Code: 1312)
103. HRB Tax Group, Inc. (Knoxville, TN - Code: 1565)
104. HRB Tax Group, Inc. (Lebanon, TN - Code: 1381)
105. HRB Tax Group, Inc. (Lenoir City, TN - Code: 1317)
106. HRB Tax Group, Inc. (Lexington, TN - Code: 1379)
107. HRB Tax Group, Inc. (Livingston, TN - Code: 1369)
108. HRB Tax Group, Inc. (Madison, TN - Code: 1334)
109. HRB Tax Group, Inc. (Madison, TN - Code: 1335)
110. HRB Tax Group, Inc. (Madison, TN - Code: 1339)
111. HRB Tax Group, Inc. (Madisonville, TN - Code: 1628)
112. HRB Tax Group, Inc. (Maryville, TN - Code: 1294)
113. HRB Tax Group, Inc. (McMinnville, TN - Code: 1564)
114. HRB Tax Group, Inc. (Memphis, TN - Code: 1321)
115. HRB Tax Group, Inc. (Memphis, TN - Code: 1322)
116. HRB Tax Group, Inc. (Memphis, TN - Code: 1323)
117. HRB Tax Group, Inc. (Memphis, TN - Code: 1324)
118. HRB Tax Group, Inc. (Memphis, TN - Code: 1329)
119. HRB Tax Group, Inc. (Memphis, TN - Code: 1376)
120. HRB Tax Group, Inc. (Millington, TN - Code: 1320)
121. HRB Tax Group, Inc. (Morristown, TN - Code: 1315)
122. HRB Tax Group, Inc. (Morristown, TN - Code: 1316)
123. HRB Tax Group, Inc. (Mt. Juliet, TN - Code: 1566)
124. HRB Tax Group, Inc. (Murfreesboro, TN - Code: 1370)
125. HRB Tax Group, Inc. (Murfreesboro, TN - Code: 1568)
126. HRB Tax Group, Inc. (Nashville, TN - Code: 1291)
127. HRB Tax Group, Inc. (Nashville, TN - Code: 1336)
128. HRB Tax Group, Inc. (Nashville, TN - Code: 1337)
129. HRB Tax Group, Inc. (Nashville, TN - Code: 1338)

130. HRB Tax Group, Inc. (Nashville, TN - Code: 1343)
131. HRB Tax Group, Inc. (Nashville, TN - Code: 1371)
132. HRB Tax Group, Inc. (Nashville, TN - Code: 1570)
133. HRB Tax Group, Inc. (Nashville, TN - Code: 1573)
134. HRB Tax Group, Inc. (Nashville, TN - Code: 1575)
135. HRB Tax Group, Inc. (Newport, TN - Code: 1355)
136. HRB Tax Group, Inc. (Oliver Springs, TN - Code: 1356)
137. HRB Tax Group, Inc. (Oneida, TN - Code: 1357)
138. HRB Tax Group, Inc. (Paris, TN - Code: 1569)
139. HRB Tax Group, Inc. (Ripley, TN - Code: 1625)
140. HRB Tax Group, Inc. (Sevierville, TN - Code: 1361)
141. HRB Tax Group, Inc. (Smyrna, TN - Code: 1344)
142. HRB Tax Group, Inc. (Spring Hill, TN - Code: 1362)
143. HRB Tax Group, Inc. (Tazewell, TN - Code: 1364)
144. HRB Tax Group, Inc. (Tullahoma, TN - Code: 1620)
145. Huntington College of Health Sciences (Knoxville, TN - Code: 1382)
146. Insurance System of TN, Kaplan Financial (La Crosse, WI - Code: 1383)
147. Insurance System of TN, Kaplan Financial (La Crosse, WI - Code: 1384)
148. Insurance System of TN, Kaplan Financial (Nashville, TN - Code: 1386)
149. International Academy of Design & Technology (Nashville, TN - Code: 1387)
150. International Academy of Design & Technology (Tampa, FL - Code: 1388)
151. ITT Technical Institute (Chattanooga, TN - Code: 1393)
152. ITT Technical Institute (Cordova, TN - Code: 1390)
153. ITT Technical Institute (Indianapolis, IN - Code: 1392)
154. ITT Technical Institute (Johnson City, TN - Code: 1395)
155. ITT Technical Institute (Knoxville, TN - Code: 1389)
156. ITT Technical Institute (Nashville, TN - Code: 1391)
157. Jackson Hewitt Tax Service (Alcoa, TN - Code: 1600)
158. Jackson Hewitt Tax Service (Clinton, TN - Code: 1603)
159. Jackson Hewitt Tax Service (Knoxville, TN - Code: 1604)
160. Jackson Hewitt Tax Service (Knoxville, TN - Code: 1609)
161. Jackson Hewitt Tax Service (Lenoir City, TN - Code: 1607)
162. Jackson Hewitt Tax Service (Memphis, TN - Code: 1396)
163. Jackson Hewitt Tax Service (Morristown, TN - Code: 1606)
164. Jackson Hewitt Tax Service (Sevierville, TN - Code: 1602)
165. Kaplan Career Institute (Nashville, TN - Code: 1400)
166. Kaplan University (Chicago, IL - Code: 1401)
167. Knoxville Area Urban League (Knoxville, TN - Code: 1402)
168. Knoxville College (Knoxville, TN - Code: 1403)
169. Lab Four Career Training Institute (Memphis, TN - Code: 1405)
170. Lab Four Career Training Institute (Nashville, TN - Code: 1556)
171. L'Ecole Culinaire Memphis (Cordova, TN - Code: 1404)
172. Liberty Tax Service (Clarksville, TN - Code: 1636)
173. Liberty Tax Service (Cordova, TN - Code: 1632)
174. Liberty Tax Service (Dayton, TN - Code: 1631)
175. Liberty Tax Service (Dickson, TN - Code: 1633)
176. Liberty Tax Service (Hixson, TN - Code: 1643)
177. Liberty Tax Service (Johnson City, TN - Code: 1630)
178. Liberty Tax Service (Jonesborough, TN - Code: 1646)
179. Liberty Tax Service (Lenoir City, TN - Code: 1635)

180. Liberty Tax Service (Maryville, TN - Code: 1587)
181. Liberty Tax Service (Memphis, TN - Code: 1588)
182. Liberty Tax Service (Morristown, TN - Code: 1589)
183. Liberty Tax Service (Rogersville, TN - Code: 1590)
184. Liberty Tax Service (Soddy Daisy, TN - Code: 1629)
185. Liberty Tax Service (Union City, TN - Code: 1645)
186. Liberty Tax Service (Virginia Beach, VA - Code: 1592)
187. Liberty Tax Service- 8078 Kingston Pike (Knoxville, TN - Code: 1585)
188. Liberty Tax Service- Clinton Highway (Knoxville, TN - Code: 1584)
189. Liberty Tax Service- East Stone Drive (Kingsport, TN - Code: 1579)
190. Liberty Tax Service- Fort Henry Drive (Kingsport, TN - Code: 1581)
191. Liberty Tax Service- Kingston Pike (Knoxville, TN - Code: 1583)
192. Liberty Tax Service- Lynn Garden Drive (Kingsport, TN - Code: 1580)
193. Liberty Tax Service- North Broadway (Knoxville, TN - Code: 1582)
194. Liberty Tax Service- Saddle Ridge Drive (Knoxville, TN - Code: 1586)
195. Lincoln College of Technology (Nashville, TN - Code: 1428)
196. Lindsey Wilson College (Gallatin, TN - Code: 1407)
197. Magic Valley CNA (Camden, TN - Code: 1410)
198. Massage Institute of Cleveland (Cleveland, TN - Code: 1411)
199. Massage Institute of Memphis, LLC (Memphis, TN - Code: 1412)
200. MaySept Healthcare Services (Memphis, TN - Code: 1613)
201. Memphis Urban League (Memphis, TN - Code: 1417)
202. Meridian Institute of Surgical Assisting, Inc. (Nashville, TN - Code: 1418)
203. Mid-South Christian College (Memphis, TN - Code: 1419)
204. Milan Express Driving Academy (Jackson, TN - Code: 1420)
205. Miller-Motte Technical College (Chattanooga, TN - Code: 1422)
206. Miller-Motte Technical College (Clarksville, TN - Code: 1421)
207. Miller-Motte Technical College (Madison, TN - Code: 1423)
208. Mind Body Institute, LLC (Nashville, TN - Code: 1424)
209. NASCAR Technical Institute (Mooresville, NC - Code: 1426)
210. Nashville College of Medical Careers (Madison, TN - Code: 1429)
211. Nashville Film Institute (Nashville, TN - Code: 1430)
212. National American University (Rapid City, SD - Code: 1431)
213. National College of Business & Technology (Bartlett, TN - Code: 1437)
214. National College of Business & Technology (Bristol, TN - Code: 1434)
215. National College of Business & Technology (Knoxville, TN - Code: 1433)
216. National College of Business & Technology (Madison, TN - Code: 1436)
217. National College of Business & Technology (Memphis, TN - Code: 1435)
218. National College of Business & Technology (Nashville, TN - Code: 1432)
219. NATS, Inc. (Nashville, TN - Code: 1438)
220. Nazarene Theological Seminary (Nashville, TN - Code: 1562)
221. New College Franklin (Franklin, TN - Code: 1440)
222. New Horizons Computer Learning Center (Chattanooga, TN - Code: 1442)
223. New Horizons Computer Learning Center (Knoxville, TN - Code: 1441)
224. New Horizons Computer Learning Center of Memphis (Memphis, TN - Code: 1443)
225. New Horizons Computer Learning Center of Nashville (Nashville, TN - Code: 1444)
226. NHLA Inspector Training School (Memphis, TN - Code: 1445)
227. North American Lineman Training Center, LLC (McEwen, TN - Code: 1446)
228. North Central Institute (Clarksville, TN - Code: 1447)
229. Nossi College of Art (Nashville, TN - Code: 1448)

230. Oak Ridge Regional Training Corporation (Oak Ridge, TN - Code: 1449)
231. Olympic Career Training Institute (Memphis, TN - Code: 1599)
232. Oxford Graduate School (Dayton, TN - Code: 1452)
233. Park University (Millington, TN - Code: 1453)
234. Prepare to Care Training Center, LLC (Cleveland, TN - Code: 1458)
235. Private First Class Driving Academy (Memphis, TN - Code: 1459)
236. Professional Bartending School (Nashville, TN - Code: 1460)
237. Reflections of Health School of Massage (Johnson City, TN - Code: 1463)
238. Reformed Theological Seminary (Memphis, TN - Code: 1464)
239. Remington College (Heathrow, FL - Code: 1617)
240. Remington College (Memphis, TN - Code: 1465)
241. Remington College (Nashville, TN - Code: 1466)
242. Richmond Graduate University (Chattanooga, TN - Code: 1467)
243. Roadmaster Drivers School of Chattanooga, Inc. (Chattanooga, TN - Code: 1470)
244. Roadmaster Drivers School of West Memphis, Inc. (West Memphis, AR - Code: 1471)
245. SAE Institute of Technology (Nashville, TN - Code: 1472)
246. Seminary Extension (Nashville, TN - Code: 1475)
247. Smokey Mountain Trucking Institute (Sevierville, TN - Code: 1477)
248. South College (Knoxville, TN - Code: 1478)
249. South College (Knoxville, TN - Code: 1479)
250. Southeast Institute of Biblical Studies (Knoxville, TN - Code: 1271)
251. Southeast Lineman Training Center (Trenton, GA - Code: 1480)
252. Southern Baptist Theological Seminary (Franklin, TN - Code: 1485)
253. Southern Baptist Theological Seminary (Jackson, TN - Code: 1483)
254. Southern Baptist Theological Seminary (Lenoir City, TN - Code: 1484)
255. Southern Baptist Theological Seminary (Louisville, KY - Code: 1482)
256. Southern Illinois University (Millington, TN - Code: 1486)
257. Strayer University - Knoxville Campus (Knoxville, TN - Code: 1489)
258. Strayer University - Nashville Campus (Nashville, TN - Code: 1490)
259. Strayer University - Online (Salt Lake City, UT - Code: 1488)
260. Strayer University - Shelby (Memphis, TN - Code: 1491)
261. Strayer University - Thousand Oaks Campus (Memphis, TN - Code: 1492)
262. Sullivan University (Louisville, KY - Code: 1493)
263. Superior Drivers Institute (Columbia, TN - Code: 1494)
264. Swift Driving Academy (Millington, TN - Code: 1495)
265. Tennessee Bible College, Inc. (Cookeville, TN - Code: 1497)
266. Tennessee Career Institute Inc. (Columbia, TN - Code: 1559)
267. Tennessee Health Careers, LLC (Clarksville, TN - Code: 1498)
268. Tennessee School of Massage (Memphis, TN - Code: 1499)
269. Tennessee School of Therapeutic Massage, Inc. (Knoxville, TN - Code: 1501)
270. Tennessee Truck Driving School (Louisville, TN - Code: 1502)
271. The Art Institute of Tennessee (Nashville, TN - Code: 1503)
272. Transport Training Group (White Pine, TN - Code: 1507)
273. Transportation Training Centers (Lebanon, TN - Code: 1508)
274. Tri County Driving Academy (Lebanon, VA - Code: 1510)
275. Troy University (Clarksville, TN - Code: 1511)
276. Troy University - eTroy (Troy, AL - Code: 1512)
277. Truck Driver Institute, Inc. (Christiana, TN - Code: 1514)
278. Truck Driver Institute, Inc. (Tupelo, MS - Code: 1513)
279. Tulsa Welding School (Jacksonville, FL - Code: 1515)

280. United Truck Driving School (Murfreesboro, TN - Code: 1517)
281. Universal Technical Institute Motorcycle & Marine Mechanics Institute & Automotive Divisions (Orlando, FL - Code: 1518)
282. Universal Technical Institute of Texas, Inc. (Houston, TX - Code: 1519)
283. University of Arkansas (Millington, TN - Code: 1520)
284. University of Northwestern Ohio (Lima, OH - Code: 1521)
285. University of Phoenix (Chattanooga, TN - Code: 1525)
286. University of Phoenix (Clarksville, TN - Code: 1528)
287. University of Phoenix (Cordova, TN - Code: 1524)
288. University of Phoenix (Knoxville, TN - Code: 1526)
289. University of Phoenix (Murfreesboro, TN - Code: 1527)
290. University of Phoenix (Nashville, TN - Code: 1523)
291. University of Phoenix (Phoenix, AZ - Code: 1522)
292. University of Saint Francis (Joliet, IL - Code: 1531)
293. University of Southern California (Los Angeles, CA - Code: 1532)
294. University of the Rockies (Colorado Springs, CO - Code: 1533)
295. Vatterott Career College (Memphis, TN - Code: 1536)
296. Vatterott Career College - Appling Farms Pkwy (Memphis, TN - Code: 1535)
297. Virginia College School of Business and Health (Chattanooga, TN - Code: 1538)
298. Virginia College School of Business and Health (Knoxville, TN - Code: 1611)
299. Visible Music College (Memphis, TN - Code: 1539)
300. Walden University (Minneapolis, MN - Code: 1540)
301. Webster University (Millington, TN - Code: 1541)
302. West Tennessee Business College (Jackson, TN - Code: 1543)
303. Western International University Inc. (Tempe, AZ - Code: 1546)
304. Wyoming Technical Institute (Blairsville, PA - Code: 1551)
305. Wyoming Technical Institute (Laramie, WY - Code: 1552)
306. WyoTech (Ormond Beach, FL - Code: 1553)
307. Yip Yap School of Grooming (Columbia, TN - Code: 1612)
308. YWCA of Greater Memphis (Memphis, TN - Code: 1554)

Authorized Locations With Temporary Authorization (56)

1. America Training Institute (Memphis, TN - Code: 1695)
2. Asbury Theological Seminary (Wilmore, KY - Code: 1696)
3. Asbury Theological Seminary - Memphis (Memphis, TN - Code: 1697)
4. Center Centre (Chattanooga, TN - Code: 1705)
5. Compassionate Care Technical Center, Inc. (Knoxville, TN - Code: 1677)
6. Concorde Career College (Kansas City, MO - Code: 1718)
7. Concorde Career College - Southaven Campus (Southaven, MS - Code: 1698)
8. Dark Horse Institute (Franklin, TN - Code: 1721)
9. Dental Staff School of Tennessee (Franklin, TN - Code: 1263)
10. Embry-Riddle Aeronautical University - Worldwide Online Campus (Daytona Beach, FL - Code: 1701)
11. Excel Dental Training Institute (Goodlettsville, TN - Code: 1690)
12. Franklin Institute of Wellness (Franklin, TN - Code: 1704)
13. HRB Tax Group, Inc. (Athens, TN - Code: 1682)
14. HRB Tax Group, Inc. (Dandridge, TN - Code: 1683)
15. HRB Tax Group, Inc. (Gallatin, TN - Code: 1686)
16. HRB Tax Group, Inc. (Hendersonville, TN - Code: 1685)

17. HRB Tax Group, Inc. (White House, TN - Code: 1684)
18. Jones International University (Centennial, CO - Code: 1650)
19. Liberty Tax Service (Alcoa, TN - Code: 1665)
20. Liberty Tax Service (Chattanooga, TN - Code: 1637)
21. Liberty Tax Service (Chattanooga, TN - Code: 1639)
22. Liberty Tax Service (Chattanooga, TN - Code: 1640)
23. Liberty Tax Service (Chattanooga, TN - Code: 1641)
24. Liberty Tax Service (Chattanooga, TN - Code: 1642)
25. Liberty Tax Service (Chattanooga, TN - Code: 1644)
26. Liberty Tax Service (Cleveland, TN - Code: 1660)
27. Liberty Tax Service (Cleveland, TN - Code: 1662)
28. Liberty Tax Service (Columbia, TN - Code: 1664)
29. Liberty Tax Service (Crossville, TN - Code: 1679)
30. Liberty Tax Service (Crossville, TN - Code: 1688)
31. Liberty Tax Service (East Ridge, TN - Code: 1638)
32. Liberty Tax Service (Maryville, TN - Code: 1666)
33. Liberty Tax Service (Murfreesboro, TN - Code: 1717)
34. Liberty Tax Service (Newport, TN - Code: 1692)
35. Liberty Tax Service (Ooltewah, TN - Code: 1675)
36. Liberty Tax Service (Red Bank, TN - Code: 1676)
37. Liberty Tax Service (Sevierville, TN - Code: 1667)
38. Liberty Tax Service (Smyrna, TN - Code: 1663)
39. Marian University (Indianapolis, IN - Code: 1694)
40. Marian University (Nashville, TN - Code: 1706)
41. Medical Billing Academy (Murfreesboro, TN - Code: 1670)
42. Nashville Academy of Reflexology, LLC (Nashville, TN - Code: 1680)
43. North Delta Technical Academy (Memphis, TN - Code: 1687)
44. Ohio Technical College (Cleveland, OH - Code: 1669)
45. Professional Bartending School of Knoxville (Knoxville, TN - Code: 1461)
46. Ross Medical Education Center (Johnson City, TN - Code: 1702)
47. Spartan College of Aeronautics and Technology (Tulsa, OK - Code: 1487)
48. The Blackbird Academy (Nashville, TN - Code: 1703)
49. The Jubilee School (Nashville, TN - Code: 1700)
50. TN Professional Training Institute (Murfreesboro, TN - Code: 1681)
51. Union College (Barbourville, KY - Code: 1673)
52. Union College (Greeneville, TN - Code: 1671)
53. Union College (Kingsport, TN - Code: 1672)
54. Union College (LaFollette, TN - Code: 1674)
55. Union College - St. Clair Elementary School (Bulls Gap, TN - Code: 1707)
56. University of the Cumberland (Williamsburg, KY - Code: 1659)

Authorized Locations With Conditional Authorization (11)

1. Crown College of the Bible (Powell, TN - Code: 1256)
2. Dental Staff School (Knoxville, TN - Code: 1655)
3. FFP Fireman Fire Protection Inc. (Sevierville, TN - Code: 1699)
4. Fountainhead College of Technology (Knoxville, TN - Code: 1277)
5. Memphis Academy of National Nursing Assistants (Memphis, TN - Code: 1415)
6. SASH Nursing Assistant Training (Nashville, TN - Code: 1473)
7. Tennessee School of Religion (Memphis, TN - Code: 1500)

8. The Institute for Global Outreach Developments International (Old Hickory, TN - Code: 1504)
9. Tri Cities School of Preaching & Christian Development (Elizabethton, TN - Code: 1509)
10. Urban League of Greater Chattanooga (Chattanooga, TN - Code: 1534)
11. William and Johnson Career College (Memphis, TN - Code: 1258)

DATE: April 24, 2014

SUBJECT: Temporary Authorization of New Institutions under the Postsecondary Authorization Act

ACTION RECOMMENDED: Temporary Authorization

BACKGROUND INFORMATION: The Commission, under the Postsecondary Authorization Act, has the “power and duty” to act upon applications for authorization to operate an educational institution in the state. For the institutions listed below, applications have been reviewed, site visits have been performed, and staff has determined that all necessary documentation and bonds have been secured. The Committee on Postsecondary Educational Institutions met on April 10, 2014 and endorsed staff recommendations for Temporary Authorization of these institutions.

A. Dental Assistant School of Nashville **Brentwood, TN**
1800 Mallory Lane, Brentwood, Tennessee 37027

Corporate Structure: Limited Liability Company (LLC)
Accreditation: None
Title IV Funding: No

Dental Assistant School of Nashville is seeking approval for one new program. The program will be offered in a residential format. Instruction will be provided by the faculty from their authorized site in Brentwood, Tennessee.

1. Program: **Dental Assisting**
Credential Awarded: **Certificate of Completion**
Length of Program: **128 Contact Hours**
3.25 Months

B. Genesis Career College **Cookeville, TN**
880-A East 10th Street, Cookeville, Tennessee 38501

Corporate Structure: S-Corporation
Accreditation: Council on Occupational Education (COE)
Title IV Funding: Yes

Genesis Career College is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by the faculty from their authorized site in Cookeville, Tennessee.

1. Program: **Medical Assistant**
Credential Awarded: **Diploma**
Length of Program: **53 Quarter Credit Hours**

2. **Program:** 9 Months
Credential Awarded: Pharmacy Technician
Diploma
Length of Program: 54 Quarter Credit Hours
9 Months

C. Genesis Career College **Lebanon, TN**
1505 Noah Court, Lebanon, Tennessee 37087

Corporate Structure: S-Corporation
Accreditation: Council on Occupational Education (COE) and National Accrediting Commission of Career Arts & Sciences (NACCAS)
Title IV Funding: Yes - Institutional
No - For This Program

Genesis Career College is seeking approval for one new program. The program will be offered in a residential format. Instruction will be provided by the faculty from their authorized site in Lebanon, Tennessee.

1. **Program:** Medical Assistant
Credential Awarded: Diploma
Length of Program: 53 Quarter Credit Hours
9 Months

D. Gould's Academy of Massage **Memphis, TN**
1203 Ridgeway Road, Suite 201, Memphis, Tennessee
38119

Corporate Structure: Limited Liability Company (LLC)
Accreditation: None
Title IV Funding: No

Gould's Academy of Massage is seeking approval for one new program. The program will be offered in a residential format. Instruction will be provided by the faculty from their authorized site in Memphis, Tennessee.

1. **Program:** Massage Therapy
Credential Awarded: Diploma
Length of Program: 738 Contact Hours
13 Months

E. Montessori Educational Institute, North America **Jackson, TN**
278 Cooper Anderson Road, Jackson, Tennessee 38305

Corporate Structure: Not-for-Profit Corporation
Accreditation: Montessori Accreditation Council for Teacher Education,

Commission on Accreditation (MACTE)

Title IV Funding: No

Change of Ownership:

Montessori Educational Institute, North America was purchased by (MEINA) Montessori Center of Jackson, Tennessee effective December 30, 2013. The institution has been authorized by THEC since July 27, 2006.

Montessori Educational Institute, North America is seeking approval to revise two programs. The programs will be offered in a residential format. Instruction will be provided by the faculty from their authorized site in Jackson, Tennessee.

- 1. **Program:** **Early Childhood (Revised)**
Credential Awarded: **American Montessori Society Early Childhood Certification**
Length of Program: **860 Contact Hours**
13 Months

- 2. **Program:** **Elementary 1 (Revised)**
Credential Awarded: **Certificate of Completion**
Length of Program: **1458 Contact Hours**
24 Months

F. Total Tech, LLC **Smyrna, TN**
131 Weakley LN, Ste 160, Smyrna, Tennessee 37167

Corporate Structure: Not-for-Profit Corporation

Accreditation: None

Title IV Funding: No

Change of Ownership:

Total Tech, LLC was purchased by Hiller Plumbing Heating & Cooling on August 30, 2013. The institution has been authorized by THEC since November 18, 2010.

Total Tech, LLC is seeking approval for three revised programs. The programs will be offered in a residential format. Instruction will be provided by the faculty from their authorized site in Smyrna, Tennessee.

- 1. **Program:** **HVAC Analysis I Technician Training (Revised)**
Credential Awarded: **Certificate of Completion**
Length of Program: **50 Contact Hours**
14 Days

- 2. **Program:** **HVAC Analysis II Technician Training (Revised)**
Credential Awarded: **Certificate of Completion**
Length of Program: **50 Contact Hours**
14 Days

- 3. **Program:** **Manual J Load Calculation (Revised)**
Credential Awarded: **Certificate of Completion**

Length of Program: **9 Contact Hours**
 1 Day

DATE: April 24, 2014

SUBJECT: Approval of New Programs under the Postsecondary Authorization Act

ACTION RECOMMENDED: Approval

BACKGROUND INFORMATION: The Commission, under the Postsecondary Authorization Act, has the “power and duty” to act upon applications for authorization of educational programs in the state. Applications have been reviewed and staff has determined that all necessary documentation for the institutions submitting new program applications is in accordance with the Act and postsecondary rules. The Committee on Postsecondary Educational Institutions, which is a review and advisory committee to the Commission, met on April 10, 2014 and affirmed staff recommendations for approval.

A. Amridge University **Montgomery, AL**
1200 Taylor Rd, Montgomery, Alabama 36117

Corporate Structure:	Not-for-Profit Corporation
Authorization Date:	November 20, 2003
Accreditation:	Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)
Title IV Funding:	Yes
Highest Credential Offered:	Doctorate Degree

Amridge University is seeking approval for one new program. The program will be offered in a distance learning format. This institution is recruitment only and all classes are available on-line.

1. Program:	Human Services
Credential Awarded:	Master of Science
Length of Program:	30 Semester Credit Hours
	15 Months Full-Time
	19 Months Part-Time

B. Argosy University **Nashville, TN**
100 Centerview Dr, Ste 225, Nashville, Tennessee
37214

Corporate Structure:	C-Corporation
Authorization Date:	January 28, 1999
Accreditation:	Western Association of Schools and Colleges (WASC)
Title IV Funding:	Yes

Highest Credential Offered: Doctorate Degree

Argosy University is seeking approval to revise one program. The program will be offered in a blended format. Instruction will be provided by the faculty from their authorized site in Nashville, Tennessee, as well as on-line.

- 1. Program:** **Industrial Organizational Psychology (Revised)**
Credential Awarded: **Master of Arts**
Length of Program: **36 Semester Credit Hours**
14 Months Full-Time
28 Months Part-Time

C. Argosy University **Phoenix, AZ**
2233 West Dunlap Ave Ste 150, Phoenix, Arizona 85021

Corporate Structure: C-Corporation
Authorization Date: April 26, 2007
Accreditation: Western Association of Schools and Colleges (WASC)
Title IV Funding: Yes
Highest Credential Offered: Doctorate Degree

Argosy University is seeking approval to revise one program. The program will be offered in a distance learning format. This institution is recruitment only and all classes are available on-line.

- 1. Program:** **Industrial Organizational Psychology (Revised)**
Credential Awarded: **Master of Arts**
Length of Program: **36 Semester Credit Hours**
14 Months Full-Time
28 Months Part-Time

D. Arkansas State University **Jonesboro, AR**
PO Box 179, Jonesboro, Arkansas 72401

Corporate Structure: Government Agency
Authorization Date: January 29, 2009
Accreditation: The Higher Learning Commission (HLC)
Title IV Funding: Yes
Highest Credential Offered: Master Degree

Arkansas State University is seeking approval for seven new programs. The programs will be offered in a distance learning format. This institution is recruitment only and all classes are available on-line.

- 1. Program:** **Business Administration**
Credential Awarded: **Master of Business Administration**
Length of Program: **33 Semester Credit Hours**
24 Months Full-Time

72 Months Part-Time

- 2. Program:** **Business Administration/Supply Chain Management**
Credential Awarded: **Master of Business Administration**
Length of Program: **39 Semester Credit Hours**
28 Months Full-Time
72 Months Part-Time
- 3. Program:** **Educational Leadership Gifted and Talented Director**
Credential Awarded: **Specialist in Education (Ed.S)**
Length of Program: **30 Semester Credit Hours**
18 Months Full-Time
72 Months Part-Time
- 4. Program:** **Educational Leadership Curriculum Director**
Credential Awarded: **Specialist in Education (Ed.S)**
Length of Program: **36 Semester Credit Hours**
24 Months Full-Time
72 Months Part-Time
- 5. Program:** **Educational Leadership Director of Special Education**
Credential Awarded: **Specialist in Education (Ed.S)**
Length of Program: **30 Semester Credit Hours**
18 Months Full-Time
72 Months Part-Time
- 6. Program:** **Educational Leadership Principalship**
Credential Awarded: **Specialist in Education (Ed.S)**
Length of Program: **36 Semester Credit Hours**
24 Months Full-Time
72 Months Part-Time
- 7. Program:** **Educational Leadership Superintendency**
Credential Awarded: **Specialist in Education (Ed.S)**
Length of Program: **30 Semester Credit Hours**
18 Months Full-Time
72 Months Part-Time

E. Concorde Career College **Kansas City, MO**
3239 Broadway, Kansas City, Missouri 64111

Corporate Structure: Limited Liability Company (LLC)
Authorization Date: January 30, 2014
Accreditation: Accrediting Commission of Career Schools and Colleges (ACCSC)

Title IV Funding: Yes
Highest Credential Offered: Associate Degree

Concorde Career College is seeking approval for one new program. The program will be offered in a distance learning format. This institution is recruitment only and all classes are available on-line.

- Program:** Healthcare Administration/Respiratory Therapy
Credential Awarded: Bachelor of Applied Science
Length of Program: 60 Semester Credit Hours
15 Months Full-Time
30 Months Part-Time

F. Delta Technical College **Horn Lake, MS**
6550 D Interstate Blvd, Horn Lake, Mississippi 38637

Corporate Structure: Sole Proprietorship
Authorization Date: April 28, 2011
Accreditation: Accrediting Commission of Career Schools and Colleges (ACCSC)
Title IV Funding: Yes
Highest Credential Offered: Diploma

Delta Technical College is seeking approval for one new program. The program will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Horn Lake, Mississippi.

- Program:** Journeyman Welding II
Credential Awarded: Diploma
Length of Program: 36 Semester Credit Hours
10 Months

G. Franklin Institute of Wellness **Franklin, TN**
354 Downs Boulevard, Suite 106, Franklin, Tennessee
37064

Corporate Structure: Limited Liability Company (LLC)
Authorization Date: November 14, 2013
Accreditation: None
Title IV Funding: No
Highest Credential Offered: Certificate

Franklin Institute of Wellness is seeking approval for one new program. The program will be offered in a distance learning format. All instruction is available on-line.

- Program:** Dietary Supplement Science
Credential Awarded: Diploma

Authorization Date: July 23, 2009
Accreditation: Accrediting Council for Independent Colleges and Schools (ACICS)

Title IV Funding: Yes

Highest Credential Offered: Bachelor Degree

ITT Technical Institute is seeking approval for one new program. The program will be offered in a blended format. Instruction will be provided by the faculty from their authorized site in Johnson City, Tennessee, as well as on-line.

- 1. Program:** Accounting
Credential Awarded: Associate of Applied Science
Length of Program: 93 Quarter Credit Hours
21 Months Full-Time
30 Months Part-Time

K. ITT Technical Institute **Knoxville, TN**
9123 Executive Park Drive, Knoxville, Tennessee 37923

Corporate Structure: C-Corporation
Authorization Date: January 1, 1988
Accreditation: Accrediting Council for Independent Colleges and Schools (ACICS)

Title IV Funding: Yes
Highest Credential Offered: Bachelor Degree

ITT Technical Institute is seeking approval for one new program. The program will be offered in a blended format. Instruction will be provided by the faculty from their authorized site in Knoxville, Tennessee, as well as on-line.

- 1. Program:** Accounting
Credential Awarded: Associate of Applied Science
Length of Program: 93 Quarter Credit Hours
21 Months Full-Time
30 Months Part-Time

L. ITT Technical Institute **Nashville, TN**
2845 Elm Hill Pike, Nashville, Tennessee 37214

Corporate Structure: C-Corporation
Authorization Date: January 11, 1986
Accreditation: Accrediting Council for Independent Colleges and Schools (ACICS)

Title IV Funding: Yes
Highest Credential Offered: Bachelor Degree

ITT Technical Institute is seeking approval for one new program. The program will be offered in a blended format. Instruction will be provided by the faculty from their authorized site in Nashville, Tennessee, as well as on-line.

- 1. **Program:** Accounting
Credential Awarded: Associate of Applied Science
Length of Program: 93 Credit Hours
21 Months Full-Time
30 Months Part-Time

M. New Horizons Computer Learning Center **Knoxville, TN**
9115 Cross Park Drive Bldg C -100, Knoxville,
Tennessee 37923

Corporate Structure: S-Corporation
Authorization Date: January 28, 1999
Accreditation: None
Title IV Funding: No
Highest Credential Offered: Certificate

New Horizons Computer Learning Center is seeking approval to revise one program. The program will be offered in a residential format. Instruction will be provided by the faculty from their authorized site in Knoxville, Tennessee.

- 1. **Program:** Medical Office, Billing and Coding (Revised)
Credential Awarded: Certificate of Completion
Length of Program: 334 Contact Hours
7 Months

N. Remington College **Memphis, TN**
2710 Nonconnah Blvd., Memphis, Tennessee 38132

Corporate Structure: Not-for-Profit Corporation
Authorization Date: January 1, 1987
Accreditation: Accrediting Commission of Career Schools and Colleges (ACCSC)
Title IV Funding: Yes
Highest Credential Offered: Bachelor Degree

Remington College is seeking approval for one new program. The program will be offered in a residential format. Instruction will be provided by the faculty from their authorized site in Memphis, Tennessee.

- 1. **Program:** Medical Billing and Coding
Credential Awarded: Diploma
Length of Program: 64.5 Quarter Credit Hours
12 Months

O. Remington College **Nashville, TN**
441 Donelson Pike Ste 150, Nashville, Tennessee 37214

Corporate Structure: Not-for-Profit Corporation
Authorization Date: July 17, 2003
Accreditation: Accrediting Commission of Career Schools and Colleges (ACCSC)
Title IV Funding: Yes
Highest Credential Offered: Associate Degree

Remington College is seeking approval for two new programs. The programs will be offered in a residential format. Instruction will be provided by the faculty from their authorized site in Nashville, Tennessee.

1. **Program:** Dental Assisting
Credential Awarded: Diploma
Length of Program: 64.5 Quarter Credit Hours
12 Months
2. **Program:** Medical Billing and Coding
Credential Awarded: Diploma
Length of Program: 64.5 Quarter Credit Hours
12 Months

P. University of Phoenix **Chattanooga, TN**
1208 Pointe Centre Drive, Chattanooga, Tennessee
37421

Corporate Structure: C-Corporation
Authorization Date: July 27, 2006
Accreditation: The Higher Learning Commission (HLC)
Title IV Funding: Yes
Highest Credential Offered: Master Degree

University of Phoenix is seeking approval for eleven new programs and to revise two programs. The programs will be offered in a residential format. Instruction will be provided by the faculty from their authorized site in Chattanooga, Tennessee.

1. **Program:** English
Credential Awarded: Bachelor of Arts
Length of Program: 120 Semester Credit Hours
51 Months
2. **Program:** Psychology (Revised)
Credential Awarded: Bachelor of Science
Length of Program: 120 Semester Credit Hours
51 Months
3. **Program:** Information Technology (Revised)
Credential Awarded: Associate of Arts
Length of Program: 60 Semester Credit Hours

26 Months

- 4. Program: Psychology**
Credential Awarded: Associate of Arts
Length of Program: 60 Semester Credit Hours
26 Months

5. **Program:** Advanced Business Analytics
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
6. **Program:** Advanced Information Systems Security
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
7. **Program:** Advanced Multimedia Development
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
8. **Program:** Advanced Networking
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
9. **Program:** Advanced Software Developer
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
10. **Program:** Database Administration
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
11. **Program:** Information Assurance and Security
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
12. **Program:** Multimedia Development
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
13. **Program:** Programming
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months

Q. University of Phoenix

Cordova, TN

65 Germantown Court, Suite 100, Cordova, Tennessee
38018

Corporate Structure: C-Corporation
Authorization Date: July 17, 2003
Accreditation: The Higher Learning Commission (HLC)
Title IV Funding: Yes
Highest Credential Offered: Master Degree

University of Phoenix is seeking approval for eleven new programs and to revise two programs. The programs will be offered in a residential format. Instruction will be provided by the faculty from their authorized site in Cordova, Tennessee.

1. **Program:** English
Credential Awarded: Bachelor of Arts
Length of Program: 120 Semester Credit Hours
51 Months
2. **Program:** Psychology (Revised)
Credential Awarded: Bachelor of Science
Length of Program: 120 Semester Credit Hours
50 Months
3. **Program:** Information Technology (Revised)
Credential Awarded: Associate of Arts
Length of Program: 60 Semester Credit Hours
26 Months
4. **Program:** Psychology
Credential Awarded: Associate of Arts
Length of Program: 60 Semester Credit Hours
26 Months
5. **Program:** Advanced Business Analytics
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
6. **Program:** Advanced Information Systems Security
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
7. **Program:** Advanced Multimedia Development
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months

- 8. **Program:** Advanced Networking
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
- 9. **Program:** Advanced Software Developer
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
- 10. **Program:** Database Administration
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
- 11. **Program:** Information Assurance and Security
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
- 12. **Program:** Multimedia Development
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
- 13. **Program:** Programming
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months

R. University of Phoenix **Nashville, TN**
616 Marriott Dr., Suite 150, Nashville, Tennessee 37214

Corporate Structure: C-Corporation
Authorization Date: January 31, 2002
Accreditation: The Higher Learning Commission (HLC)
Title IV Funding: Yes
Highest Credential Offered: Doctorate Degree

University of Phoenix is seeking approval for ten new programs and to revise three programs. The programs will be offered in a residential format. Instruction will be provided by faculty from their authorized site in Nashville, Tennessee.

- 1. **Program:** English (Revised)
Credential Awarded: Bachelor of Arts
Length of Program: 120 Semester Credit Hours
51 Months

2. **Program:** Psychology (Revised)
Credential Awarded: Bachelor of Science
Length of Program: 120 Semester Credit Hours
51 Months
3. **Program:** Information Technology (Revised)
Credential Awarded: Associate of Arts
Length of Program: 60 Semester Credit Hours
26 Months
4. **Program:** Psychology
Credential Awarded: Associate of Arts
Length of Program: 60 Semester Credit Hours
26 Months
5. **Program:** Advanced Business Analytics
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
6. **Program:** Advanced Information Systems Security
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
7. **Program:** Advanced Multimedia Development
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
8. **Program:** Advanced Networking
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
9. **Program:** Advanced Software Developer
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
10. **Program:** Database Administration
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours
8 Months
11. **Program:** Information Assurance and Security
Credential Awarded: Certificate
Length of Program: 18 Semester Credit Hours

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| 12. | Program:
Credential Awarded:
Length of Program: | 8 Months
Multimedia Development
Certificate
18 Semester Credit Hours
8 Months |
| 13. | Program:
Credential Awarded:
Length of Program: | Programming
Certificate
18 Semester Credit Hours
8 Months |

S. University of Phoenix **Phoenix, AZ**
3157 East Elwood Street, Phoenix, Arizona 85072

Corporate Structure:	C-Corporation
Authorization Date:	November 15, 2001
Accreditation:	The Higher Learning Commission (HLC)
Title IV Funding:	Yes
Highest Credential Offered:	Doctorate Degree

University of Phoenix is seeking approval for nine new programs and to revise five programs. The programs will be offered in a distance learning format. This institution is recruitment only and all classes are available on-line.

- | | | |
|----|--|---|
| 1. | Program:
Credential Awarded:
Length of Program: | English (Revised)
Bachelor of Arts
120 Semester Credit Hours
51 Months |
| 2. | Program:
Credential Awarded:
Length of Program: | Information Technology (Revised)
Bachelor of Science
120 Semester Credit Hours
51 Months |
| 3. | Program:
Credential Awarded:
Length of Program: | Psychology (Revised)
Bachelor of Science
120 Semester Credit Hours
51 Months |
| 4. | Program:
Credential Awarded:
Length of Program: | Information Technology (Revised)
Associate of Arts
60 Semester Credit Hours
26 Months |
| 5. | Program:
Credential Awarded:
Length of Program: | Psychology (Revised)
Associate of Arts
60 Semester Credit Hours
26 Months |

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|-----|--|--|
| 6. | Program:
Credential Awarded:
Length of Program: | Advanced Business Analytics
Certificate
18 Semester Credit Hours
8 Months |
| 7. | Program:
Credential Awarded:
Length of Program: | Advanced Information Systems Security
Certificate
18 Semester Credit Hours
8 Months |
| 8. | Program:
Credential Awarded:
Length of Program: | Advanced Multimedia Development
Certificate
18 Semester Credit Hours
8 Months |
| 9. | Program:
Credential Awarded:
Length of Program: | Advanced Networking
Certificate
18 Semester Credit Hours
8 Months |
| 10. | Program:
Credential Awarded:
Length of Program: | Advanced Software Developer
Certificate
18 Semester Credit Hours
8 Months |
| 11. | Program:
Credential Awarded:
Length of Program: | Database Administration
Certificate
18 Semester Credit Hours
8 Months |
| 12. | Program:
Credential Awarded:
Length of Program: | Information Assurance and Security
Certificate
18 Semester Credit Hours
8 Months |
| 13. | Program:
Credential Awarded:
Length of Program: | Multimedia Development
Certificate
18 Semester Credit Hours
8 Months |
| 14. | Program:
Credential Awarded:
Length of Program: | Programming
Certificate
18 Semester Credit Hours
8 Months |

T. Vatterott Career College - Appling Farms Pkwy **Memphis, TN**
6991 Appling Farms Pkwy, Memphis, Tennessee 38133

Corporate Structure: C-Corporation
Authorization Date: November 15, 2007
Accreditation: Accrediting Commission of Career Schools and Colleges (ACCSC)
Title IV Funding: Yes
Highest Credential Offered: Associate Degree

Vatterott Career College - Appling Farms Pkwy is seeking approval for one new program. The program will be offered in a residential format. Instruction will be provided by the faculty from their authorized site in Memphis, Tennessee.

1. Program: **Powersports Equipment and Small Engine Mechanic**
Credential Awarded: **Diploma**
Length of Program: **60 Quarter Credit Hours**
10 Months Full-Time
15 Months Part-Time

U. William and Johnson Career College **Memphis, TN**
4400 Hickory Hill Rd, Memphis, Tennessee 38141

Corporate Structure: Not-for-Profit Corporation
Authorization Date: November 18, 2010
Accreditation: None
Title IV Funding: No
Highest Credential Offered: Diploma

William and Johnson Career College is seeking approval for one new program. The program will be offered in a blended format. Instruction will be provided by the faculty from their authorized site in Memphis, Tennessee, as well as on-line.

1. Program: **Business Administration**
Credential Awarded: **Bachelor of Applied Arts**
Length of Program: **120 Semester Credit Hours**
48 Months

DATE: April 24, 2014

SUBJECT: Recommendations for Appointments to the Committee on Postsecondary Educational Institutions

ACTION RECOMMENDED: Approval

BACKGROUND INFORMATION: In 1992, State law created under the auspices of the Commission an advisory committee for recommendations and the review of issues relative to institutions subject to the Postsecondary Authorization Act. Persons appointed shall be broadly representative of the geographical characteristics of Tennessee. Five (5) members of the Committee shall be employed by, hold an ownership in, or otherwise be affiliated with an institution or other entity subject to the committee's supervision and oversight. Four (4) members shall be representative of the public interest and shall have no association or relationship with such institutions. Two (2) members shall be representative of community based organizations that have an interest in postsecondary occupational education. Of the thirteen (13) members, eleven (11) are appointed with the remaining two (2) serving by virtue of their position as Executive Director of the Tennessee Higher Education Commission and as Executive Director of the Tennessee Student Assistance Corporation.

Commission staff is recommending three (3) committee members to be reappointed to the Committee on Postsecondary Educational Institutions for a three-year term beginning on July 1, 2014 through June 30, 2017.

1. Reappointment: Mr. Miles Burdine

Mr. Miles Burdine is President and CEO for the Kingsport Chamber of Commerce. His membership represents public interest having no association with such institutions.

2. Reappointment: Mr. Larry Griffin

Mr. Larry Griffin is President of the Mid-South Christian College. His membership represents one employed by, holding an ownership in, or otherwise affiliated with an institution or other entity subject to the Committee's supervision and oversight.

3. Reappointment: Mrs. Lethia Swett Mann

Mrs. Lethia Swett Mann is Vice President of the Loan Administration at Nashville Minority Business Development Loan Fund, Inc. Her membership represents community based organizations that have an interest in postsecondary occupational education.

Other members of the committee are:

Dr. Richard G. Rhoda, Executive Director, TN Higher Education Commission and TN Student Assistance Corporation

Ms. Denise Bentley, Statewide Coordinator, Tennessee Youth Court Program at the Tennessee Bar Association

Ms. Vicki Burch, President/Owner, West Tennessee Business College

Mr. Bill Faour, Director/Owner, Chattanooga College Medical, Dental and Technical Careers

Mr. Gaylon Hall, Director Emeritus, William R. Moore College of Technology

Commissioner John A. Keys, Former Commissioner of Veteran Affairs, State of Tennessee.

Dr. Kittie Myatt, Chair of Psychology Department, Argosy University – Nashville

Mr. Steve South, President/Owner, South College

Dr. Earlie Steele, Former Assistant Professor and Supervisor of Special Education for Student Teachers, Fisk University.

Agenda Item: I.B.5.

DATE: April 24, 2014

SUBJECT: Rule Revisions

ACTION RECOMMENDED: Adopt the Final Rule Revisions and Comment Responses

Materials Provided for Your Consideration:

- Redline of Final Rule Revisions Attachment 1
- Summary of Comments and Responses Thereto Attachment 2
- Transcript of March 27, 2014 Rulemaking Hearing Attachment 3
- All Timely Written Comments..... Attachment 4

Background Information:

On March 27, 2014, a rulemaking hearing was held as noticed in the February 3, 2014 Notice of Rulemaking Hearing filed with the Tennessee Secretary of State. The Commission currently authorizes 188 institutions. Thirteen of those institutions were represented at the hearing while six made oral comments. Additionally, a representative for the Tennessee Association of Independent Colleges and Schools commented. Written comments were also timely submitted by three institutions not represented at the hearing.

On April 4, 2014, DPSA sent the Committee on Postsecondary Educational Institutions the final rule revisions and related materials, including the proposed responses to comments. At the April 10, 2014 Committee meeting, the Committee voted unanimously to provide a favorable recommendation to the Commission.

The final rule revisions include changes to multiple rule sections in Chapter 1540-01-02 and a proposal to add Rule .26, Return of Regulatory Fees. The revisions serve to bring our rules more in line with our enabling legislation, provide better organization and clarity, and memorialize current practices.

Next Steps:

The final revisions and proposed responses to comments are before you today for adoption. Two actions are contemplated – one, a vote on the adoption of the final rule revisions and, two, a vote on the adoption of the responses to the written and oral comments received by the Commission.

In the event that the final rule revisions are adopted, they will be sent to the Attorney General pursuant to Tenn. Code Ann. § 4-5-211. At that time, the Attorney General will review the legality and constitutionality of the revised rules.

FINAL RULE REVISIONS

CHAPTER 1540-01-02 AUTHORIZATION AND REGULATION OF
POSTSECONDARY EDUCATION INSTITUTIONS AND THEIR AGENTS

1540-01-02-.03 DEFINITIONS.

- (1) The following definitions are complementary to definitions in T.C.A. § 49-7-2003 and have the following meanings, unless the context clearly indicates otherwise:

...

- (e) “Agent” means ~~a person employed full or part time by the institution, whether the institution is located within or without the state of Tennessee, to act as representative, solicitor, broker, or independent contractor to directly procure or induce people to become students or enrollees for the institution at an off campus location~~ any person owning any interest in, employed by or representing for remuneration a postsecondary educational institution, who, by solicitation in any form, outside of the institution, enrolls or seeks to enroll a student for education offered by an authorized institution, or offers to award educational credentials, for remuneration, on behalf of any such institution for any such purpose.

...

- (p) “*Credentials*” means degrees, diplomas, certificates, transcripts, reports, documents, or letters of designation, marks, appellations, series of letters, numbers or words which signify, purport, or are generally taken to signify enrollment, attendance, progress or satisfactory completion of the requirements or prerequisites for education at a postsecondary educational institution. ~~refers to educational credentials which include but are not limited to: certificates, diplomas, letters of designation, degrees, transcripts or any other papers generally taken to signify progress or completion of education / training at a postsecondary educational institution.~~

...

- (ee) “*Postsecondary education institution*” includes, but is not limited to, an academic, vocational, technical, online/distance learning, business, professional, or other school, college, or university, or other organization or person, offering educational credentials, or offering instruction or educational services primarily to persons who have completed or terminated their secondary education or who are beyond the age of compulsory high school attendance, for attainment of educational, professional, or vocational

~~objectives means an entity which maintains a place of business within Tennessee, or solicits business in Tennessee, and which offers or maintains a course or courses of instruction or study, or at which place of business such a course or courses of instruction or study are available through field instruction, classroom instruction or by long distance learning or both to a person or persons for the purpose of training or preparing the person for a field of endeavor in a business, trade, technical, service or industrial occupation, for a vocation, or for the award of an educational credential, except as excluded by the provisions of these rules and the Act.~~

...

1540-01-02-.05

EXEMPTION.

- (1) ~~T.C.A. § 49-7-2009 includes general descriptions of institutions and programs that are exempt from the provisions of the Act and these rules. Institutions and programs meeting the specific provisions below shall be considered exempt pursuant to the general exemption descriptions of T.C.A. § 49-7-2009. In addition to institutions exempt by Tennessee Code Annotated, Chapter § 49-7-2004, the following institutions are exempt from the annual reporting and the provisions of these regulations:~~

- (a) ~~any entities offering e~~Education, instruction or training that ~~are~~is:
1. maintained or given by an employer or group of employers, for employees or for persons they anticipate employing without charge, which shall include taking a payroll deduction or requiring a minimum length of employment, except that the employer/institution may accept funds provided through a state or federal program that provides adequate institutional and/or programmatic review as determined by the Commission staff; or
 2. maintained or given by a U.-S. Department of Labor or state recognized labor organization, ~~without charge, (1) to its membership or apprentices or (2) without charge, except that the department or organization may accept funds provided through a state or federal program that provides adequate institutional and/or programmatic review as determined by the Commission staff;~~ or
 3. financed and/or subsidized by public funds, without charge to the students, having a closed enrollment; or
 4. given under a contract agreement, having a closed enrollment, at no cost to the student and does not offer ~~degrees or educational credentials such as but not limited to diplomas or special certifications~~ that in the opinion of

the Commission are specifically directed toward new or additional vocational, professional or academic goals.

- (b) Programs, seminars or workshops that are recreational or avocational, including motivational or enrichment programs, as determined by the Commission staff shall be considered exempt from authorization requirements. Upon review by the Commission staff, a provider that presents the instruction in such a way as to suggest a vocational end may be required to become authorized, or clarify through public advertising that the program, seminar, or workshop is in fact recreational or avocational.
- (c) Short-term programs, seminars or workshops that are solely for professional enhancement as determined by the Commission staff shall be considered exempt from authorization requirements. Education, training or instruction resulting in specialized certifications clearly used to denote technical, professional or vocational proficiency toward an additional vocational goal or new job title must be authorized for operation.
- (d) Intensive review courses designed solely to prepare students for graduate or professional school entrance exams and professional licensure exams. The latter shall include, but not be limited to, intensive review courses for certified public accountancy tests, insurance or securities licensure/registration, the examination for professional practice in psychology, and the bar examination.
- (e) Training designed to prepare students for credit-by-examination tests may be considered exempt from authorization requirements. The exemption is contingent on the entity's agreement to indicate in all promotional materials that the training is for test preparation for credit-by-examination tests and to refrain from any misleading representations. Such representations include:

 - 1. suggesting that the training results in receipt of an educational credential, such as a degree;
 - 2. listing anticipated salary amounts; and
 - 3. suggesting that the entity is accredited.
- (f) Eleemosynary institutions, including religious institutions, that:

 - 1. offer instruction or training and do not offer degrees of any type;
 - 2. do not suggest that postsecondary credit may be awarded by another party or transfer in educational credentials from another source; and

3. do not offer diplomas/certificates that in the opinion of the Commission replicate letters of designation or degrees.

(g) Businesses offering limited computer training in hardware, software, delivery systems or any related technology for clients or customers directly related to a sale of equipment or services are exempt from the provisions of authorization.

(h) Businesses offering short-term computer training in common software or basic computer hardware that is intended for enrichment or professional enhancement are exempt from the provisions of authorization unless in the opinion of the Commission staff the courses using various software are offered concurrently toward a vocational goal.

(2) ~~To operate within exemption status,~~ The following guidelines shall apply to determinations of exemption ~~be used:~~

(a) Institutions that clearly qualify as exempt under the Act ~~and~~ or these regulations after the Commission staff review shall be considered exempt from authorization without a vote of the Commission.

(b) ~~Institutional~~ Any institution or program exemption is subject to annual Commission staff review ~~and/or revocation any time the activity deviates from the original determination factors for exemption.~~

~~(c) Exemptions secured under this section of the rules are effective for each authorization year beginning on July 1, except as individuals or groups of institutions are notified prior to June 15 preceding any authorization year by a letter from the Executive Director of the Commission which shall state the bases for removal of any exemption.~~

~~(d)~~ Exemptions Any institution or program exemption can be revoked or amended by the Commission staff at any time that the basis for the exemption changes or no longer exists ~~as they pertain to individual institutions whenever it is determined by the Commission that an institution exempted by the Act or these regulations has not acted in accordance to the purpose of T.C.A. § 49-7-2002, 'Legislative intent'.~~

(3) To request a determination of exemption, institutions shall submit a descriptive narrative explaining how the institution and/or program(s) qualify for an exemption. The request shall include a citation to the exemption provision relied on in the Act and/or these rules and documentation supporting the requested exemption such as:

~~Institutions or educational providers seeking an exemption status (or not wanting to pursue authorization) that in the opinion of Commission staff do not clearly qualify under the exemption categories given in the Act and these rules will be required to complete an Exemption Request Form. The form shall include but not be limited to: copies of all institutional materials; brochures; advertising; state charter or business license; and organizational ties and/or contracts with other educational providers ~~and a descriptive narrative of how the organization qualifies for exemption specifically citing the Act and/or rules.~~ Upon receipt of an exemption request, the Commission staff shall make a written determination and provide a date by which an aggrieved institution may submit a request for further review by the Executive Director. Such date shall not be earlier than ten (10) business days after the date of the letter.~~

~~(a) — Based upon the submitted material Commission staff shall make a written determination of institutional status. If the institution is aggrieved by that determination, the party may appeal in the manner provided by Rule 1540-01-02-.02(2)(b) and T.C.A. § 49-7-2010(b).~~

(4) If the institution is aggrieved by a determination concerning exemption status, the institution may seek review as provided for in Rule 1540-01-02-.02(2)(b) and T.C.A. § 49-7-2010(b). Any request for review shall be in writing, signed, list each instance where the Commission staff erred, and provide a detailed explanation of each alleged error, including references to specific statutes or rules. Requests for review shall be received through hand delivery, mail, electronic mail or facsimile. A request may be denied if it is not received in a timely manner as set forth in paragraph (3).

1540-01-02-.07 INSTITUTIONAL APPLICATIONS.

...

(6) Bond Requirements ~~for Institutions:~~

(a) Institutions must, on forms provided by the Commission, secure for student indemnification purposes, from a surety company qualified and authorized to do business in Tennessee, a continuous surety bond in the amount of:

1. ten thousand dollars (\$10,000) for in-state institutions, out-of-state public institutions and all institutions providing primarily religious instruction, and
2. twenty thousand dollars (\$20,000) for all other institutions, including out-of-state private institutions.

(b) Out-of-state institutions must, on forms provided by the Commission, secure a surety bond for agents in the amount of five thousand dollars (\$5,000) per agent from a surety company qualified and authorized to do business in Tennessee with the institution as principal.

(c) Bonds provided by institutions must be site specific.

(d) An irrevocable letter of credit secured by a certificate of deposit or a cash deposit with a bank may be accepted in lieu of the bond pending approval of the Commission staff. Such deposits are subject to the same terms and conditions provided for in the surety bond requirement under this regulation.

~~(a) Institutions not exempted from surety bond provisions, must on forms provided by the Commission, secure for student indemnification purposes, from an insurance company licensed in Tennessee, a surety bond for the penal sum of \$10,000 for in-state institution and \$20,000 for out-of-state education institution, including branch campuses as specified in T.C.A. 49-7-2013, except as follows:~~

~~1. In-state institutions with substantially less unearned tuition or student exposure than \$10,000 may post a surety bond equal to 125% of the maximum unearned tuition or student exposure rounded upward to the nearest thousand dollars (prior written administrative agreement by the Commission staff is required).~~

~~(7) Out of state institutions must, on forms provided by the Commission, secure a surety bond for agents in the penal sum of \$5,000 per agent from a surety company authorized to do business in Tennessee with the applicant institution as principal. Such applications must be accompanied by verification by the issuing agency that the individual seeking a permit is covered by a \$5,000 surety bond.~~

~~(8) Bonds provided by institutions under Section 1540-01-02-.07(7) must be accompanied by the name, office address, and phone number of the issuing insurance company representative and the bond must be site-specific.~~

~~(9) Bonds provided by institutions under Section 1540-01-02-.07(7) must be identified on the top half of the first page by the name and the address of the institution. Bonds and verification of bonds should be forwarded to the Commission by institutional directors, and not directly from issuing companies.~~

~~(10) — Certificates of deposit or a cash deposit with a bank may be accepted in lieu of the bond with approval of the Commission staff. Such deposits are subject to the same terms and conditions provided for in the surety bond requirement under this regulation.~~

...

1540-01-02-.08

REGULATIONS FOR SPECIFIC SCHOOL TYPES.

...

(3) Degree Granting Institutions:

~~(a) — New institutions seeking authorization to offer degrees in the state of Tennessee or new program applications for a degree program must submit the application by the deadline date established by Commission staff, which shall be 45 to 60 days prior to the quarterly meeting of the Committee on Postsecondary Educational Institutions.~~

...

~~(8) — Computer Training:~~

~~(a) — Businesses offering limited computer training in hardware, software, delivery systems or any related technology for clients or customers (closed enrollment) directly related to a sale of equipment or services are exempt from the provisions of authorization.~~

~~(b) — Businesses offering short term computer training in common software or basic computer hardware that is intended for enrichment or professional enhancement are exempt from the provisions of authorization unless in the opinion of the Commission courses using various software are offered concurrently toward a vocational goal. (e.g. word processing software offered toward secretarial goals).~~

~~(c) — Businesses offering specialized certifications clearly used to denote technical, professional or vocational proficiency toward an additional vocational goal or new job title must be authorized for operation of that training in the state.~~

...

~~(10) — Seminars / Workshops:~~

~~(a) — Seminars or workshops of short duration that are motivational, enrichment, recreational, avocational or solely for professional~~

~~enhancement as determined by Commission staff shall be considered exempt from authorization requirements.~~

~~(b) Upon review by Commission staff a seminar/workshop provider regardless of length that presented the instruction in such a way to suggest a vocational end may be required to become authorized in the state, or clarify through public advertising that the seminar/workshop is in fact enrichment or recreational.~~

1540-01-02-.11 INSTITUTIONAL CATALOG.

- (1) Each institution must publish a catalog or brochure (a draft copy may be provided for original application) which must include at least the following information;

...

(r) the cash discount policy, if offered to students.

...

**1540-01-02-.13 ENROLLMENT AGREEMENTS AND DISCLOSURE
STANDARDS.**

...

- (2) Institutions prior to enrolling an individual shall require the prospective student to sign and date a form to be placed in the student file, which is either part of the enrollment contract or a pre-enrollment checklist verifying that the student:

...

- (i) knows of their rights in a grievance situation including contacting the Tennessee Higher Education Commission by including on the form a statement in the following format:

1. A statement: "I realize that any grievances not resolved on the institutional level may be forwarded to the Tennessee Higher Education Commission, Nashville, TN 37243-0830, (615) 741-5293."; and

(j) has received and understands the institution's cash discount policy (applicable only to those institutions that have a cash discount policy).

- (3) Also included in the enrollment contract or pre-enrollment checklist, shall be the most recent withdrawal, completion and in-field placement data as calculated by the Commission by including:

(a) The following statement: "For the program entitled, (program name), I have been informed that, for the July (year)/June (year) period, the withdrawal rate is (percent)%, the completion rate is (percent)%, and the in-field placement rate is (percent)%. Detailed statistical data for this program may be viewed by going to www.tn.gov/thec and clicking on the Authorized Institution Data button." or

(b) A copy of the report created for the institution by the Commission staff and a statement that "the report can be viewed by going to www.tn.gov/thec and clicking on the Authorized Institution Data button.", ~~shall be documentation that the student received graduation placement data exactly as presented to the Commission during the last reauthorization cycle in the following format:-~~

~~(a) A statement: "For the program entitled _____, I have been informed that the current withdrawal rate is __%, or in the past 12 months ___ students enrolled in this program and ___ completed this program."~~

~~(b) A statement: "For the program entitled _____, I have been informed that for the students who graduated, the job placement rate is __%, or in the past 12 months ___ were placed in their field of study out of ___ students who graduated from this program."~~

...

1540-01-02-.14

FINANCIAL STANDARDS.

...

(6) All authorized institutions must file each year the most recent audited financial statement, certified by an independent certified public accountant for the most recent institutional fiscal year subject to the following:-

~~(a) For multi-campus institutions, or for i~~ Institutions owned by ~~one~~ the same parent company may submit, an audited consolidated corporate financial statement ~~shall be routinely required~~. The staff, Committee, or Commission, however, may request additional campus or institution specific-information where needed to protect the public interest. ~~The audited income statement must be compiled for each institution, or group of institutions owned by the same company, authorized to operate under the Act;-~~

(b) The balance sheet must reflect owner's (proprietorship, partnership, corporation, or other) assets and liabilities. ~~In the preparation of these statements, it should be noted that goodwill~~

~~is not generally considered a current asset unless it is being amortized;~~

- (c) ~~R~~elated parties must be disclosed, including related party footnotes, debt agreements with owners, and supplemental footnotes on separate campuses or branches are expected.
 - (d) It should be noted whether or not tuition revenue is recognized up front or on a pro rata basis. ~~Current financial statements on each site separately authorized under the Act must be filed annually.~~
 - (e) Within ~~five~~ three years from initial temporary authorization, neither the ratio of current fund revenues to current fund expenditures nor the ratio of current assets to liabilities, both site specific and corporate, where applicable, shall be less than 1:1, without convincing explanation.
 - (f) Institutions that have annual gross tuition revenue of one million dollars (\$1,000,000) or less may request a waiver, by the established deadline, of the audit contemplated by this section and provide the most recent financial information in a format acceptable to ~~on forms provided by~~ the Commission staff.
- (7) ~~The institution must submit an operating statement and balance sheet to the Commission within four months of the end of the institutional fiscal year. In addition, if a regular or certified audit is available, it should be submitted within four months of the end of the institutional fiscal year as well.~~ All institutions seeking authorization must maintain a business account with a financial institution that is federally insured in said institution's name.

1540-01-02-.16

PERSONNEL AND INSTRUCTOR QUALIFICATIONS.

- (1) Institutions must provide and maintain qualified faculty and staff in order to fulfill the mission of the institution and all obligations to the students. As further described below, personnel qualifications must be submitted to the Commission staff on a School Personnel Application no later than ten (10) days after the hire date.
 - (a) Unaccredited institutions must submit to the Commission staff School Personnel Applications for all instructors and administrative personnel as that term is defined in this rule.
 - (b) Institutions accredited by an accrediting body recognized by the U.S. Department of Education must submit to the Commission staff School Personnel Applications for all administrative personnel as that term is defined in this rule. For each instructor, an accredited institution shall maintain on-site documentation that demonstrates the minimum qualifications and must submit

such documentation and a School Personnel Application at any time upon request from the Commission staff.

(2) Administrative personnel and instructors shall meet all qualifications listed in this rule. Evidence of education, experience, or training (including official transcripts) for each personnel must be maintained on-site at the location. Institutions must submit a copy of this evidence at any time upon request from the Commission staff.

...

(~~11~~12) Instructors:

(a) Instructional staff for all institutions must be selected at a minimum on the basis of ~~credentials demonstrably higher, on the basis of experience and training, than the level to be taught~~these rules.

...

(d) An instructor must be qualified by education and experience/background ~~demonstrably higher than the level to be taught~~ and must meet the following qualifications as minimum requirements:

...

4. Minimum for an associate level:

(i) Meet the minimum requirements for doctorate, masters or baccalaureate level; or

(ii) Hold an associate degree from a postsecondary institution judged to be appropriate by the Commission and either:

(I) an associate degree with a concentration in the subject to be taught and (1) one year of practical experience; or

- (II) an associate degree not in the subject area but with a minimum of two (2) years of practical experience within the last five (5) years in the subject area to be taught and satisfactory completion in a postsecondary educational institution of nine (9) semester hours or twelve (12) quarter credit hours in the subject area to be taught. Additional years of documented experience in the subject area may be substituted for semester / quarter hour requirements.

5. Minimum for diploma and certificate level:

- (i) Meet the minimum requirements for doctorate, masters, baccalaureate or associate level; or
- (ii) Hold a high school diploma or GED and a certificate of completion from a postsecondary institution judged to be appropriate by the Commission in a relevant subject area and a minimum of three (3) years of practical experience within the last seven (7) years in the subject area to be taught. Additional years of documented experience in the subject area may be substituted for the postsecondary educational requirements.

~~(12) Evidence of qualifiable education, experience, or training (including official transcripts) for each instructor must be maintained on-site at the location.~~

- (13) The Executive Director may approve a variance from these specific qualifications in paragraph (12) with sufficient justification and an assurance that the program quality will not be lessened. In such a situation the institutional director must submit written justification and documentation with the ~~personnel form~~ School Personnel Application submission. In addition the instructor must be institutionally evaluated at the close of the first instructional period for effectiveness and quality. This evaluation shall be made available to the Commission staff upon request.

...

(15) Agents ~~and Recruiters~~:

- (a) ~~Institutional a~~ Agents as defined by the Act and ~~these regulations~~ Rule 1540-01-02-.03 must submit an Agent Permit Application, ~~on forms as~~ provided by the Commission staff and must receive approval ~~have authorization~~ and an agent permit from the Commission staff ~~and secure the appropriate bond~~ prior

to any solicitation. The ~~applicant~~ application must be accompanied by the following:

1. ~~new applicants must forward~~ recommendations by two (2) reputable persons certifying that the applicant is of good character and reputation;
 2. a check payable to the State Treasurer of Tennessee as required under these regulations;
 3. a surety bond ~~of \$5,000 per agent of an out-of-state institution or~~ as specified in Rule 1540-01-02-.07 ~~of these rules~~; and
 4. certification by the institutional director that the applicant will be directed to act in accordance with these regulations.
- (b) Agent permits must be renewed every year. The expiration date of a permit is one (1) year from the date of issue or immediately upon termination of employment whichever occurs first.
- (c) Agents must have separate permits to represent separate institutions unless the institutions have common ownership such that the institutions present a common name to the public and have the same mission. Mutual agreement by institutions is required. ~~Agents must have separate permits to represent separate institutions unless they are commonly held. Mutual agreement by institutions is required.~~
- ...
- (g) Any student solicited or enrolled by a non-licensed agent is entitled to a refund of all moneys paid and a release of all obligations by the institution. Any contract signed by a prospective student as a result of solicitation or enrollment by a non-licensed agent ~~shall be~~ may be null and void and unenforceable at the option of the student. In cases where the institution is willing to honor the contract and the student wishes the contract enforced, it can be. However, in cases where the contract has been fully executed between the institution and the student, the student would not be entitled to a refund solely because he or she was solicited by a non-licensed agent.
- ...

**1540-01-02-.19
COMPLAINTS.**

FAIR CONSUMER PRACTICES AND STUDENT

...

- (5) Institutions may provide a discount for cash payments provided:
 - (a) the institution has a written policy in the catalog that includes the definition of cash and details the qualifications for receiving and the amount of a cash discount and
 - (b) the student verifies receipt and understanding of the policy in the pre-enrollment checklist.
- (6) An institution may award a scholarship, tuition waiver or other similar award provided:
 - (a) the criteria for receiving the award are clearly defined in writing;
 - (b) the institution has a form and procedure to verify eligibility; and
 - (c) the amount of the award is a flat dollar amount or subject to calculation using a defined formula or scale.

1540-01-02-.26 Return of Regulatory Fees

- (1) Following the year-end closing, the Commission shall return to authorized institutions as described herein any reserve balance as of the end of the fiscal year that is greater than two million dollars (\$2,000,000).
 - (a) No moneys shall be returned if the amount due an institution is less than twenty-five dollars (\$25.00).
 - (b) The percentage of the excess due an institution is calculated by determining the percentage paid of the total reauthorization fees collected during the fiscal year.
 - (c) Institutions that did not pay a reauthorization fee during the fiscal year shall not receive any share of the excess.
 - (d) Institutions that close or that have had their authorization to operate revoked prior to the end of the fiscal year shall forfeit any share of the excess.

(2) At the request of an institution a refund will be made as follows:

- (a) If an institution withdraws a pending application within three (3) working days from receipt or prior to the start of Commission staff's review, then all fees assessed shall be refunded.
- (b) If an institution withdraws a pending application more than three (3) working days from receipt and once Commission staff review begins, the Commission may retain fifty percent (50%) of the assessed fees.
- (c) Once Commission staff's review of a pending application is complete or a site visit has been conducted, the Commission may retain one hundred percent (100%) of the assessed fees.
- (d) Institutions that fail to complete the application process described in Rule 1540-01-02-.07(1)(b) shall forfeit all fees paid.
- (e) Any other fee collected is nonrefundable once the Commission staff has performed the associated review or work related to that fee.

Summary of Comments on February 3, 2014 Notice of Rulemaking Hearing and Responses

The Division of Postsecondary School Authorization (DPSA) prepared this summary for consideration by the Tennessee Higher Education Commission at its April 24, 2014 meeting. The summary includes oral comments made at the March 27, 2014 rulemaking hearing as well as written comments submitted by March 27, 2014. All rule citations are to the current, effective numbering scheme unless otherwise noted.

Rules of Interest - Definition of Accreditation, College and University and Institution Names

- ☒ 1540-01-02-.03 – Definitions
- ☒ 1540-01-02-.06(14) – Minimum Authorization Standards and Requirements

Comment Summary

The January 30, 2014 proposed revisions to Rule Chapter 1540-01-02 did not include certain changes that were in the December 6, 2013 draft language. The commenters refer to the proposed definition of accreditation, college and university in .03 and language revising .06(14) concerning institution names.

Commenting Entities

- ☒ Tennessee Association of Independent Colleges & Schools
- ☒ National College of Business & Technology (Nashville, Madison, Bristol, Knoxville, Bartlett and Memphis)
- ☒ Daymar Colleges Group (Clarksville, Nashville and Murfreesboro)
- ☒ Virginia College School of Business and Health (Chattanooga)
- ☒ Southeastern Institute (Nashville)
- ☒ Remington College (Nashville and Memphis, Tennessee and Heathrow, Florida)
- ☒ North Central Institute (Clarksville) (as to definition of accreditation)

Commission Staff Response

DPSA includes this comment for purposes of the rulemaking record; however, the subject of the comment is outside the scope of this rulemaking. Pursuant to T.C.A. § 4-5-203(c)(2)(B), an agency may make changes to a rule after the rulemaking hearing as long as the changes are within the scope of the rulemaking notice. In this instance, the institution name rule at .06(14) and the definitions of accreditation, college and university in .03 are not addressed in the Notice of Rulemaking Hearing. Therefore, if the Commission were to

Summary of Comments on February 3, 2014 Notice of Rulemaking Hearing and Responses

adopt revisions to these rules, it would be acting outside the scope of the notice and violating T.C.A. § 4-5-203(c)(2)(B).

For purposes of background, DPSA notes that on December 6, 2013, DPSA sent authorized institutions draft rule revision language via email and encouraged institutions to review the language and submit comments. On January 16, 2014, the Committee of Postsecondary Educational Institutions considered a set of rule revisions drafted by DPSA. The revisions were drafted after considering the December 6, 2013 draft language, filed comments, and legislative activity. Thereafter, on January 30, 2014, the Commission approved the proposed revisions for purposes of filing a Notice of Rulemaking Hearing and conducting a hearing as soon as possible.

DPSA notes that proposed legislation regarding an institution's name was introduced in the 108th General Assembly. In the first session, SB0546/HB969 did not pass. In the second session, SB1963 regarding an institution's name was filed on January 22, 2014, and HB2162 was filed on January 28, 2014. As of April 15, 2014, the legislation passed out of the Senate and the House of Representatives.

Rules of Interest – Definition of Agent and Agent Permitting

- Rule 1540-01-02-.03(1)(e) – Definitions
- 1540-01-02-.16(15) – Personnel and Instructor Qualifications

Comment Summary

Clarification is needed as to whether “an individual that is distributing general institution information or program information without the offer of enrollment or use of enrollment forms, whether theirs or forms from the State, would this person not be considered an agent and, therefore, would not need an agent fee?”

Commenting Entities

- Tennessee Association of Independent Colleges & Schools
- National College of Business & Technology (Nashville and Madison)
- Daymar Colleges Group (Clarksville, Nashville and Murfreesboro)
- Virginia College School of Business and Health (Chattanooga)
- Southeastern Institute (Nashville)

Summary of Comments on February 3, 2014 Notice of Rulemaking Hearing and Responses

Remington College (Nashville and Memphis, Tennessee and
Heathrow, Florida)

Commission Staff Response

Distributing general institution or program information constitutes solicitation under the definition of agent and the person will have to obtain an agent permit if he or she otherwise meets the definition of agent.

Rule of Interest – Definition of Agent

Rule 1540-01-02-.03(1)(e) – Definitions

Comment Summary

The definition of agent should remain unaltered. As the definition currently reads, a person who hands out information about educational opportunities in the area is not required to obtain an agent permit when the person has other primary job duties. Handing out such information creates good will within the community.

Commenting Entities

North Central Institute (Clarksville)

Commission Staff Response

DPSA disagrees that the current definition does not require an agent permit as described in the comment. Additionally, the proposed definition is preferable as it better reflects the statutory definition found at T.C.A. § 49-7-2003(1).

Rule of Interest – Degree Designations

Rule 1540-01-02-.08(3)(b) – Regulation for Specific School Types

Comment Summary

The rules do not go far enough to address the issue of degree designation.

Commenting Entities

- ☒ Tennessee Association of Independent Colleges & Schools
- ☒ National College of Business & Technology (Nashville, Madison, Bristol, Knoxville, Bartlett and Memphis)
- ☒ Daymar Colleges Group (Clarksville, Nashville and Murfreesboro)
- ☒ Virginia College School of Business and Health (Chattanooga)

Summary of Comments on February 3, 2014 Notice of Rulemaking Hearing and Responses

Southeastern Institute (Nashville)
xRemington College (Nashville and Memphis, Tennessee and
Heathrow, Florida)

Commission Staff Response

DPSA includes this comment for purposes of the rulemaking record; however, the subject of the comment is outside the scope of this rulemaking. Pursuant to T.C.A. § 4-5-203(c)(2)(B), an agency may make changes to a rule after the rulemaking hearing as long as the changes are within the scope of the rulemaking notice. In this instance, the degree designation paragraph, 1540-01-02-.08(3)(b) is not addressed in the Notice of Rulemaking Hearing. Therefore, if the Commission were to adopt revisions to this rule, it would be acting outside the scope of the notice and violating T.C.A. § 4-5-203(c)(2)(B).

Additionally, DPSA notes that proposed legislation regarding degree designations was introduced in the 108th General Assembly. Members introduced SB1170/HB1091 in the first session; however, the legislation did not pass. On March 19, 2014, the Senate bill came up in the second session and the Senate Education Committee assigned the bill to general sub.

Rule of Interest - Disclosure of Completion, Retention, and Placement Rates

1540-01-02-.13(3)(a) – Enrollment Agreements and Disclosure Standards

Comment Summary

This rule requires only institutions in this sector to disclose completion, retention, and placement rates to potential students in the enrollment agreement. State institutions and some private institutions do not have similar disclosure requirements. If the purpose of the rule is to provide consumer protection, the rule should be applied to all potential students of all institutions or none at all.

Commenting Entities

University of Phoenix (Cordova, Chattanooga, Clarksville, Knoxville, Murfreesboro, and Nashville, Tennessee and Phoenix, Arizona)

Summary of Comments on February 3, 2014 Notice of Rulemaking Hearing and Responses

Commission Staff Response

DPSA notes that the Commission's authority to promulgate rules pursuant to T.C.A. § 49-7-2005(a)(6) applies to title 49, chapter 7, part 20. This part does not apply to institutions exempt pursuant to T.C.A. § 49-7-2004, which includes public institutions and some private institutions. This rulemaking is conducted pursuant to the rulemaking authority granted in T.C.A. § 49-7-2005(a)(6); therefore, the rules presented do not include exempt institutions.

Additionally, the Commission has the authority to require the disclosures by authorized institutions. Chapter 1540-01-02 has required that institutions disclose withdrawal, completion, and placement information since March 1993. T.C.A. § 49-7-2006(a)(1)(D) permits THEC to specify disclosures required to be given to prospective students along with a catalog or brochure prior to enrollment. T.C.A. § 49-7-2008(f)(3) allows THEC to require that institutions publish placements rates and employment and earnings information. Also, pursuant to T.C.A. § 49-7-2019: "Information related to graduation, job placement and tuition costs required to be provided to the commission shall also be provided in writing to a prospective student for the specific field of study in which the student is considering enrolling." DPSA notes that the latter statutory reference was not included in the Notice of Rulemaking Hearing authority, but has been added.

Rule of Interest – In-Field Placement Services

1540-01-02-.13(4) – Enrollment Agreements and Disclosure Standards

Comment Summary

Language should be added to 1540-01-02-.13(4) such that institutions that "do not have in-field placement services" may receive a waiver of 1540-01-02-.13(3).

Commenting Entities

Bridgepoint Education (Ashford University and University of the Rockies)

Commission Staff Response

DPSA includes this comment for purposes of the rulemaking record; however, the subject of the comment is outside the scope of this rulemaking. Pursuant to T.C.A. § 4-5-203(c)(2)(B), an agency may make changes to a rule after the rulemaking hearing as long

Summary of Comments on February 3, 2014 Notice of Rulemaking Hearing and Responses

as the changes are within the scope of the rulemaking notice. In this instance, Rule 1540-01-02-.13(4) was not addressed in the Notice of Rulemaking Hearing. Therefore, if the Commission were to adopt revisions to this rule, it would be acting outside the scope of the notice and violating T.C.A. § 4-5-203(c)(2)(B).

Rule of Interest – Filing of School Personnel Applications

1540-01-02-.16(1) – Personnel and Instructor Qualifications

Comment Summary

The due date should be changed to 20 calendar days from the start date rather than 10 days from the hire date.

Commenting Entities

Bridgepoint Education (Ashford University and University of the Rockies)

Commission Staff Response

DPSA does not recommend adoption of this comment. DPSA contends that obtaining the information as soon as possible after the hire date allows DPSA to review the information and notify the institution of any problems prior to a new hire beginning work or continuing in the position for very long. DPSA notes that it is in the best interest of the institution and the new employee to submit the necessary documentation as soon as possible to avoid problems in the event the employee does not meet THEC's minimum qualifications.

Rule of Interest – Definition of Administrative Personnel

1540-01-02-.16(1)(b) and (3) – Personnel and Instructor Qualifications

Comment Summary

The reference to “administrative personnel” in .16(1)(b) and (3) should include the term “senior.”

Commenting Entities

Bridgepoint Education (Ashford University and University of the Rockies)

Commission Staff Response

DPSA includes this comment for purposes of the rulemaking record; however, the subject of the comment is outside the scope of

Summary of Comments on February 3, 2014 Notice of Rulemaking Hearing and Responses

this rulemaking. Pursuant to T.C.A. § 4-5-203(c)(2)(B), an agency may make changes to a rule after the rulemaking hearing as long as the changes are within the scope of the rulemaking notice. Although Rule 1540-01-02-.16(1)(b) is included in the Notice of Rulemaking Hearing, other rules defining and using the term “administrative personnel” are not in the notice. Specifically, Rule 1540-01-02-.16(3) and (4) are not addressed in the notice. Therefore, DPSA is not recommending adoption of this comment at this time. Additionally, DPSA believes the definition is clear and the term “administrative personnel” best suits the needs of a variety of entities and organizational structures.

Rules of Interest - Personnel and Instructor Qualifications

- ☒ 1540-01-02-.16(2) – Personnel and Instructor Qualifications (to be renumbered .16(3))
- ☒ 1540-01-02-.16(11)(b) &(c) – Personnel and Instructor Qualifications (to be renumbered .16(12)(b)&(c))

Comment Summary

The January 30, 2014 proposed revisions to Rule Chapter 1540-01-02 did not include certain changes that were in the December 6, 2013 draft language. The commenters refer to .16(2) and (11)(b) and (c) concerning instructor qualifications.

Commenting Entities

- ☒ Tennessee Association of Independent Colleges & Schools
- ☒ National College of Business & Technology (Nashville and Madison)
- ☒ Daymar Colleges Group (Clarksville, Nashville and Murfreesboro)
- ☒ Virginia College School of Business and Health (Chattanooga)
- ☒ Southeastern Institute (Nashville)
- ☒ Remington College (Nashville and Memphis, Tennessee and Heathrow, Florida)

Commission Staff Response

DPSA includes this comment for purposes of the rulemaking record; however, the subject of the comment is outside the scope of this rulemaking. Pursuant to T.C.A. § 4-5-203(c)(2)(B), an agency may make changes to a rule after the rulemaking hearing as long as the changes are within the scope of the rulemaking notice. In this instance, .16(2) and (11)(b) and (c) are not addressed in the Notice of Rulemaking Hearing. Therefore, if the Commission were to adopt

Summary of Comments on February 3, 2014 Notice of Rulemaking Hearing and Responses

revisions to these rules, it would be acting outside the scope of the notice and violating T.C.A. § 4-5-203(c)(2)(B).

As to 1540-01-02-.16(2) and (11)(b) and (c), DPSA notes that it is intended that the paragraphs and subparagraphs as currently worded will remain in the rules. The only language revision proposed in the December 6, 2013 draft language sent to institutions was a typographical correction to .16(11)(b) that did not affect the meaning of the subparagraph. While this correction could have been included in the Notice of Rulemaking Hearing, it was not, and given such, it would be outside the scope of the rulemaking to include the revision at this time. DPSA will investigate whether the typographical correction can be made outside the rulemaking process of the Uniform Administrative Procedures Act.

Rule of Interest – Cash Discounts

Rule 1540-01-02-.19(5) – Fair Consumer Practices and Student Complaints (New Paragraph)

Comment Summary

The commenters support the addition of rule language concerning cash discounts.

Commenting Entities

- ☒ Tennessee Association of Independent Colleges & Schools
- ☒ National College of Business & Technology (Nashville, Madison, Bristol, Knoxville, Bartlett and Memphis)
- ☒ Daymar Colleges Group (Clarksville, Nashville and Murfreesboro)
- ☒ Virginia College School of Business and Health (Chattanooga)
- ☒ Southeastern Institute (Nashville)
- ☒ Remington College (Nashville and Memphis, Tennessee and Heathrow, Florida)

Commission Staff Response

No response is necessary.

Summary of Comments on February 3, 2014 Notice of Rulemaking Hearing and Responses

Rule of Interest – Cash Discounts

Rule 1540-01-02-.19(5) – Fair Consumer Practices and Student Complaints (New Paragraph)

Comment Summary

1. The Commission should clarify the phrase “discount for cash payment” and whether “tuition grants” are “discounts for cash payment.” The phrase should mean “a lower tuition charge in exchange for a student paying the institution directly in advance using a credit card or other direct payment method that is not federal financial aid.”
2. Clarification is needed to ensure that the rule paragraph does not include awards that are given to individual students on a case-by-case basis, including awards for corrections, customer service credits, and operational error corrections. The speaker proposes the following language be added: “For purposes of Section 6, a scholarship, tuition waiver, or other award does not include internal adjustments, including but not limited to, awards for corrections, customer service credits, and revisions for operational error.”

Commenting Entities

Bridgepoint Education (Ashford University and University of the Rockies)

Commission Staff Response

1. DPSA adopts the comment, in part. First, DPSA provides clarification herein by noting that “tuition grants” would be included in new paragraph (6) of Rule 1540-01-02-.19 and by adding the word “similar” to .19(6) such that the language reads: “An institution may award a scholarship, tuition waiver, or other similar award provided:” Second, DPSA opines that allowing an institution to define cash payment provides institutions greater flexibility and control.
2. DPSA does not adopt this comment at this time as the qualifying language in (6)(a)-(c) adequately limits the types of waivers or awards that are acceptable. Elsewhere, the rules support that an institution correctly bill a student and, in the event that billing is erroneous, post necessary corrections to the student’s account.

Summary of Comments on February 3, 2014 Notice of Rulemaking Hearing and Responses

Rule of Interest - Return of Regulatory Fees

Rule 1540-01-02-.26 – Return of Regulatory Fees (New Rule)

Comment Summary

When refunds are issued based on a percentage of the total of all reauthorization fees paid by an institution, small schools are going to be under-refunded.

Commenting Entities

West Tennessee Business College

Commission Staff Response

According to the language of .26, an institution will receive a percentage of the refund amount that is equal to the percentage paid of the total reauthorization fees collected. Under this methodology, the percentage of the refund to the reauthorization fee paid will be the same for all institutions. Thus, no institution will be under-refunded.

Rule of Interest - Return of Regulatory Fees

Rule 1540-01-02-.26 – Return of Regulatory Fees (New Rule)

Comment Summary

The commenters support the addition of rule language concerning a return of regulatory fees.

Commenting Entities

- ☒ Tennessee Association of Independent Colleges & Schools
- ☒ National College of Business & Technology (Nashville, Madison, Bristol, Knoxville, Bartlett and Memphis)
- ☒ Daymar Colleges Group (Clarksville, Nashville and Murfreesboro)
- ☒ Virginia College School of Business and Health (Chattanooga)
- ☒ Southeastern Institute (Nashville)
- ☒ Remington College (Nashville and Memphis, Tennessee and Heathrow, Florida)

Commission Staff Response

No response is necessary.

BEFORE THE TENNESSEE HIGHER EDUCATION COMMISSION
DIVISION OF POSTSECONDARY SCHOOL AUTHORIZATION

ORIGINAL

TRANSCRIPT OF RULEMAKING HEARING
Thursday, March 27, 2014



Reported By:
Christina A. Meza, LCR, RPR, CCR

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THEC RULEMAKING HEARING, 3/27/14

1	<u>APPEARANCES:</u>	
2	For THEC:	Dr. Richard G. Rhoda
3		Dr. Stephanie Bellard Chase
4		Ms. Julie M. Woodruff
5		Mr. Edward Phillips
6		Ms. Latonya Todd
7		Mr. Lindsey Vaughan
8		Mr. Bill Crittenden
9		Mr. Lee Cunningham
10	For TAICS:	Dr. J. Gary Adcox
11	For National College of Business & Technology:	Ms. Cyndee Perdue Moore
12	For Daymar Clarksville:	Ms. Katharine Purnell
13	For Kaplan:	Mr. Richard Lodge
14	For Genesis Career College:	Ms. Patty Bowman
15	For National College of Business & Technology:	Mr. Mark Liverman
16	For National College of Business & Technology:	Mr. Rich Blankenship
17	For DeVry University:	Mr. Peter Powell
18	For Virginia College:	Mr. Dominick DeLorenzo
19	For Southeastern Inst.:	Mr. Richard Collier
20	For WGU:	Mr. Tyson Heath
21	For Univ. of Phoenix:	Mr. Phil Quintana
22	For Goodwill Middle TN:	Ms. Crystal Tyler
23	For Kaplan:	Ms. Haley B. Johnson
24	For Kaplan:	Mr. John Carreon
25	For Nossi College of Art:	Mr. Dax Gomez
	For Remington College:	Mr. Charles Camp

1 (The aforementioned
2 rulemaking hearing came on to be heard on Thursday,
3 March 27, 2014, beginning at 10:00 A.M., before
4 Ms. Julie M. Woodruff, Director of Postsecondary School
5 Authorization and Lead Attorney, when the following
6 proceedings were had, to-wit:)

7 MS. WOODRUFF: Good morning. Can
8 everyone hear me okay? Thank you-all for coming to our
9 rulemaking hearing. I'm Julie Woodruff, and I will be
10 conducting the hearing today. I will also note for the
11 record that Dr. Richard Rhoda, the executive director
12 of the Tennessee Higher Education Commission and chair
13 of the committee of postsecondary educational
14 institutions is with us today, as is Dr. Stephanie
15 Bellard Chase, assistant executive director of the
16 division of postsecondary school authorization.

17 I will ask any other member of the
18 commission staff to introduce themselves. So let's
19 see. Ed?

20 MR. PHILLIPS: Hello. Edward
21 Phillips. I'm the associate director for regulatory
22 affairs and compliance. Thank you.

23 MS. TODD: I'm Latonya Todd. I'm the
24 associate director for compliance and regulatory
25 affairs. Good to see you-all.

1 MS. VAUGHAN: Lindsey Vaughan,
2 assistant director of regulatory affairs.

3 MR. CRITTENDEN: Bill Crittenden. I'm
4 the assistant director of compliance, division of
5 postsecondary school.

6 MS. WOODRUFF: Let me ask the three of
7 you if you would please make sure Christina gets your
8 cards so that she can make sure she's got your
9 information correctly for the record.

10 Before we get too far into the
11 substance of the discussion, let me just remind
12 everyone that restrooms are down the center hall just
13 past the elevators. There are coffee, fruits, and
14 breads available for you as well. Please feel free to
15 come and go as necessary, but please be respectful of
16 anyone who's speaking.

17 We do have a sign-up sheet here at the
18 table. Is there anyone who intends to speak who has
19 not signed up?

20 (No response.)

21 MS. VAUGHAN: We have another
22 commission staff member who has joined us.

23 MR. CUNNINGHAM: Lee Cunningham,
24 commission staff.

25 MS. WOODRUFF: We have -- right now we

1 have 17 people on the list. I'm not sure if all of you
2 who signed in intend to speak, but we will start with
3 limiting our comments to about 10 minutes given that
4 there are 17 people on our list.

5 For purposes of providing some
6 background, I will make a few comments and then we'll
7 begin with the comments from the interested persons.

8 On January 30th, 2014, the commission
9 approved a set of rule revisions for publication by the
10 Tennessee Secretary of State in the form of a notice of
11 rulemaking hearing and authorized a member of the
12 division of postsecondary school authorization staff to
13 conduct a rulemaking hearing as soon as possible.

14 Thereafter we filed a notice of
15 rulemaking hearing with the Secretary on February 3rd,
16 2014. Additionally, we emailed the notice to all
17 institutions on February 10th, 2014.

18 Pursuant to this notice, any written
19 comments are due today and should be directed to my
20 attention. The notice also provides for today's
21 hearing to be in this room starting at 10:00.

22 The notice lists multiple rules for
23 discussion. All proposed revisions are to Rule
24 Chapter 1540-01-02, and more specifically are as
25 follows: .03, Definitions, paragraphs (1)(e), (p), and

1 (ee); .05, Exemptions; .07, Institutional Applications,
2 paragraphs (6) through (10); .08, Regulations for
3 specific school types, paragraphs (3)(a), (8), and
4 (10); .11, Institutional Catalog, paragraph (1) new
5 subparagraph (r); .13, Enrollment Agreements and
6 Disclosure Standards, paragraph (2)(i) and new
7 subparagraph (j) and paragraph (3); .14, Financial
8 Standards, paragraph (6) and (8) -- excuse me -- (6)
9 and (7); .16, Personnel and Instructor Qualifications,
10 paragraph (1), new paragraph (2), paragraph (11)(a) and
11 (d), parts (4) and (5), paragraphs (12), (13), and (15)
12 (a) through (c) and (g); .19, Fair Consumer Practices,
13 new paragraphs (5) and (6); and new Rule .26, Return of
14 Regulatory Fees.

15 The proposed revisions are a product
16 of multiple factors. Generally, the revisions serve to
17 bring our rules more in line with our enabling
18 legislation, provide better organization and clarity,
19 and memorialize current practices.

20 Additionally, on December 6, 2013, the
21 division of postsecondary school authorization sent an
22 email to all institutions seeking comments on the
23 proposed language. The proposals contained in the
24 notice of rulemaking hearing take those comments into
25 consideration.

1 with those comments, I believe we are
2 ready to begin our hearing, and the first person I have
3 on our list is Dr. J. Gary Adcox, TAICS executive
4 director.

5 If I could ask the speakers just to
6 come to the front here and speak -- there's a
7 microphone or a speaker in front of you. Just if you
8 could speak clearly so that the court reporter is able
9 to properly transcribe your comments.

10 DR. ADCOX: First, I would like to
11 thank the division staff on behalf of the TAICS
12 membership for making this hearing possible today
13 through the procedures prescribed by the Uniform
14 Administrative Procedures Act.

15 Although I will not address each
16 proposed rule change, I will, however, make comment on
17 the rule or section of the regulation that at this
18 point continues to concern the membership and requires
19 readdressing to ensure that what we do here today aids
20 not only the accomplishing of the goals and mission of
21 the division and the institutions they oversee but also
22 serves to aid Tennessee students in achieving their
23 educational goals.

24 When the association and its members
25 received the current proposed rule revisions, we were

1 pleased and excited that the division had taken a step
2 forward in addressing a few of the major issues facing
3 this sector and its regulation. However, after review
4 of the current version, we are disappointed somewhat in
5 that some of these key issues have been removed from
6 consideration and left only minor administrative
7 changes in the rules.

8 We are pleased that the division saw
9 fit to include the changes in language and rule to
10 support cash discount policy.

11 We also support the 1540-01-02-26,
12 Return of Regulatory Fees section in addressing the
13 return of fees acquired through the overcharging of our
14 institutions. However, we believe that these fees
15 still need to be reviewed for a more sensible and
16 accurate fee based on the division's work.

17 Changes that were removed. Based on
18 DPSA's assessment of the rule changes that were
19 pertinent and time sensitive, we question the removal
20 of the following changes:

21 Two of the rule changes that were
22 removed from this revision after the comment period
23 fell under Definitions, the proposed change in
24 accreditation. The association was supportive of
25 updating the definition to recognize both national and

1 regional agencies and are perplexed as to why this
2 revision was removed.

3 This, much like the removal of the
4 proposed change 1540-01-02-06, Minimum Authorization
5 Standards and Requirements, went to correcting unfair
6 bias toward accreditation. The removal of these two
7 fundamental changes stripped the proposed rule changes
8 of any real substance.

9 Two other proposed changes were
10 removed from the original identified pertinent and time
11 sensitive revisions. 1540-01-02-16, Personnel and
12 Instructor Qualifications, paragraph (3) and paragraph
13 (12) (b) and (c), both sections dealing with
14 instructors of trades requiring certification. We are
15 perplexed by these omissions and would ask that the
16 DPSA staff address why these were removed and what
17 makes them now nonpertinent or time sensitive.

18 Changes that we believe need to go a
19 little further. Proposed rule changes to
20 1540-01-02-08, Regulation for Specific School Types,
21 fails to take the opportunity to advance the goal of
22 education by not addressing the critical issues of
23 degree designations. By maintaining this artificial
24 and arbitrary rule that is counter to the U.S.
25 Department of Education and Institutional Accreditor

1 standards -- by allowing this to continue, our students
2 are harmed when attempting to move or transfer to other
3 public institutions that disallow transfer of credit
4 from applied science degrees.

5 Changes needing additional
6 clarification. Under the current revision, as I
7 understand it, changes that effect "agent" are designed
8 for off-campus/off-site enrollment of students, which
9 would include the completion of an enrollment agreement
10 and possibly other procedures or use of forms designed
11 to enroll a student.

12 And so that leaves me to ask for
13 clarification. If an individual that is distributing
14 general institutional information or program
15 information without the offer of enrollment or use of
16 enrollment forms, whether theirs or forms from the
17 State, would this person not be considered an agent
18 and, therefore, would not need an agent fee?

19 Changes not addressed. As an
20 association, we believe that THEC through the division
21 should make additional changes to the regulations to
22 address more critical issues effecting this sector. We
23 believe that the failure to include more appropriate
24 accreditors within the definition section, which
25 clearly specifies SACS, an accreditor that the majority

1 of these schools are not accredited by, indicates a
2 lack of understanding of the sector by the division.

3 when you asked for comments, we
4 submitted a large number I think on behalf of the
5 sector. I'm not sure how many, but I believe that the
6 two additions to the initial proposed rule, the seven
7 grammatical changes, and the four removals from this
8 shows that the division lacks the response to the
9 sector's comments and seems to indicate an unauthentic
10 approach to this process; and although the revision
11 process certainly meets the letter of the law, it does
12 not meet the spirit. Those are my comments.

13 MS. WOODRUFF: Thank you.

14 Next I have Cyndee Perdue Moore,
15 National College of Business & Technology, vice
16 president.

17 MS. MOORE: I am Cyndee Perdue Moore,
18 vice president of National College of Business &
19 Technology.

20 National College of Business &
21 Technology appreciates the opportunity to comment on
22 the proposed revisions to Chapter 1540-01-.02,
23 Authorization and Regulation of Postsecondary Education
24 Institutions and their agents. The following comments
25 are submitted on behalf of the six campuses of National

1 College of Business & Technology currently authorized
2 by THEC to operate in Tennessee.

3 Let me preface my more specific
4 comments by saying how hopeful we were when we received
5 the proposed rules for initial comment in December of
6 2013. While not all areas of concern were addressed
7 completely, we did feel as though a first step had been
8 taken to make meaningful revisions to the rules and
9 bring them into the 21st Century. We were, therefore,
10 obviously surprised to see that the final version of
11 the rules that we were commenting on today had been
12 stripped of many meaningful and important changes.

13 Although, we do support the addition
14 of 1540-01-02-.26, Return of Regulatory Fees, and
15 1540-01-02-.19.51 (sic), Standardized Cash Discounts,
16 we feel that beyond those changes most of what remains
17 in the current revisions are a handful of grammatical
18 and punctuation corrections that do little to enhance
19 and support our students' future education or career
20 objectives.

21 While we support the aforementioned
22 revisions, we must register our opposition to the rules
23 as presented because they fail to address certain key
24 areas of concern.

25 Under the area of Definitions, we were

1 encouraged by the verbiage use in the initial proposed
2 revisions to allow the use of the word "college" in an
3 institution's name without qualifiers, but we were
4 perplexed by the failure to change the definition of
5 "college" in those same revisions.

6 The current definition which would
7 remain unchanged in accordance with the initial
8 proposed revisions, defined "college" as a unit of a
9 university offering specialized degrees or a
10 postsecondary institution offering courses of study
11 leading to traditional undergraduate college degrees.
12 Some examples of traditional degrees are: Associate of
13 Arts, Associate of Science, Bachelors of Arts, Bachelor
14 of Science, and Bachelor of Fine Arts.

15 As proposed in December,
16 1540-01-02-.06-14 was rendered meaningless, as
17 elsewhere in the rules nationally accredited
18 institutions are strictly prohibited from awarding
19 traditional degrees. Since by the existing definition,
20 a "college" is an institution that offers traditional
21 degrees and by operation of 1540-01-02-.08-3b only
22 regionally accredited institutions may offer
23 traditional degrees.

24 Currently only regionally accredited
25 institutions are allowed to use the word "college" in

1 their name without qualifiers. We continue to view
2 this restriction as both arbitrary and capricious,
3 particularly given that prior proposed revisions
4 acknowledged the need to change the definition of
5 "college" to avoid confusion.

6 In response to that contradiction, we
7 recommended that either the definition of "college" be
8 revised to read: "College" means a unit of a
9 university offering specialized degrees or a
10 postsecondary institution offering courses of study
11 leading to a degree or the recommendation relating to
12 our next comment.

13 We were dismayed to see in the final
14 version of these rules that not only had our
15 recommendation not been considered, but that all
16 reference to the change was removed.

17 Further, we feel it is an egregious
18 oversight not to address 1540-01-02-.08-3b, Degree
19 Granting Institutions in this revision. This rule
20 states that no institution may offer traditional
21 liberal arts degrees or professional degree
22 designations, such as those given in the definition
23 under "college" and "university" unless previously
24 approved by a recognized regional accrediting body.

25 The United States Department of

1 Education gives authority to accrediting bodies on
2 equal footing without differentiating between regional
3 and national accreditors. Both national and regional
4 accreditors have established guidelines for determining
5 which degrees meet the standards of a traditional
6 academic degree.

7 Requiring institutions to artificially
8 change the names of the degrees they offer from an
9 academic designation to an applied designation, for
10 example, an Associate of Science as provided by an
11 accrediting body as authorized by the USDOE versus an
12 Associate of Applied Science as determined without
13 appropriate justification by the Tennessee Higher
14 Education Commission, is, again, both arbitrary and
15 capricious.

16 Further, it unfairly penalizes
17 students who have exercised their choice to attend a
18 nationally accredited institution by forcing that
19 institution to award a lesser degree than that which
20 students earned. Doing harm to the very constituency
21 that the commission has been charged with protecting
22 is, at the very least, counterproductive to the
23 workforce development goals for our state.

24 We recommended via our written
25 comments in December and we recommend today that this

1 rule be revised to read: No institution may offer
2 traditional liberal arts degrees or professional degree
3 designations such as those given in the definition
4 under "college" and "university" unless previously
5 approved to offer academic degrees by an accredited
6 body recognized by the United States Department of
7 Education.

8 We also feel that not addressing
9 1540-01-02.03pp, Definitions, and 1540-01-02-6-14a,
10 School Name, is a missed opportunity.

11 Use of the word "university" is
12 closely tied to each of the rules and definitions
13 outlined above. Current treatment of the word
14 "university" is found in Rule 1540-01-02-.03pp and Rule
15 1540-01-02-6-14a. As written, and with no revisions
16 proposed, institutions are prohibited from using the
17 word "university" in their name unless they are
18 approved by a regional accrediting body so recognized
19 by the U.S. Department of Education and one that offers
20 traditional undergraduate and graduate degrees. For
21 the same reasons stated previously, we feel that the
22 restriction on the use of the word "university" is both
23 arbitrary and capricious.

24 We recommend that the definition of
25 "university" remain as is, with the definition of a

1 traditional degree revised to read: No institution may
2 offer traditional liberal arts degrees or professional
3 degree designations such as those given in the
4 definition under "college" and "university" unless
5 previously approved to offer academic degrees by an
6 accrediting body recognized by the United States
7 Department of Education.

8 We further recommend that
9 1540-01-02-6-14a be revised to read: No postsecondary
10 educational institution under the Act and these rules
11 may use the word "university" in their name unless the
12 school has been so approved by an accrediting body so
13 recognized by the U.S. Department of Education.

14 While we are encouraged by the
15 inclusion of two new rules which would grant schools
16 the ability to offer a standardized cash discount and
17 provide for return of fees, although we feel they are
18 regressive in nature, we simply feel that these rules
19 do not go far enough. It's time to bring the rules
20 governing institutions under the DPSA umbrella into the
21 21st Century. We feel these rules do not accomplish
22 that objective.

23 In closing, we welcome the opportunity
24 to work with the commission and the DPSA staff to
25 refine the proposed revisions to best meet the needs of

1 our schools and the students who choose to further
2 their education through our schools.

3 Given Governor Haslam's focus on
4 education and workforce development through the State's
5 "Drive to 55" initiative, it's imperative that THEC
6 support proprietary schools in Tennessee and the
7 students our school serves. Adopting the changes we
8 have proposed would best serve that goal. Thank you.

9 MS. WOODRUFF: Thank you.

10 Next I have Katharine Purnell from
11 Daymar, Clarksville, campus president.

12 MS. PURNELL: Thank you very much. I
13 don't have anything prepared in writing, but I do just
14 want to state how in December -- and I reiterate how
15 pleased I was with the proposed rule changes, and I
16 replied with an email that was on behalf of all of the
17 three Daymar Institute campuses, and I'm just very
18 surprised that those were removed when we got the
19 revised rules in February. I mean, really shocked.
20 I'm just shocked and really don't understand it. So
21 that's all I have to say.

22 MS. WOODRUFF: Thank you.

23 Next I have Richard Lodge, Bass,
24 Berry & Sims, Kaplan counsel.

25 MR. LODGE: I do not wish to speak.

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MS. WOODRUFF: Thank you.

Patty Bowman, Genesis Career College,
director of education.

MS. BOWMAN: I don't have any
comments.

MS. WOODRUFF: Please make sure if
you're speaking without a microphone that you speak up
so that the court reporter can get your comments.

I have Mark Liverman, National College
of Business & Technology, campus director.

MR. LIVERMAN: I don't have anything
further to say. I completely support Ms. Moore's
comments and Dr. Adcox's comments.

MS. WOODRUFF: Rich Blankenship,
National College of Business & Technology, campus
director.

MR. BLANKENSHIP: I do not have any
comments. I also support Dr. Adcox and Ms. Moore's
comments.

MS. WOODRUFF: Thank you.
Peter Powell, DeVry University, campus
director.

MR. POWELL: No comments at this time.

MS. WOODRUFF: Thank you.

Dominick DeLorenzo, Virginia College.

1 MR. DELORENZO: DeLorenzo, yes. I
2 have no other comments other than to say I do support
3 Dr. Adcox and Ms. Moore's statements fully.

4 MS. WOODRUFF: Thank you.

5 Richard -- is it Richard Collier?

6 MR. COLLIER: Yes, it is.

7 MS. WOODRUFF: That's the name of a
8 former boss of mine. I was thrown off, actually.

9 MR. COLLIER: That's okay. I'm sure
10 he was a heck of a nice guy, though.

11 MS. WOODRUFF: Southeastern Institute,
12 program director.

13 MR. COLLIER: Yes. I have nothing
14 more to add either. We're here in support of both
15 Ms. Moore and Dr. Adcox and their position and feel it
16 should be given full consideration.

17 MS. WOODRUFF: Thank you.

18 Tyson Heath, WGU, Western Governors
19 University, operations manager.

20 MR. HEATH: We have no additional
21 comments at this time.

22 MS. WOODRUFF: Thank you.

23 Phil Quintana, University of Phoenix,
24 associate director of regulatory affairs.

25 MR. QUINTANA: The University of

1 Phoenix thanks the department of postsecondary school
2 authorization for the opportunity to collaborate in the
3 rulemaking process and for its diligence in promoting
4 an educational environment which students and
5 institutions can benefit from a balanced and
6 professional regulatory oversight.

7 During the past three years over 4,600
8 Tennessee residents have earned degrees from the
9 University of Phoenix's six locations and thousands
10 more are working toward that same goal. We are proud
11 of their accomplishments and are confident that the
12 State will benefit from their future contributions, as
13 well as the contributions of the graduates from our
14 sister institutions in the sector.

15 While the university is pleased with
16 and grateful for the professionalism of the department
17 staff, we feel that one proposed and existing rule,
18 1540-01-02-.13, Enrollment Agreements and Disclosure
19 Standards, paragraph 3a goes well beyond what is fair.
20 This rule requires only schools in this sector to
21 disclose completion, retention, and placement rates to
22 potential students in the enrollment agreement, which
23 is the contract students sign with the institution.

24 State institutions and junior colleges
25 governed by the Tennessee Board of Regents and private

1 institutions that are members of the Tennessee
2 independent colleges and university associations do not
3 have similar disclosure requirements. If the purpose
4 of the disclosure is to provide a consumer protection
5 to the residents of the state, it should be applied to
6 all potential students of all institutions or none at
7 all.

8 Currently these disclosures as part of
9 an enrollment agreement apply only to the sector that
10 regulates out-of-state institutions. Schools which are
11 regulated by the Department of Postsecondary School
12 Authorizations. From a basic fairness standpoint, the
13 university sent the requests to a level playing field
14 where it was subject to the same disclosure
15 requirements as the Board of Regents and the Tennessee
16 Independent Colleges and Universities.

17 The University notes that the
18 Tennessee Higher Education Commission already discloses
19 this information to the public on the front page of its
20 website. This resource is updated annually and
21 available to anyone with an interest in such
22 disclosures. The University is supportive of the
23 remainder of the proposals. Thanks.

24 MS. WOODRUFF: Next I have Crystal
25 Tyler, Goodwill Middle Tennessee, computer instructor.

1 MS. TYLER: Goodwill has no comments
2 at this time.

3 MS. WOODRUFF: Thank you.

4 Haley B. Johnson, Kaplan Career
5 Institute, executive director.

6 MS. JOHNSON: No comments at this
7 time. Thank you.

8 MS. WOODRUFF: Thank you.

9 John Carreon, Kaplan, vice president
10 state affairs.

11 MR. CARREON: No comments on behalf of
12 Kaplan at this time.

13 MS. WOODRUFF: Thank you.

14 Dax Gomez, Nossi College of Art,
15 director of career services.

16 MR. GOMEZ: I have no comments to
17 make.

18 MS. WOODRUFF: Thank you.

19 And, lastly, I have Charles Camp,
20 Remington College, general counsel.

21 MR. CAMP: Remington adopts the
22 comments made by Ms. Moore and Dr. Adcox. Rather than
23 just repeating those, we will adopt their comments.

24 MS. WOODRUFF: Okay. Thank you.

25 That's all I have on the list. Did

1 anyone come in late that did not get a chance to sign
2 in?

3 (No response.)

4 MS. WOODRUFF: Okay. Well, if there
5 are no further comments to be made, that will conclude
6 our rulemaking hearing. Well, if you have any written
7 comments, I will be happy to take those now or, you
8 know, you can submit them by the close of today, but
9 today was the due date for any written comments.

10 MS. MOORE: And you will take those
11 via email?

12 MS. WOODRUFF: I will. I prefer to
13 have them in writing because things do fall through the
14 cracks sometimes. Not in writing, but hand-delivered,
15 but if you need to email them to me, I will accept
16 them.

17 DR. ADCOX: I believe two schools
18 overnighted comments to you. I'm not sure you received
19 them or not. Their intent was and said they would
20 overnight them yesterday, I believe, but I think they
21 followed up with an email, but I'm not positive. But
22 you should have two additional comments.

23 DR. BELLARD CHASE: We will check when
24 we go back.

25 MS. WOODRUFF: Anything further?

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(No response.)

MS. WOODRUFF: All right. We're
adjourned. Thank you.

(Proceedings concluded at
10:28 A.M.)

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REPORTER'S CERTIFICATE

I, Christina A. Meza, Licensed Court Reporter, Registered Professional Reporter, Certified Court Reporter, and Notary Public for the State of Tennessee, hereby certify that I reported the foregoing proceedings at the time and place set forth in the caption thereof; that the proceedings were stenographically reported by me; and that the foregoing proceedings constitute a true and correct transcript of said proceedings to the best of my ability.

I FURTHER CERTIFY that I am not related to any of the parties named herein, nor their counsel, and have no interest, financial or otherwise, in the outcome or events of this action.

IN WITNESS WHEREOF, I have hereunto affixed my official signature and seal of office this 31st day of March, 2014.


CHRISTINA A. MEZA, LCR, RPR, CCR
AND NOTARY PUBLIC FOR THE STATE
OF TENNESSEE



LCR No. 164 Expires 6/30/2014
Notary Commission Expires 6/22/2015



March 26, 2014

Julie M. Woodruff
Director of Regulatory Affairs & Complaint Resolution
Tennessee Higher Education Commission
Parkway Towers, Suite 1900
404 James Robertson Pkwy
Nashville, TN 37243-0830

Re: Ashford University and University of the Rockies - Public Comments to the Tennessee Higher Education Commission

Dear Ms. Woodruff:

Thank you for the opportunity to provide public comments to the Tennessee Higher Education Commission's proposed amendments to Chapter 1540-01-02, Authorization and Regulation of Postsecondary Education Institutions and Their Agents. Bridgepoint Education on behalf of its institutions' Ashford University and University of the Rockies submit the enclosed public comments for consideration.

Should you have any questions, please feel free to contact Brittney Lee at 866.475.0317 x 1776 or Brittney.lee@bpiedu.com.

Sincerely,

Vickie L. Schray
Senior Vice President, Regulatory Affairs & Public Policy

Enclosure

13500 Evening Creek Drive North, Suite 600, San Diego, CA 92128

Proposed Amendments to Chapter 1540-01-02, Authorization and Regulation of
Postsecondary Education Institutions and Their Agents

MAR 27 2014

Thank you for the opportunity to provide public comments to the Tennessee Higher Education Commission's (Commission) proposed amendments to Chapter 1540-01-02, Authorization and Regulation of Postsecondary Education Institutions and Their Agents. Bridgepoint Education on behalf of its institutions' Ashford University and University of the Rockies respectfully submit the following comments:

1) In Section 1540-01-02-.13 Enrollment Agreements and Disclosure Standards, Subsection (3) (a) and (b), the Commission proposes to require institutions to include "in-field placement data as calculated by the Commission" in the enrollment contract or pre-enrollment checklist.

Currently, under Subsection (4), the Commission grants institutions a waiver from Subsection (3) if they do not typically report vocational placement data. We request that the Commission also grant a waiver to institutions that do not have in-field placement services, so that Section 1540-01-02-.13, Subsections (3) and (4) read:

(3) Also included in the enrollment contract or pre-enrollment checklist, shall be the most recent withdrawal, completion and in-field placement data as calculated by the Commission by including:

(a) The following statement: "For the program entitled, (program name), I have been informed that, for the July (year)/June (year) period, the withdrawal rate is (percent)%, the completion rate is (percent)%, and the in-field placement rate is (percent)%. Detailed statistical data for this program may be viewed by going to www.tn.gov/thec and clicking on the Authorized Institution Data button." or

(b) A copy of the report created for the institution by the Commission staff and a statement that "the report can be viewed by going to www.tn.gov/thec and clicking on the Authorized Institution Data button."

(4) Liberal arts schools or professional schools that typically do not report vocational placement data **or do not have in-field placement services** may request a waiver of 1540-01-02-.13(3) above.

2) As proposed, Section 1540-01-02-.16 Personnel and Instructor, Subsection (1) states:

(1) Institutions must provide and maintain qualified faculty and staff in order to fulfill the mission of the institution and all obligations to the students. As further described below, personnel qualifications must be submitted to the Commission staff on a School Personnel Application to be provided by the Commission staff, no later than ten (10)

days after the hire date.

(a) Unaccredited institutions must submit to the Commission staff School Personnel Applications for all instructors and administrative personnel as that term is defined in this rule.

(b) Institutions accredited by an accrediting body recognized by the U.S. Department of Education must submit to the Commission staff School Personnel Applications for all administrative personnel as that term is defined in this rule. For each instructor, an accredited institution shall maintain on-site documentation supporting instructors meeting the minimum qualifications and shall complete a School Personnel Application at any time upon request from the Commission staff.

To ensure a more reasonable timeframe and scope, we suggest the following language instead of the proposed rule:

(1) Institutions must provide and maintain qualified faculty and staff in order to fulfill the mission of the institution and all obligations to the students. As further described below, personnel qualifications must be submitted to the Commission staff on a School Personnel Application to be provided by the Commission staff, no later than ~~ten (10)~~ **twenty (20) calendar** days after the ~~hire~~ **start** date.

(a) Unaccredited institutions must submit to the Commission staff School Personnel Applications for all instructors and administrative personnel, as that term is defined in this rule.

(b) Institutions accredited by an accrediting body recognized by the U.S. Department of Education must submit to the Commission staff School Personnel Applications for all **senior** administrative personnel as that term is defined in this rule. For each instructor, an accredited institution shall maintain on-site documentation supporting instructors meeting the minimum qualifications and shall complete a School Personnel Application at any time upon request from the Commission staff.

To conform with the above suggested language, we also recommend revising the definition of “administrative personnel” under Section 1540-01-02-.16 Personnel and Instructor Qualifications, Subsection (3), as follows:

1540-01-02-.16 PERSONNEL AND INSTRUCTOR QUALIFICATIONS.

(1) Institutions must provide and maintain qualified faculty and staff in order to fulfill the mission of the institution and all obligations to the students.

(2) The method of administration and procedure for staff selection must be defined in a way that each employee has specific duties and responsibilities.

(3) Administrative personnel generally encompasses senior staff and individuals that oversee areas as outlined in operational and administrative standards. This includes by function, but is not limited to titles of an institutional director; financial aid administrator; director of admissions; director of education; business officer or manager; director of student services (including counseling and placement) and the registrar. Support and clerical staff is not included as administrative personnel, but shall be included for reporting purposes on re-authorization forms annually.

3) As proposed, Section 1540-01-02-.16 Personnel and Instructor, Subsection (12)(d)(4)(i) states:

(+12) Instructors:

...

(d) An instructor must be qualified by education and experience/background demonstrably higher than the level to be taught and must meet the following qualifications as minimum requirements:

...

4. Minimum for an associate level:

(i) Meet the minimum requirements for doctorate, masters or baccalaureate level; or

...

We support the Commission's amendment to allow a faculty member to teach at the associate level if s/he meets the minimum requirements for the doctorate, masters or baccalaureate level. This is a sound policy that would give highly qualified faculty the opportunity to teach an associate degree program as long as s/he has the appropriate educational credential.

4) As proposed, Rule 1540-01-02-.19 Fair Consumer Practices and Student Complaints, Section 5 reads as follows:

(5) Institutions may provide a discount for cash payments provided:

(a) the institution has a written policy in the catalog that includes the definition of cash and details the qualifications for receiving and the amount of a cash discount and

(b) the student verifies receipt and understanding of the policy in the pre-enrollment checklist.

We would like the Commission to clarify what it considers to be "a discount for cash payment." We currently offer tuition grants to certain student populations, such as military students, in

order to limit the amount of out-of-pocket costs those students might incur if military tuition assistance or employer reimbursement fails to cover their entire cost of attendance. We do not consider these grants to be discounts for cash payments; however, additional clarification in the definition of discounts for cash payments for purposes of this proposed regulation would help us ensure compliance by making the Commission's expectations more clear. As such, for clarification and to ensure correct application of the above proposed rule, we suggest the following language be added:

For purposes of Section 5, a "discount for cash payment" shall mean a lower tuition charge in exchange for a student paying the institution directly in advance using a credit card or other direct payment method that is not federal financial aid.

5) As proposed, Rule 1540-01-02-.19 Fair Consumer Practices and Student Complaints, Section 6 reads as follows:

(6) An institution may award a scholarship, tuition waiver or other award provided:

(a) the criteria for receiving the award are clearly defined in writing;

(b) the institution has a form and procedure to verify eligibility; and

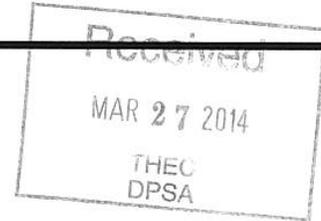
(c) the amount of the award is a flat dollar amount or subject to calculation using a defined formula or scale.

We support the Commission's above proposed rule requiring an institution to comply with subsections (a) through (c) as this is a sound policy based on equity and uniformity. However, an institution may also award institutional adjustments to students that are separate from the types of scholarships, tuition waivers and other awards that are referred to above. For instance, there are institutional adjustments, such as awards for corrections, customer service credits, and revisions for operational error, which are given based on an individual student's situation and are made after the fact. These types of awards are not intended to be given to groups of students nor are they made based on eligibility criteria. Rather, they are given on a case-by-case basis in order to make individual students whole following inadvertent discrepancies. Therefore, for clarification and to ensure correct application of the above proposed rule, we suggest the following language be added:

For purposes of Section 6, a scholarship, tuition waiver or other award does not include internal adjustments, including but not limited to, awards for corrections, customer service credits, and revisions for operational error.

Julie Woodruff

From: Susan Cooper <scooper@daymargroup.com>
Sent: Thursday, March 27, 2014 2:34 PM
To: Julie Woodruff
Subject: Rulemaking Hearing Comments



To: THEC

From: Susan Cooper
Daymar Colleges Group
Director of Government Relations

I would like to go on record to say that I am in agreement with Gary Adcox (TAICS) and Cyndee Moore's (National College) comments made this morning at the 10:00am, THEC Rulemaking Hearing.

Thank you for accepting these comments. sc

Susan Cooper

Director of Government Relations
Executive Director Daymar Foundation

Office: 270-926-1188
Fax: 270-686-8912
Cell: 270-929-1176

The Daymar Foundation
"Helping students...Help themselves"



168 Jack Miller Blvd.
Clarksville, TN 37042
(931) 431-9700
www.nci.edu

March 25, 2014

Julie M. Woodruff, Esq.
Director of Regulatory Affairs and Complaint Resolution
Division of Postsecondary School Authorization
Tennessee Higher Education Commission
Parkway Towers, Suite 1900, 404 James Robertson Parkway
Nashville, TN 37243-0830



RE: 12/6/2013 Email attachment of proposed rule changes of THEC

Dear Ms. Woodruff,

Thank you for taking the time to talk to me today. Unfortunately I cannot attend the meeting on Thursday due to school obligations.

After viewing the proposed rules, North Central Institute (NCI) is in agreement with the "Accreditation" definition, 1540-01-01-.03(1)(c).

Furthermore, NCI would like to see the definition of "Agent" 1540-01-01-.03(1)(e) kept as is, which is now lined out in red. When small schools such as NCI are invited to community events, high school information fairs, and career/college fairs, they are handing out information about educational opportunities in the area and creates good will within the community. Attendance to these events, as the definition currently stands, does not require an agent application or status when the person or persons attending those events have other primary job duties. Changing the definition would create a hardship on small schools and undermines community events.

If there are any questions, comments or concerns, please feel free to contact the undersigned.

Education in Aviation,

Tamela Taliento
President

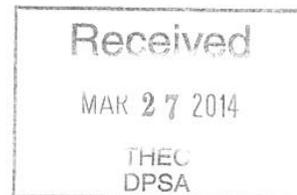
/ajw

North Central Institute is accredited by the Commission of the Council on Occupational Education



Julie Woodruff

From: Vicki Burch <Vicki.Burch@wtbc.edu>
Sent: Wednesday, March 26, 2014 6:22 PM
To: Julie Woodruff
Cc: Gary Adcox
Subject: Notice of Rulemaking Hearing



Julie,

Sorry I am just now sending this to you, but I did want to comment on the *New Rule* dedicated to Rule 1540-01-02-.26 Return of Regulatory Fees, which is a new section at the end of Rule Chapter 1540-01-02.

As you may recall several years ago, I had an issue with the Fee structure and the Cap that was given to the industry institutions that generated tuition dollars that would put their fees over \$25,000.00. I have expressed on several occasions that a small school of 200-400 student's could pay up to half of the amount of an institution that might have several thousand students and their fees be capped at \$25,000.00.

I am as concerned that if and when a refund should be issued based on a percentage of the total of all reauthorization fees paid by an institution; that the small schools, that I feel were overcharged, are now going to be under refunded according to the way that I interpret (1)(b).

I do feel all institutions need to pay their fair share of Regulatory fees, but the cap has given an undue monetary advantage to the very institutions that should be capable of paying their fair share, as opposed to the smaller institutions that may be less capable monetarily and overburdened with the fee(s).

Thank you,

Vicki

Vicki Burch
President | Executive Director
West Tennessee Business College
T: 731-668-7240
F: 731-668-3824
E: Vicki.Burch@wtbc.edu
Visit us online at: www.wtbc.edu

*Changing lives...
...one student at a time.*

DATE: April 24, 2014

SUBJECT: 2014 SAILS Program Expansion

ACTION RECOMMENDED: Approval

BACKGROUND INFORMATION: Each year, nearly 70 percent of community college freshman in Tennessee are forced into remedial math courses upon enrollment in higher education. In response to this policy challenge, THEC, in partnership with the Tennessee Board of Regents and Chattanooga State Community College, launched the Seamless Alignment and Integration of Learning Support (SAILS) program.

The SAILS program seeks to address remedial math needs by introducing the college developmental math curriculum in the high school senior year. By embedding the Tennessee Board of Regents Learning Support Math program in the high school Bridge Math course, students are able to work through all remedial math competencies before high school graduation. This approach was successfully piloted at four community colleges during the 2012-13 academic year.

In 2013, funding from the Governor’s Online Innovation Fund supported an expansion to serve 114 schools and 6,000 students. As of mid-April, this expansion has led to over 3,500 students completing all remedial math requirements while still in high school, resulting in tuition savings of over \$5.3 million.

The 2014 budget includes \$2.6 million to expand SAILS, increasing to 12,000 students across Tennessee. In order to facilitate this expansion, a competitive Request for Proposals was issued to local school districts across the state on April 7, 2014. Districts were asked to submit a proposal that addressed their capability to successfully implement the SAILS program, specifically addressing capacity in four areas:

- 1) Math and Technology
- 2) Flexibility, Teamwork, and Innovation
- 3) Administrative and Faculty Support
- 4) Community College Partnerships

These proposals were scored by a committee of evaluators (Attachment A) and those selected will begin SAILS replication in Fall 2014.

Attachment A
2014 SAILS Program Evaluation Committee

Wendy Blackmore
TN College Access/Success Network

Victoria Harpool
TN Higher Education Commission

Herbert Brown
TN Higher Education Commission

Emily House
TN Higher Education Commission

Anne Buckle
Drive to 55 Program Office

Mary Laphen
TN Higher Education Commission

Melissa Canney
TN Department of Education

Kimberly Martin
TN Higher Education Commission

Emily Carter
TN Department of Education

Kim McCormick
SAILS Leadership Team

Robert Denn
SAILS Leadership Team

Bob Obrohta
TN College Access/Success Network

Scott Eddins
State Board of Education

Emily Petro
TN Higher Education Commission

Wilson Finch
TN Higher Education Commission

Melissa Stugart
TN Higher Education Commission

Jessica Gibson
TN Higher Education Commission

John Squires
SAILS Leadership Team

Troy Grant
TN Higher Education Commission

Patrice Watson
TN Department of Education

DATE: April 24, 2014

SUBJECT: Drive to 55 Status Report

ACTION RECOMMENDED: Information

BACKGROUND INFORMATION: Discussion will be held concerning provisions of the Drive to 55 (D55), Governor Haslam’s ambitious set of initiatives aimed at significantly increasing the number of adult Tennesseans with educational credentials beyond high school. More specifically, the objective of the Governor’s effort is for 55 percent of adult Tennesseans to have earned postsecondary degrees or certificates by the year 2025. The new Tennessee Promise program, which makes available free tuition and fees for recent high school graduates at the 13 community colleges across the State, is a central feature of D55 and is the first of its kind in the nation.

In addition to the Tennessee Promise, other D55 programs that will be highlighted at the Commission meeting include:

SAILS, the innovative alternative to traditional remedial math instruction at the community colleges;

Development of an online college preparation course for first-time students;

Expansion of Dual Enrollment opportunities for junior and senior high school students;

Online innovations, including MOOCs (Massive Open Online Courses) and implementation of advanced analytics in existing online courses;

Targeted programs and services for adult students;

Targeted programs and services for Veterans; and

LEAP (Labor and Education Alignment Program)

DATE: April 24, 2014

SUBJECT: Amendment to the FY 2014-15 Disclosed Capital Projects List

ACTION RECOMMENDED: Information

BACKGROUND INFORMATION: Disclosed capital projects are funded through non-state sources including campus funds, gifts or through the Tennessee State School Bond Authority. Projects most often include dorms, athletics facilities, parking garages and other similar projects. Since the original 2014-15 capital budget recommendations were made, the University of Tennessee (UT) and Tennessee Board of Regents (TBR) have identified additional disclosed capital projects for the upcoming fiscal year. These additional projects are submitted to THEC for approval as an amendment to the original list, before being submitted to the Department of Finance & Administration (F&A) for inclusion in the budget. These lists act as an indicator of a campus’s intention of bringing forward a project in the future.

In accordance with Tennessee Higher Education Commission Policy Number F4.0, subsection 4.0.30A, a total of 67 additional projects — 59 projects from TBR and eight projects from UT — are being disclosed as part of the 2014-15 Disclosed Capital Projects List. Additionally, UT has requested that two projects described in the original 2014-15 Disclosed Capital Projects listing be removed from the list. In total, TBR has submitted \$284,900,000 in additional disclosed projects and UT has submitted \$373,500,000 in additional disclosed projects for a total of \$658,400,000.

Per a request from F&A, it was necessary to transmit the additional 2014-15 Capital Projects Lists to the administration prior to the Commission’s spring meeting in order to meet the timing requirements of the Administration’s amendment to the budget. The amended list was approved by Dr. Rhoda by interim action and transmitted to F&A Commissioner Martin on March 14, 2014.

**Governing Board Disclosure List
Revenue-Funded Projects FY 2014-15
Additional Projects Submitted**

<u>Institution</u>	<u>Project Name</u>	<u>Funding Source</u>	<u>Estimated Cost</u>	<u>TSSBA</u>	<u>Gifts</u>	<u>Grants</u>	<u>Auxiliary</u>	<u>Operating</u>
University of Tennessee								
1	UTK	Boathouse Improvements	Plant Funds (auxiliary, athletics)	\$ 3,000,000	\$ -	\$ -	\$ 3,000,000	\$ -
2	UTK	Hodges Library Improvements	Plant Funds (non-auxiliary)	\$ 1,600,000	\$ -	\$ -	\$ -	\$ 1,600,000
3	UTK	Building Access Improvements	Plant Funds (non-auxiliary)	\$ 2,300,000	\$ -	\$ -	\$ -	\$ 2,300,000
4	UTHSC	Demolition of Madison Avenue Building	Plant Funds (non-auxiliary)	\$ 4,360,000	\$ -	\$ -	\$ -	\$ 4,360,000
Tennessee Board of Regents								
5	APSU	Dunn Bowl Development	Plant Funds (non-auxiliary)	\$ 350,000	\$ -	\$ -	\$ -	\$ 350,000
6	APSU	Miller Hall Elevator Installation	Plant Funds (non-auxiliary)	\$ 120,000	\$ -	\$ -	\$ -	\$ 120,000
7	APSU	Public Safety Department Relocation	Plant Funds (non-auxiliary)	\$ 400,000	\$ -	\$ -	\$ -	\$ 400,000
8	MTSU	Academic Building Renovation	Gifts	\$ 1,600,000	\$ -	\$ 1,600,000	\$ -	\$ -
9	MTSU	Baseball Weight Room	Gifts	\$ 600,000	\$ -	\$ 600,000	\$ -	\$ -
10	MTSU	Campus Quadrangle	Plant Funds (non-auxiliary)	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 2,000,000
11	MTSU	Football Practice Facility	Gifts	\$ 20,250,000	\$ -	\$ 20,250,000	\$ -	\$ -
12	MTSU	Honors Plaza	Gifts	\$ 300,000	\$ -	\$ 300,000	\$ -	\$ -
13	MTSU	Photography Bldg. Demo and Site Improvements	Plant Funds (non-auxiliary)	\$ 120,000	\$ -	\$ -	\$ -	\$ 120,000
14	MTSU	Smith Hall Complex Upgrades	Plant Funds (auxiliary, housing)	\$ 3,000,000	\$ -	\$ -	\$ 3,000,000	\$ -
15	MTSU	Tennis Court Replacement	Plant Funds (non-auxiliary)	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000
16	TSU	Campus Security Improvements	Grants, Plant Funds (auxiliary, housing), Plant Funds (non-auxiliary)	\$ 2,000,000	\$ -	\$ 1,000,000	\$ 500,000	\$ 500,000
17	TSU	Housing Security and Maintenance Upgrades	Plant Funds (auxiliary, housing)	\$ 3,000,000	\$ -	\$ -	\$ 3,000,000	\$ -
18	TTU	Derryberry Hall Lobby and Corridor Updates	Plant Funds (non-auxiliary)	\$ 460,000	\$ -	\$ -	\$ -	\$ 460,000
19	TTU	Engineering and Research Facility planning	Plant Funds (non-auxiliary)	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000
20	TTU	Facilities Services Complex	Plant Funds (non-auxiliary)	\$ 10,100,000	\$ -	\$ -	\$ -	\$ 10,100,000
21	TTU	Foundation Hall Fire Alarm System Update	Plant Funds (non-auxiliary)	\$ 410,000	\$ -	\$ -	\$ -	\$ 410,000
22	TTU	Hooper Eblen and Fitness Center Boiler Installation	Plant Funds (non-auxiliary)	\$ 1,750,000	\$ -	\$ -	\$ -	\$ 1,750,000
23	TTU	Hooper Eblen Seating and Handrail Updates	Plant Funds (non-auxiliary)	\$ 2,240,000	\$ -	\$ -	\$ -	\$ 2,240,000
24	TTU	Intramural Sports Field House	Plant Funds (non-auxiliary)	\$ 150,000	\$ -	\$ -	\$ -	\$ 150,000
25	TTU	Roaden University Center Upgrades	Plant Funds (non-auxiliary)	\$ 6,000,000	\$ -	\$ -	\$ -	\$ 6,000,000
26	TTU	Soccer Field and Practice Field Lighting	Plant Funds (non-auxiliary)	\$ 670,000	\$ -	\$ -	\$ -	\$ 670,000

**Governing Board Disclosure List
Revenue-Funded Projects FY 2014-15
Additional Projects Submitted**

<u>Institution</u>	<u>Project Name</u>	<u>Funding Source</u>	<u>Estimated Cost</u>	<u>TSSBA</u>	<u>Gifts</u>	<u>Grants</u>	<u>Auxiliary</u>	<u>Operating</u>
Tennessee Board of Regents (continued)								
27	UM	Annex Facility Completion	Gifts	\$ 500,000	\$ -	\$ 500,000	\$ -	\$ -
28	UM	Emergency Operations Generator	Plant Funds (non-auxiliary)	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000
29	UM	Grandview House Improvements	Gifts	\$ 1,100,000	\$ -	\$ 1,100,000	\$ -	\$ -
30	UM	Lambuth Elevators and Classrooms	Plant Funds (non-auxiliary)	\$ 2,100,000	\$ -	\$ -	\$ -	\$ 2,100,000
31	UM	Recruitment Center	Plant Funds (non-auxiliary)	\$ 650,000	\$ -	\$ -	\$ -	\$ 650,000
32	UM	Research Accommodations	Grants, Plant Funds (non-auxiliary)	\$ 1,000,000	\$ -	\$ -	\$ 500,000	\$ 500,000
33	UM	Zach Curlin Parking Extension	Plant Funds (auxiliary, parking)	\$ 1,100,000	\$ -	\$ -	\$ 1,100,000	\$ -
34	Cleveland	Campus Interior Updates	Plant Funds (auxiliary, student fees)	\$ 650,000	\$ -	\$ -	\$ 650,000	\$ -
35	Jackson	Physical Plant Service Building Updates	Plant Funds (non-auxiliary)	\$ 460,000	\$ -	\$ -	\$ -	\$ 460,000
36	Motlow	McMinnville Campus Road & Parking Upgrade	Plant Funds (non-auxiliary)	\$ 460,000	\$ -	\$ -	\$ -	\$ 460,000
37	Motlow	Moore County Campus Heat Recovery	Plant Funds (non-auxiliary)	\$ 380,000	\$ -	\$ -	\$ -	\$ 380,000
38	Motlow	Moore County Campus Roof Replacements	Plant Funds (non-auxiliary)	\$ 740,000	\$ -	\$ -	\$ -	\$ 740,000
39	Motlow	Simon Hall Building Interior Renovations	Plant Funds (non-auxiliary)	\$ 1,230,000	\$ -	\$ -	\$ -	\$ 1,230,000
40	Nashville	Cookeville Campus Lab Update	Plant Funds (non-auxiliary)	\$ 370,000	\$ -	\$ -	\$ -	\$ 370,000
41	Nashville	East Davidson County Teaching Facility	Plant Funds (non-auxiliary)	\$ 9,150,000	\$ -	\$ -	\$ -	\$ 9,150,000
42	Nashville	Madison Teaching Facility	Plant Funds (non-auxiliary)	\$ 9,150,000	\$ -	\$ -	\$ -	\$ 9,150,000
43	Nashville	Southeast Center Renovations	Plant Funds (non-auxiliary)	\$ 4,800,000	\$ -	\$ -	\$ -	\$ 4,800,000
44	Pellissippi	Campus Entrance Upgrades	Plant Funds (non-auxiliary)	\$ 230,000	\$ -	\$ -	\$ -	\$ 230,000
45	Pellissippi	CPAC Lighting Updates	Plant Funds (non-auxiliary)	\$ 230,000	\$ -	\$ -	\$ -	\$ 230,000
46	Pellissippi	Division Street Parking	Plant Funds (auxiliary, access fees)	\$ 820,000	\$ -	\$ -	\$ 820,000	\$ -
47	Pellissippi	HVAC Updates	Plant Funds (non-auxiliary)	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000
48	Pellissippi	Magnolia Campus Student Parking	Plant Funds (auxiliary, access fees)	\$ 600,000	\$ -	\$ -	\$ 600,000	\$ -
49	Pellissippi	Modular Classroom Building	Plant Funds (non-auxiliary)	\$ 370,000	\$ -	\$ -	\$ -	\$ 370,000
50	Pellissippi	Strawberry Plains Building Envelope Repairs	Plant Funds (non-auxiliary), Plant Funds (auxiliary, rent)	\$ 2,900,000	\$ -	\$ -	\$ 2,100,000	\$ 800,000
51	Pellissippi	Strawberry Plains Repaving	Plant Funds (auxiliary, access fees)	\$ 300,000	\$ -	\$ -	\$ 300,000	\$ -
52	Roane	Dunbar Building Patio Enclosure	Plant Funds (non-auxiliary)	\$ 500,000	\$ -	\$ -	\$ -	\$ 500,000
53	Roane	Electrical Systems Infrastructure Upgrades	Plant Funds (non-auxiliary)	\$ 380,000	\$ -	\$ -	\$ -	\$ 380,000
54	Volunteer	Annex Buildings Window Replacements	Plant Funds (non-auxiliary)	\$ 160,000	\$ -	\$ -	\$ -	\$ 160,000
55	Volunteer	Campus Lighting Upgrades	Plant Funds (non-auxiliary)	\$ 400,000	\$ -	\$ -	\$ -	\$ 400,000

**Governing Board Disclosure List
Revenue-Funded Projects FY 2014-15
Additional Projects Submitted**

<u>Institution</u>	<u>Project Name</u>	<u>Funding Source</u>	<u>Estimated Cost</u>	<u>TSSBA</u>	<u>Gifts</u>	<u>Grants</u>	<u>Auxiliary</u>	<u>Operating</u>	
UT Projects Proposed for TSSBA Funding									
1	UTK	New Student Housing	TSSBA (housing/dining), Plant Funds (auxiliary, housing/dining)	\$ 91,000,000	\$ 81,500,000	\$ -	\$ -	\$ 9,500,000	\$ -
2	UTK	West Campus Redevelopment	TSSBA (housing/dining), Plant Funds (auxiliary, housing/dining/facilities fees)	\$ 234,200,000	\$ 192,800,000	\$ -	\$ -	\$ 41,400,000	\$ -
3	UT System	Administration Building	TSSBA (system charges)	\$ 23,000,000	\$ 23,000,000	\$ -	\$ -	\$ -	\$ -
4	UT System	Parking Garage	TSSBA (parking/system charges)	\$ 14,000,000	\$ 14,000,000	\$ -	\$ -	\$ -	\$ -

TBR Projects Proposed for TSSBA Funding									
1	TTU	Craft Center Housing Exterior Repairs	TSSBA (rent), Plant Funds (non-auxiliary)	\$ 410,000	\$ 310,000	\$ -	\$ -	\$ -	\$ 100,000
2	TTU	Parking and Transportation Improvements	TSSBA (parking), Plant Funds (non-auxiliary)	\$ 14,250,000	\$ 12,320,000	\$ -	\$ -	\$ -	\$ 1,930,000
3	TTU	Recreation and Fitness Center	TSSBA (student fees), Plant Funds (auxiliary, student fees)	\$ 40,000,000	\$ 39,900,000	\$ -	\$ -	\$ 100,000	\$ -
4	TTU	Parking Garage Construction	TSSBA (parking), Plant Funds (non-auxiliary)	\$ 18,000,000	\$ 17,000,000	\$ -	\$ -	\$ -	\$ 1,000,000
5	UM	Patterson Parking Garage	TSSBA (parking), Plant Funds (auxiliary)	\$ 14,500,000	\$ 12,808,000	\$ -	\$ -	\$ 1,692,000	\$ -
6	UM	Railroad Land Bridge Construction	TSSBA (debt service), Gifts	\$ 18,000,000	\$ 17,000,000	\$ 1,000,000	\$ -	\$ -	\$ -
7	UM	Southern Parking Garage Construction	TSSBA (parking)	\$ 20,000,000	\$ 20,000,000	\$ -	\$ -	\$ -	\$ -
8	UM	Student Recreation Facility Construction	TSSBA (debt service)	\$ 62,000,000	\$ 62,000,000	\$ -	\$ -	\$ -	\$ -

Project Count									
8	TOTAL UT - ADDITIONAL DISCLOSURE PROJECTS	\$ 373,460,000	\$ 311,300,000	\$ -	\$ -	\$ 53,900,000	\$ 8,260,000		
59	TOTAL TBR - ADDITIONAL DISCLOSURE PROJECTS	\$ 284,910,000	\$ 181,338,000	\$ 25,350,000	\$ 1,500,000	\$ 13,862,000	\$ 62,860,000		
67	GRAND TOTAL - ADDITIONAL 2014-15 DISCLOSURE PROJECTS	\$ 658,370,000	\$ 492,638,000	\$ 25,350,000	\$ 1,500,000	\$ 67,762,000	\$ 71,120,000		

REMOVE THE FOLLOWING PROJECTS FROM THE FY 2014-15 DISCLOSURE PROJECTS LIST									
1	UTK	Replacement Residence Hall ¹	TSSBA (housing), Plant Funds (auxiliary, housing)	\$ 127,000,000	\$ 120,000,000	\$ -	\$ -	\$ 7,000,000	\$ -
2	UTK	New Student Housing ²	TSSBA (housing/dining), Plant Funds (auxiliary, housing/dining)	\$ 65,400,000	\$ 58,400,000	\$ -	\$ -	\$ 7,000,000	\$ -

1 - This project is being replaced with the West Campus Redevelopment project of \$234.2 million disclosed above.

2 - This project is being replaced with the New Student Housing project of \$91 million disclosed above.

Agenda Item: II.C.

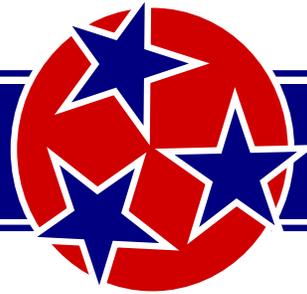
DATE: April 24, 2014

SUBJECT: Overview of THEC Statutory Reports

ACTION RECOMMENDED: Information

BACKGROUND INFORMATION: Staff will provide an overview of the 2013-2014 Tennessee Higher Education *Fact Book*, an annual report on Student Participation, Student Success, and Academic and Fiscal Trends that THEC publishes as a service to the higher education community. New to this year's report is a calculation of six-year graduation rates that include students who graduate from out-of-state institutions, providing a more complete estimate of college completion among Tennesseans.

Staff will also present an overview of the Lottery Scholarship annual report, as well as the Off-campus locations report, and a report on Student fees prepared for the General Assembly. The *Fact Book* and Lottery Scholarship report will be distributed at the work session; a summary of the Lottery Scholarship annual report, the Off-campus locations report, and Student fees report are enclosed.

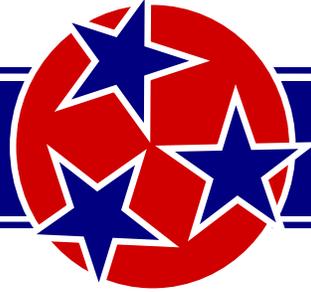


**TENNESSEE EDUCATION LOTTERY
SCHOLARSHIP PROGRAM
ANNUAL REPORT
EXECUTIVE SUMMARY**

Recipient Outcomes Through Fall 2013

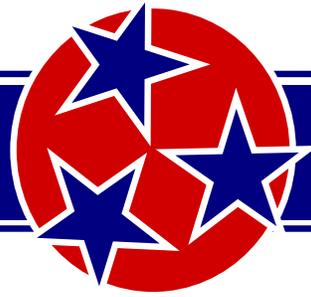
Prepared by the Tennessee Higher Education Commission

TENNESSEE HIGHER EDUCATION COMMISSION



The Tennessee Higher Education Commission (THEC) is the state's coordinating agency for higher education. Guided by the Public Agenda for Tennessee Higher Education, THEC oversees an array of finance, academic, research and consumer protection initiatives that promote student success and support the State's completion agenda for postsecondary education. THEC actively seeks to develop policy recommendations, programmatic initiatives, and partnerships that increase educational attainment in the state while improving higher education access and success for all Tennesseans.

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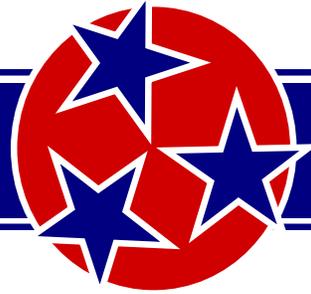
Dr. Gary Nixon, Executive Director, State Board of Education, non-voting ex-officio

Mr. A C Wharton, **Secretary**, Memphis, 9th Congressional District

Mr. Justin P. Wilson, State Comptroller

Mr. Keith Wilson, 1st Congressional District

OVERVIEW OF REPORT



This report is prepared pursuant to T.C.A. §49-4-903(b), which directs the Tennessee Higher Education Commission (THEC) to:

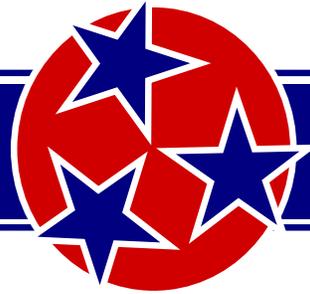
“...provide assistance to the general assembly and to the Tennessee Student Assistance Corporation (TSAC) by researching and analyzing data concerning the scholarship and grant programs created under this part, including, but not limited to, student success and scholarship renewal.”

The Tennessee Education Lottery Scholarship (TELS) program was designed to meet the unique needs of the State of Tennessee, while also incorporating the hallmark elements of existing merit-based aid programs in other states. Developed through a process involving elected officials and members of the academic community, the TELS program aims to address the following broad public policy objectives:

- x Improve academic achievement in high school through scholarship incentive (GAMS, HOPE, ASPIRE);
- x Provide financial assistance as a means of promoting access to higher education (ASPIRE, Access);
- x Retain the state’s “best and brightest” students in Tennessee colleges and universities (GAMS); and
- x Enhance and promote economic and community development through workforce training (Wilder-Naifeh).

The Tennessee Education Lottery began operations on January 20, 2004. Lottery proceeds fund scholarships for Tennessee students attending eligible public or private institutions across the state. Initial qualification and renewal criteria for the program were set in 2003. The legislature adjusted the qualification criteria in 2005 and the renewal criteria in 2008. Additionally, the legislature added a Non-Traditional Student Grant and Dual Enrollment Grant in 2005, and several smaller provisions in 2006 and 2008. Lottery scholarship coverage for summer school enrollments of six credit hours or more began in summer 2012 for students who first received the scholarship in fall 2009 or after. The STEP UP program was created in 2013 for students with intellectual disabilities.

Executive Summary



Program Overview

Since the Tennessee Education Lottery Scholarship (TELS) program began operation in 2004-05, the program costs and the number of students served have more than doubled from over 40,000 students and \$93 million in 2004-05 to over 100,000 students and over \$311 million in 2012-13 (**Table 4**).

- x In addition to growth in the number of students receiving scholarships and dollars spent, the program has also undergone numerous changes due to legislation (**Table 2**).
- x At its peak in 2006-07, the maximum HOPE award covered 78 percent of average tuition and fees at a public 4-year institution, and 77 percent at a public 2-year institution. In 2013-14, the maximum HOPE award, excluding summer, covered 51 percent of the average tuition and fees at public four-year institutions, and 53 percent at two-year institutions (**Table 5 & Figure 2**).
- x Since 2004, the percentage of new freshmen on TELS has increased at public universities and community colleges, possibly indicating better academic preparation and performance by high school seniors during the TELS era (**Table 9 & Figure 5**).
- x Since 2008, the proportion of TELS first-time freshmen that qualified for the base HOPE award has declined from a high of 68 percent to a low of 61 percent in 2012. The proportion qualifying for ASPIRE, the need-based supplement, increased during this same time, from 24 percent to 31 percent (**Table 8 & Figure 4**). To qualify for the ASPIRE supplemental award, a student must have an adjusted gross income of \$36,000 or less. This shift was likely related to the economic recession, which is showing some signs of recovery. In 2013, the proportion qualifying for the HOPE award increased to 64 percent, and ASPIRE decreased to 29 percent.

Recipient Demographics

- x Since 2004, there has been a shift in the family income profile of TELS first-time freshmen. While the proportion of scholarship recipients with a family adjusted gross income (AGI) below \$36,000 was nearly the same in 2013 as it was in 2004, the proportion with a family AGI above \$96,000 has increased by 8 percentage points over this time period (**Table 12**).

- x After adjusting for inflation, median AGI has decreased for recipients of all core award types except GAMS, indicating the need to revisit the \$36,000 AGI cut-off point for ASPIRE recipients.
- x The median family AGI of TELS first-time freshmen has declined for African Americans between 2004 and 2013, and the difference between the highest (Caucasian) and lowest (African American) median family AGI by ethnicity has increased over the same period (Table 14 & Figure 8).
- x Less than four percent of TELS first-time freshmen were enrolled part-time in fall 2013 (Table 19).
- x The proportion of African American TELS first-time freshmen eligible for a Pell grant has increased from 59 percent in fall 2004 to 74 percent in fall 2013, compared to an increase from 27 percent to 39 percent for Caucasian students over this same time period (Table 20).
- x Sixty-five percent of Caucasian TELS first-time freshmen qualify for a HOPE or ASPIRE award by meeting both eligibility criteria (3.0 high school GPA, 21 ACT), compared to 36 percent for African American first-time freshmen (Figure 10). As shown in Section 3: Scholarship Renewal, students that meet both eligibility criteria have renewal rates higher than students that meet only one eligibility criterion.

Comment [u1]: Not seeing this to be the case any longer

Comment [u2]:

Scholarship Renewal

- x Fifty-five percent of 2012 TELS first-time freshmen retained their scholarship in the fall of 2013 (Table 24 & Figure 11).
- x Beginning in 2004, the UT system's one year renewal rate increased 14 percentage points, from 55 percent to 69 percent in 2011. This increase coincided with an increase in freshmen ACT composite scores over this same time period. However, UT's renewal rates have decreased over the past year to 62 percent in 2012. TBR universities, community colleges, and private institutions have seen slight increases or maintained renewal rates over time (Figure 11).
- x There is a positive relationship between students' AGI and one year renewal rates, indicating that students with higher AGIs tend to have higher renewal rates (Table 27).

Comment [u3]: Note that the UT systems lines were a little confused from last year. Actually a bigger increase than what was stated last year.

- x In fall 2013, 63 percent of fall 2012 HOPE and ASPIRE first-time freshmen that met both eligibility criteria (ACT & GPA) renewed their award for their sophomore year, compared to 43 percent that qualified on GPA alone, and 22 percent that qualified on ACT alone (Table 28 & Figure 13).
- x Scholarship renewal rates are 15 percentage points higher for entering freshmen recipients who do not need remedial or developmental coursework (Table 29).
- x Scholarship renewal rates for HOPE and ASPIRE recipients have gradually increased since inception of the program, followed by a slight downturn since 2010. ACCESS recipients have the lowest renewal rates, which have decreased over time: 15 percent renewal in 2012, down from 23 percent in 2004 (Figure 12).

Comment [u4]: Wrong Table and Figure referenced last year

Retention

Fifty-nine percent of fall 2012 TELS first-time freshmen that lost their award returned to college for their sophomore year (Table 35 & Figure 14).

- x The percent of TELS first-time freshmen that lost their award and returned to college for their sophomore year has decreased for the fall 2012 FTF cohort, compared to the fall 2004 FTF cohort, for all scholarship programs (Table 36 & Figure 15).
- x In 2012, 67 percent of African American TELS first-time freshmen returned for their sophomore year after losing their TELS scholarship compared with 58 percent of Caucasian 2012 TELS FTF (Table 38).
- x Non-renewing students with a family adjusted gross income between \$24,000 and \$72,000 tend to return to college the following fall at about the same rate, regardless of their family income (Table 39).
- x In contrast to previous years, non-renewing students who initially qualified with both a GPA and ACT score, returned to college at a higher rate than students who qualified based on ACT or GPA alone. (Table 40 & Figure 16).

Comment [u5]: Now only true for Access scholarships

Comment [u6]: Not true this year for families \$12,000 or less.

Five Year Graduation Rates

In 2008, 34 percent of TELS first-time freshmen graduated in 5 years with scholarships intact (Table 41 & Figure 17).

- x By system, 36.3 percent of the TELS first-time freshmen in 2008 graduated in 5 years with the scholarships intact at private institutions, compared to 42.1 percent at UT campuses, 32.3 percent at TBR universities, and 26 percent at community colleges (**Table 41 & Figure 17**).
- x GAMS students' graduation rate (70 percent) with the scholarship intact is double the intact graduation rates of other scholarship programs for the fall 2008 first-time freshmen cohort (**Table 42 & Figure 18**).
- x Almost 39 percent of female TELS first-time freshmen in 2008 graduated in 5-years with the scholarship intact compared to 28.7 percent for male TELS first-time freshmen in this cohort (**Table 43**).
- x Thirty-six percent of 2008 Caucasian TELS first-time freshmen graduated in 5-years with the scholarship intact compared to 18.9 percent for African American TELS first-time freshmen (**Table 44**).
- x In 2008, HOPE and ASPIRE first-time freshmen that met both eligibility criteria have a graduation rate that is nearly twice as high as TELS first-time freshmen that qualified based on their GPA or ACT score alone (**Table 45 & Figure 19**).
- x Further disaggregation of ACT and high school GPA data indicate that although postsecondary success is influenced by a variety of factors, students with strong high school GPAs and average to below average ACT scores tend to have higher college graduation rates than students with strong ACT scores and average to below-average grades.

Six Year Graduation Rates

The 6-year graduation rate for 2007 TELS first-time freshmen, regardless of whether they kept scholarships intact, was 57.1 percent, down from 58.5 percent for the 2006 TELS FTF cohort (**Table 51**).

- x Almost 79 percent of 2007 TELS first-time freshmen that qualified for a GAMS scholarship graduated within 6-years with or without the scholarship intact, compared with 60 percent of HOPE recipients, 46.4 percent of ASPIRE recipients, and 27.1 percent of ACCESS recipients (**Table 52 & Figure 21**).

- x For the fall 2007 TELS first-time freshmen cohort, Caucasian students (59.2 percent) had a higher 6-year graduation rate than African American students (47.7 percent) by eleven percentage points (**Table 54**).
- x 2007 HOPE and ASPIRE first-time freshmen's 6-year graduation rate (with or without the scholarship intact) for students that met both eligibility criteria (66 percent) was higher than for students that met the GPA only requirement (50 percent) and students that met only the ACT criteria (32 percent) (**Figure 22**).

Comment [u7]: This year the gap widened again. Still smaller than 2004 but only by one percentage point.

Scholarship Renewal and College Retention Rates

Fall to fall cohort scholarship renewal and college retention rates have remained fairly stable across all cohorts (**Table 55**).

- x Regardless of whether or not TELS first-time freshmen retained their TELS scholarship after their freshmen year, 79 percent returned for their sophomore year of college. Seventy percent of the original freshmen cohort returned for their junior year, and almost two-thirds (64 percent) returned for their senior year (**Table 55**).
- x Graduation rates, with and without the scholarship intact, have remained fairly stable across all cohorts (**Table 55**).
- x About 23 percent of first-time freshmen TELS recipients from the 2009 cohort graduated within 4 years with or without the scholarship intact (**Table 55**). This is a decrease from 29 percent of the 2008 cohort.
- x Almost half of 2008 TELS first-time freshmen graduated within 5 years, but only 34 percent did so with the scholarship intact (**Table 55 & Figure 23**).
- x For the 2007 TELS first-time freshmen cohort, there is a positive relationship between students' Adjusted Gross Income (AGI) and their longitudinal renewal and graduation rates, as students with higher AGIs have higher renewal and graduation rates (**Table 57**).



**Tennessee Higher
Education Commission**

**Off-Campus
Locations Report
2012-13 Academic Year**

March 15, 2014



Tennessee Higher Education Commission

2013 – 2014 COMMISSION MEMBERS

Mr. Cato Johnson, Chair, Bartlett, 7th Congressional District
Mr. Jon Kinsey, Vice-Chair, Chattanooga, 3rd Congressional District
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Mr. Tre Hargett, Secretary of State

Mr. Justin P. Wilson, State Comptroller

Mr. David H. Lillard, Jr., State Treasurer

Mr. Keith Wilson, Kingsport, 1st Congressional District

Mr. Greg Isaacs, Knoxville, 2nd Congressional District

Ms. Pam Koban, Nashville, 5th Congressional District

Mr. Charles W. Bone, Hendersonville, 6th Congressional District

Ms. Sharon L. Hayes, Brownsville, 8th Congressional District

Dr. Gary Nixon, non-voting ex-officio, Executive Director,
State Board of Education

Mr. Adam Jarvis, voting, East Tennessee State University

Mr. Robert Fisher, non-voting, University of Tennessee, Chattanooga



EXECUTIVE SUMMARY

- ☒ In fall 2013, all public two- and four-year institutions (with the exception of the University of Tennessee Health Science Center, Veterinary College and Space Institute) and 14 of the 27 Tennessee Colleges of Applied Technology (TCATs) offered for-credit courses at off-campus locations (**Tables 2, 3**). Community colleges account for more than 62 percent of the total number of off-campus locations, and represent the largest share (37 percent) of the duplicated off-campus headcount (**Table 5**).
- ☒ The number of off-campus locations in Tennessee has decreased by 16.1 percent (87 locations) since fall 2010; the greatest decline is observed for teaching sites (**Figure 2**). Tennessee Technological University has decreased from 50 sites to 12, due to single-credit courses no longer being offered at multiple off-campus locations.
- ☒ Total enrollment at universities and community colleges has decreased by 2.3 percent since fall 2012.¹ To a lesser extent, the same is true for off-campus locations: total off-campus duplicated headcount decreased from 54,804 to 54,350 students, a change of 0.8 percent (**Table 5**).
- ☒ Enrollment growth and decline differs by sector. Specifically, 1,057 *fewer* university students and 1,044 *additional* community college students enrolled in for-credit courses at off-campus locations in fall 2013, as compared to fall 2012. The proportion of off-campus participation at TCATs was 12 percent (**Table 5**).
- ☒ TCATs have experienced a 13 percentage point decrease in the use of off-campus sites since 2012, offering courses at 47 locations in fall 2013 (**Figure 1**). The total off-campus duplicated headcount at TCATs dropped 11 percent. Increasing by 2.7 percent, community colleges showed the only increase in off-campus duplicated headcount (**Table 5**).
- ☒ The institutions with the largest portions of their student population at off-campus locations include Roane State Community College (65.4 percent), Motlow State Community College (65.2 percent), Tennessee College of Applied Technology - Pulaski (59.6 percent), Dyersburg State Community College (52.3 percent), Tennessee College of Applied Technology - Chattanooga (52.1 percent), and Walters State Community College (50.6 percent). (**Table 1**).

¹ Source: Tennessee Higher Education Fact Book, 2014

OFF-CAMPUS LOCATIONS REPORT

Off-campus locations play a large role in higher education throughout Tennessee. They meet the needs of Tennesseans who cannot take advantage of services provided on main campus locations, and they make higher education accessible to a greater number of students. It is the responsibility of the Tennessee Higher Education Commission to review and approve any new off-campus locations. The specific charge in T.C.A. § 49-7-202(c)(9) states that the Commission shall:

Review and approve or disapprove any proposals by an existing higher education institution to establish a physical presence at any location other than its main campus, or to extend an existing location that will be utilized for existing administrative purposes or to offer courses for which academic credit is offered... The Commission shall develop policies and procedures governing this process outlined in this subdivision. This subdivision (c)(9) shall apply to state colleges of applied technology.

It is first important to differentiate between an off-campus *center* and an off-campus *site*. An off-campus *center* must meet the following criteria:²

1. There is a continuing administrative presence, as evidenced by at least one full-time or part-time administrator housed on location, but with the institution's executive personnel housed on another campus;
2. Courses are offered every semester and there is at least one academic program fully available on location; and
3. The physical facility must be either (1) owned by the institution, (2) leased by the institution, (3) owned by another public institution of higher education, or (4) provided at no cost to the institution.

An off-campus *site* or *teaching site* is not required to meet any of the above criteria, and is a physical space often used for *credit enrollment only*. Typical offerings at off-campus sites include dual enrollment courses, workforce training opportunities, and/or other short-term, specific instructional needs.

² Definitions of off-campus *centers*, *sites*, and *teaching sites* pursuant to THEC academic policy #1.4.20. A complete listing of THEC's academic policies related to off-campus instruction is available at: http://tn.gov/thecc/Divisions/PPR/policy/off_campus.

Locations

Students taking credit-bearing courses enrolled at 42 off-campus *centers* and 410 *sites* in fall 2013 (**Figure 1**). The total number of sites and centers enrolling at least one student in a credit-bearing course fell by 11.7 percent, from 512 in fall 2012 to 452 in fall 2013 (**Figure 2**). Tennessee Board of Regents (TBR) community colleges experienced an increase of 3.7 percent (10 off-campus locations) since fall 2012, while all other institution types experienced an overall decline in the number of off-campus locations (**Table 4**). Tennessee Colleges of Applied Technology (TCATs) decreased the number of off-campus locations to 47 (**Figure 1**), and total number of university locations decreased by 34 percent, from 186 to 123 (**Table 4**).

Headcount Enrollment

Duplicated headcount enrollment is reported because student participation at an off-campus location also requires that they be enrolled at the main campus. In fall 2013, off-campus locations served 54,350 students, representing 19.5 percent of student enrollment in public higher education for the semester (**Table 5**). Thirty-seven percent of community college students were enrolled in courses at an off-campus location. TCATs, TBR universities, and UT universities enrolled 12.3 percent, 10.5 percent, and 2.9 percent of their students at off-campus locations, respectively (**Table 5**). The total off-campus duplicated headcount across all sectors fell by 0.8 percent since fall 2012 (**Table 5**).

Full-Time Equivalent (FTE) Enrollment

Not all institution types employ the same method to calculate full-time equivalent (FTE) enrollment. Community colleges and universities divide the total number of undergraduate credit hours by all students enrolled in a given semester by 12, the minimum number of credit hours necessary to be considered full-time. Similarly, TCATs sum the total number of contact hours, and divide by 900.

Off-campus locations constituted 13.2 percent of overall for-credit FTE enrollment in fall 2013 (**Table 6**). Off-campus enrollees were less likely to be full-time students, as indicated by the difference in their proportion of FTE enrollment (13.2 percent) and total enrollment (19.5 percent) (**Tables 5,6**). Of note, more students enrolled full-time at community college off-campus locations than at those of any other institution type, with over 31 percent of total full-time equivalent enrollment occurring off-campus (**Table 6**).

Notable Institutions

The proportion of institutions' total duplicated headcount enrolled at off-campus locations ranged from 0.6 percent at the University of Tennessee, Knoxville, to 65.4 percent at Roane State Community College (**Table 2**). Six institutions enrolled more than 50 percent of their total duplicated headcount at off-campus locations: Roane State Community College (65.4 percent), Motlow State Community College (65.2 percent), Tennessee College of Applied Technology - Pulaski (59.6 percent), Dyersburg State Community College (52.3 percent), Tennessee College of Applied Technology - Chattanooga (52.1 percent), and Walters State Community College (50.6 percent). These institutions have historically enrolled a high percentage of students at off-campus locations (**Table 1**). These high rates of off-campus enrollment may be attributed to industry partnerships, location-specific courses, and classes that are more amenable to adult students' schedules.

Most public universities and community colleges had off-campus locations during fall 2013 (**Table 2**). Additionally, 14 of the 27 TCATs enrolled students at off-campus locations during this term (**Table 3**). Among universities, the University of Memphis and East Tennessee State University had 24 and 32 off-campus locations, respectively. Tennessee Technological University had the largest drop in off-campus locations, from 50 to 12. University of Tennessee, Martin led the UT system in off-campus locations with 15. Among community colleges, Roane State and Volunteer State Community Colleges operated the largest number of off-campus locations in fall 2013, with 41 and 34 locations, respectively (**Table 2**).

Summary

Off-campus locations continue to serve an integral purpose in Tennessee's higher education system. They provide opportunities for dual enrollment courses, offer courses that cannot be pragmatically delivered on a traditional campus, and broaden the geographic presence of higher education. Off-campus locations also offer schedules and industry-specific learning environments that attract returning students seeking to begin or advance their careers, making postsecondary education and training more accessible for all Tennesseans.

Figure 1. Off-Campus Locations Enrolling For-Credit Students by System, Fall 2013

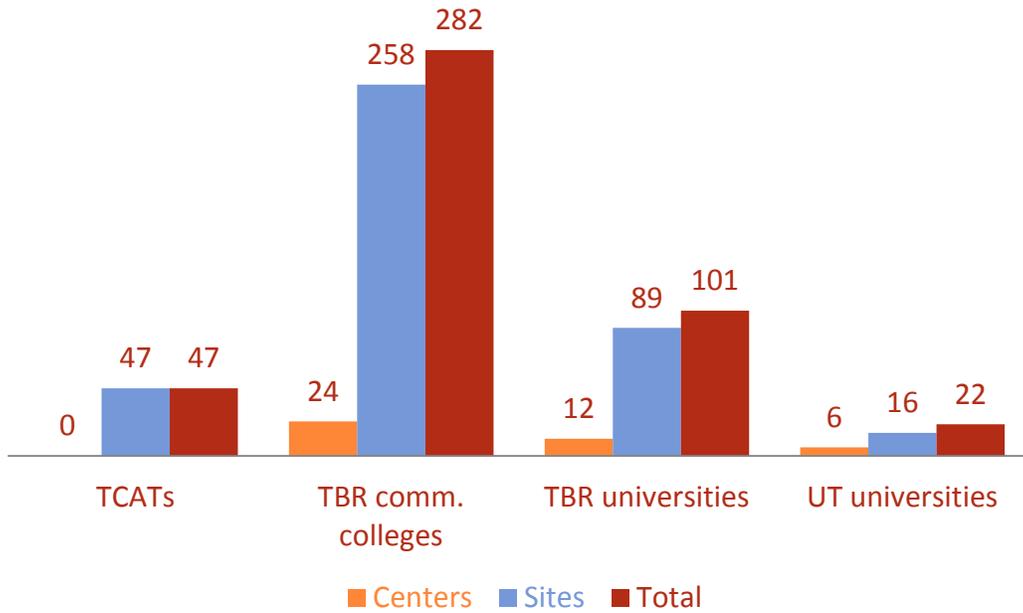
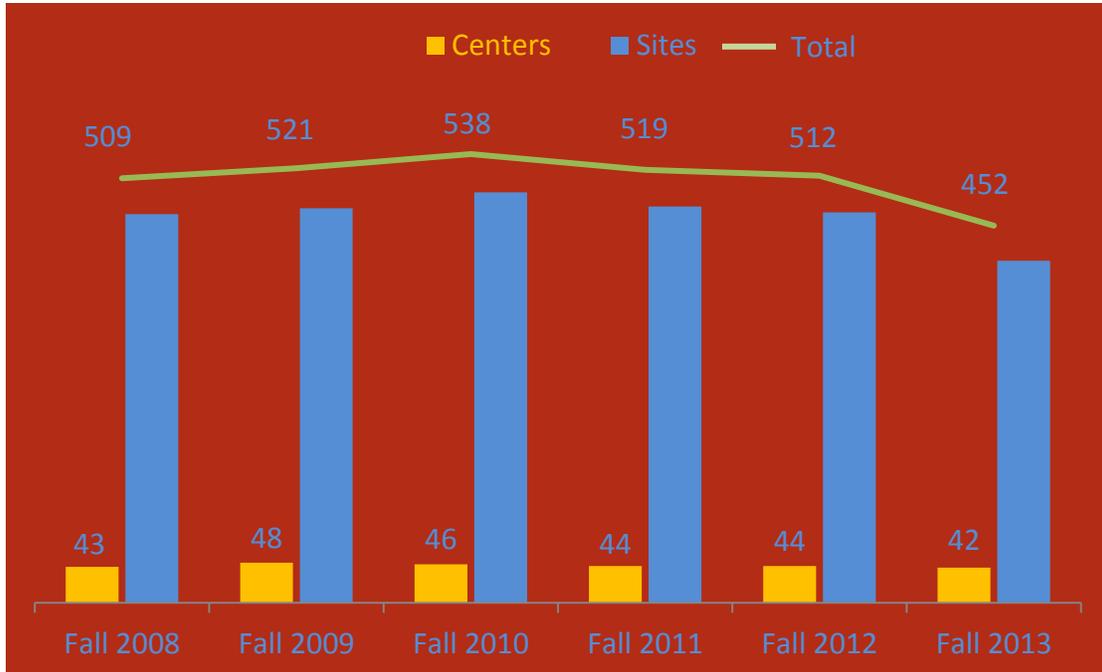


Figure 2. Number of Off-Campus Locations by Type, Fall 2008 – Fall 2013



**Table 1. Institutions with the Greatest Percentage of Off-Campus (OC)
Headcount (HC), Fall 2010 – Fall 2013**

Institution	Fall 2013 Centers	Fall 2013 Sites	Fall 2013 OC HC % of Total	Fall 2012 OC HC % of Total	Fall 2011 OC HC % of Total	Fall 2010 OC HC % of Total
RSCC	4	37	65.4%	65.1%	65.4%	65.3%
MSCC	2	18	65.2%	62.1%	62.7%	62.3%
TCAT-Pulaski	0	9	59.6%	45.0%	41.3%	40.6%
DSCC	2	12	52.3%	51.4%	49.1%	48.2%
TCAT-Chatt	0	8	52.1%	55.1%	59.5%	61.8%
WSCC	3	12	50.6%	48.5%	50.9%	51.4%

Table 2. Public University and Community College Off-Campus Locations, Duplicated Headcount (HC) and FTE by Institution, Fall 2013

Institutions	Locations			Duplicated Headcount								Duplicated Full-Time Equivalent								
	Centers	Sites	Total HC	Main Campus HC	Percent of Total	Centers HC	Percent of Total	Sites HC	Percent of Total	Off-Campus Total HC	Percent of Total	Total FTE	Main Campus FTE	Percent of Total	Centers FTE	Percent of Total	Sites FTE	Percent of Total	Off-Campus Total FTE	Percent of Total
APSU	2	8	10,892	9,006	82.7%	1758	16.1%	110	1.0%	1,868	17.2%	13,850	12,188	88.0%	1,593	11.5%	51	0.4%	1,644	11.9%
ETSU	3	21	15,798	14,227	90.1%	1021	6.5%	494	3.1%	1,515	9.6%	20,884	19,913	95.4%	719	3.4%	228	1.1%	947	4.5%
MTSU	2	17	24,201	23,886	98.7%	29	0.1%	271	1.1%	300	1.2%	32,212	32,008	99.4%	15	0.0%	179	0.6%	194	0.6%
TSU	3	1	10,896	7,769	71.3%	3098	28.4%	12	0.1%	3,110	28.5%	11,375	9,418	82.8%	1,945	17.1%	4	0.0%	1,949	17.1%
TTU	0	12	11,370	10,865	95.6%	0	0%	505	4.4%	505	4.4%	16,126	15,509	96.2%	0	0%	617	3.8%	617	3.8%
UOM	2	30	23,024	20,269	88.0%	6	0.0%	2,737	11.9%	2,743	11.9%	26,899	25,358	94.3%	3	0.0%	1,533	5.7%	1,536	5.7%
TBR Univ.	12	89	96,181	86,022	89.4%	5,912	6.1%	4,129	4.3%	10,041	10.4%	121,346	114,393	94.3%	4,275	3.5%	2,611	2.2%	6,887	5.7%
UTC	0	5	11,740	11,578	98.6%	0	0%	162	1.4%	162	1.4%	16,715	16,486	98.6%	0	0.0%	229	1.4%	229	1.4%
UTK	2	0	26,912	26,756	99.4%	156	0.6%	0	0%	156	0.6%	38,420	38,254	99.6%	166	0.4%	0	0%	166	0.4%
UTM	4	11	7,624	6,507	85.3%	760	10.0%	357	4.7%	1,117	14.7%	10,859	9,878	91.0%	842	7.8%	139	1.3%	980	9.0%
UTHSC	0	0	2,857	2,857	100%	0	0%	0	0%	0	0%	5,496	5,496	100%	0	0%	0	0.0%	0	0%
UT Univ.	6	16	49,133	47,698	97.1%	916	1.9%	519	1.1%	1,435	2.9%	71,489	70,114	98.1%	1,008	1.4%	368	0.5%	1,376	1.9%
Univ. Total	18	105	145,314	133,720	92.0%	6,828	4.7%	4,648	3.2%	11,476	7.9%	192,836	184,507	95.7%	5,284	2.7%	2,979	1.5%	8,263	4.3%
CHSCC	1	25	11,024	9,010	81.7%	397	3.6%	1,598	14.5%	1,995	18.1%	10,646	9,342	87.8%	236	2.5%	1,051	11.3%	1,287	13.8%
CLSCC	0	14	4,265	3,005	70.5%	0	0%	1,260	29.5%	1,260	29.5%	4,145	3,441	83.0%	0	0%	704	20.5%	704	20.5%
COSCC	2	16	6,194	3,265	52.7%	2,010	32.5%	919	14.8%	2,929	47.3%	5,587	3,237	57.9%	1,750	54.0%	600	18.5%	2,350	72.6%
DSCC	2	12	3,620	1,727	47.7%	1,201	33.2%	692	19.1%	1,893	52.3%	3,197	1,803	56.4%	1,060	58.8%	334	18.5%	1,395	77.4%
JSCC	3	26	5,154	3,432	66.6%	858	16.6%	864	16.8%	1,722	33.4%	4,537	3,527	77.7%	654	18.5%	356	10.1%	1,010	28.6%
MSCC	2	18	5,716	1,988	34.8%	1,167	20.4%	2,561	44.8%	3,728	65.2%	4,973	1,872	37.6%	1,063	56.8%	2,037	108.9%	3,101	165.7%
NASCC	3	16	11,489	7,509	65.4%	1,693	14.7%	2,287	19.9%	3,980	34.6%	9,660	6,594	68.3%	1,654	25.1%	1,412	21.4%	3,066	46.5%
NESCC	0	20	7,010	4,145	59.1%	0	0%	2,865	40.9%	2,865	40.9%	6,520	4,367	67.0%	0	0%	2,153	49.3%	2,153	49.3%
PSCC	1	20	12,210	7,701	63.1%	1,186	9.7%	3,302	27.0%	4,488	36.8%	11,631	7,851	67.5%	1,068	13.6%	2,709	34.5%	3,777	48.1%
RSCC	4	37	8,066	2,788	34.6%	3,136	38.9%	2,142	26.6%	5,278	65.4%	6,607	2,360	35.7%	2,771	117.4%	1,476	62.6%	4,248	180.0%
STCC	1	10	14,321	11,528	80.5%	1,638	11.4%	1,127	7.9%	2,765	19.3%	11,335	9,516	83.9%	1,179	12.4%	631	6.6%	1,810	19.0%
VSCC	2	32	9,088	6,280	69.1%	969	10.7%	1,839	20.2%	2,808	30.9%	8,308	6,477	78.0%	632	9.8%	1,200	18.5%	1,831	28.3%
WSCC	3	12	7,372	3,645	49.4%	2,807	38.1%	920	12.5%	3,727	50.6%	6,839	3,840	56.2%	2,539	66.1%	459	12.0%	2,999	78.1%
CC Total	24	258	105,529	66,023	62.6%	17,062	16.2%	22,376	21.2%	39,438	37.4%	93,986	64,227	68.3%	14,607	15.5%	15,124	16.1%	29,730	31.6%
Grand Total	42	363	250,843	199,743	79.6%	23,890	9.5%	27,024	10.8%	50,914	20.3%	286,821	248,733	86.7%	19,890	6.9%	18,103	6.3%	37,993	13.2%

Table 3. TCAT Off-Campus Locations, Duplicated Headcount (HC) and FTE by Institution, Fall 2013

Institutions	Locations			Duplicated Headcount								Duplicated Full-Time Equivalent								
	Centers	Sites	Total HC	Main Campus HC	Percent of Total	Centers HC	Percent of Total	Sites HC	Percent of Total	Off-Campus Total HC	Percent of Total	Total FTE	Main Campus FTE	Percent of Total	Centers FTE	Percent of Total	Sites FTE	Percent of Total	Off-Campus Total FTE	Percent of Total
Athens	0	0	493	493	100%	0	0%	0	0%	0	0%	233	233	100%	0	0%	0	0%	0	0%
Chattanooga	0	8	2,076	994	47.9%	0	0%	1,082	52.1%	1,082	52.1%	1,046	628	60.0%	0	0%	418	40.0%	418	40.0%
Covington	0	0	375	375	100%	0	0%	0	0%	0	0%	182	182	100%	0	0%	0	0%	0	0%
Crossville	0	0	729	729	100%	0	0%	0	0%	0	0%	317	317	100%	0	0%	0	0%	0	0%
Crump	0	0	384	384	100%	0	0%	0	0%	0	0%	240	240	100%	0	0%	0	0%	0	0%
Dickson	0	7	915	520	56.8%	0	0%	395	43.2%	395	43.2%	532	310	58.3%	0	0%	222	41.7%	222	41.7%
Elizabethton	0	4	1,025	834	81.4%	0	0%	191	18.6%	191	18.6%	567	475	83.8%	0	0%	92	16.2%	92	16.2%
Harriman	0	0	523	523	100%	0	0%	0	0%	0	0%	270	270	100%	0	0%	0	0%	0	0%
Hartsville	0	0	913	913	100%	0	0%	0	0%	0	0%	401	401	100%	0	0%	0	0%	0	0%
Hohenwald	0	3	681	588	86.3%	0	0%	93	13.7%	93	13.7%	385	332	86.2%	0	0%	53	13.8%	53	13.8%
Jacksboro	0	0	344	344	100%	0	0%	0	0%	0	0%	205	205	100.0%	0	0%	0	0%	0	0%
Jackson	0	5	1,386	1,033	74.5%	0	0%	353	25.5%	353	25.5%	523	277	53.0%	0	0%	246	47.0%	246	47.0%
Knoxville	0	0	1,458	1,458	100%	0	0%	0	0%	0	0%	641	641	100%	0	0%	0	0%	0	0%
Livingston	0	0	1,695	1,695	100%	0	0%	0	0%	0	0%	407	407	100%	0	0%	0	0%	0	0%
McKenzie	0	1	341	286	84%	0	0%	55	16.1%	55	16.1%	263	220	83.7%	0	0%	43	16.3%	43	16.3%
McMinnville	0	0	591	591	100%	0	0%	0	0%	0	0%	231	231	100%	0	0%	0	0%	0	0%
Memphis	0	1	1,538	1,172	76.2%	0	0%	366	23.8%	366	23.8%	867	613	70.7%	0	0%	254	29.3%	254	29.3%
Morristown	0	1	1,102	1,033	94%	0	0%	69	6.3%	69	6.3%	548	507	92.5%	0	0%	41	7.5%	41	7.5%
Murfreesboro	0	0	5,900	5,900	100%	0	0%	0	0%	0	0%	507	507	100%	0	0%	0	0%	0	0%
Nashville	0	0	1,568	1,568	100%	0	0%	0	0%	0	0%	794	794	100%	0	0%	0	0%	0	0%
Newbern	0	0	489	489	100%	0	0%	0	0%	0	0%	357	357	100%	0	0%	0	0%	0	0%
Oneida	0	1	503	487	96.8%	0	0%	16	3.2%	16	3.2%	219	208	95%	0	0%	11	5.0%	11	5.0%
Paris	0	2	590	520	88.1%	0	0%	70	11.9%	70	11.9%	352	303	86.1%	0	0%	49	13.9%	49	13.9%
Pulaski	0	9	1,277	515	40.3%	0	0%	761	59.6%	761	59.6%	337	161	47.8%	0	0%	176	52.2%	176	52.2%
Ripley	0	1	540	477	88.3%	0	0%	63	11.7%	63	11.7%	166	115	69.3%	0	0%	51	30.7%	51	30.7%
Shelbyville	0	2	983	887	90.2%	0	0%	96	9.8%	96	9.8%	509	451	88.6%	0	0%	58	11.4%	58	11.4%
Whiteville	0	2	532	517	97.2%	0	0%	15	2.8%	15	2.8%	158	146	92.4%	0	0%	12	7.6%	12	7.6%
Grand Total	0	47	28,951	25,325	87.5%	0	0%	3,625	12.5%	3,625	12.5%	11,257	9,531	84.7%	0	0%	1,726	15.3%	1,726	15.3%

Table 4. Off-Campus Locations by System, Fall 2007 – Fall 2013

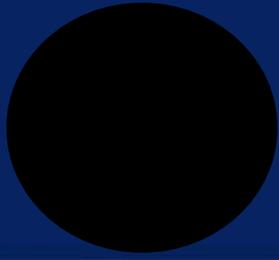
Year	Off-Campus Locations	Institutions				Total
		TCAT	TBR CC	TBR Univ.	UT	
2007	Centers	0	21	14	9	44
	Teaching Sites	64	203	140	62	469
	Total Off-Campus Locations	64	224	154	71	513
	% OC of Total Locations	12.5%	43.7%	30.0%	13.8%	-
	% Change from Prior Year	56.1%	-0.9%	9.2%	18.3%	9.6%
2008	Centers	0	23	11	9	43
	Teaching Sites	35	213	158	60	466
	Total Off-Campus Locations	35	236	169	69	509
	% OC of Total Locations	6.9%	46.4%	33.2%	13.6%	-
	% Change from Prior Year	-45.3%	5.4%	9.7%	-2.8%	-0.8%
2009	Centers	0	24	15	9	48
	Teaching Sites	37	224	161	51	473
	Total Off-Campus Locations	37	248	176	60	521
	% OC of Total Locations	7.1%	47.6%	33.8%	11.5%	-
	% Change from Prior Year	5.7%	5.1%	4.1%	-13.0%	2.4%
2010	Centers	0	24	15	7	46
	Teaching Sites	44	251	154	43	492
	Total Off-Campus Locations	44	275	169	50	538
	% OC of Total Locations	8.2%	51.1%	31.4%	9.3%	-
	% Change from Prior Year	18.9%	10.9%	-4.0%	-16.7%	3.3%
2011	Centers	0	23	16	5	44
	Teaching Sites	52	255	146	22	475
	Total Off-Campus Locations	52	278	162	27	519
	% OC of Total Locations	10.0%	53.6%	31.2%	5.2%	-
	% Change from Prior Year	18.2%	1.1%	-4.1%	-46.0%	-3.5%
2012	Centers	0	24	13	7	44
	Teaching Sites	54	248	145	21	468
	Total Off-Campus Locations	54	272	158	28	512
	% OC of Total Locations	10.5%	53.1%	30.9%	5.5%	-
	% Change from Prior Year	3.8%	-2.2%	-2.5%	3.7%	-1.3%
2013	Centers	0	24	12	6	42
	Teaching Sites	46	258	89	16	410
	Total Off-Campus Locations	46	282	101	22	452
	% OC of Total Locations	11.4%	69.6%	24.9%	5.4%	-
	% Change from Prior Year	-14.8%	3.7%	-36.1%	-21.4%	-20.9%

**Table 5. Duplicated Off-Campus Headcount by System,
Fall 2007 – Fall 2013**

Year	Duplicated Headcount	Institutions				Total
		TCAT	TBR CC	TBR Univ.	UT	
2007	Total Headcount	-	88,678	90,802	47,319	226,799
	Main Campus	-	58,527	80,645	45,024	184,196
	Off-Campus	-	30,151	10,157	2,295	42,603
	% OC of Total HC	-	34.0%	11.2%	4.9%	18.8%
	% Change	-	0.8%	0.4%	12.2%	1.3%
2008	Total Headcount	28,357	92,691	89,870	48,318	230,879
	Main Campus	25,926	60,752	81,515	45,983	188,250
	Off-Campus	2,431	31,939	8,355	2,335	42,629
	% OC of Total HC	8.6%	34.5%	9.3%	4.8%	18.5%
	% Change	-	5.9%	-17.7%	1.7%	0.1%
2009	Total Headcount	56,002	108,007	96,589	49,182	253,778
	Main Campus	51,396	71,044	85,434	46,742	203,220
	Off-Campus	4,606	36,963	11,155	2,440	50,558
	% OC of Total HC	8.2%	34.2%	11.5%	5.0%	19.9%
	% Change	89.5%	15.7%	33.5%	4.5%	18.6%
2010	Total Headcount	19,200	116,058	101,403	49,547	267,008
	Main Campus	16,557	76,045	89,458	47,338	212,841
	Off-Campus	2,643	40,013	11,945	2,209	54,167
	% OC of Total HC	13.8%	34.5%	11.8%	4.5%	20.3%
	% Change	-42.6%	8.3%	7.1%	-9.5%	7.1%
2011	Total Headcount	31,501	113,700	102,429	49,477	297,107
	Main Campus	27,538	74,480	90,886	47,888	240,792
	Off-Campus	3,963	39,220	11,543	1,589	56,315
	% OC of Total HC	12.6%	34.5%	11.3%	3.2%	19.0%
	% Change	49.9%	-2.0%	-3.4%	-28.1%	4.0%
2012	Total Headcount	31,366	109,539	99,457	49,201	289,563
	Main Campus	27,399	71,235	88,494	47,631	234,759
	Off-Campus	3,967	38,304	10,963	1,570	54,804
	% OC of Total HC	12.6%	35.0%	11.0%	3.2%	18.9%
	% Change	0.1%	-2.3%	-5.0%	-1.2%	-2.7%
2013	Total Headcount	28,760	105,371	96,063	49,133	279,327
	Main Campus	25,234	66,023	86,022	47,698	224,977
	Off-Campus	3,526	39,348	10,041	1,435	54,350
	% OC of Total HC	12.3%	37.3%	10.5%	2.9%	19.5%
	% Change	-11.1%	2.7%	-8.4%	-8.6%	-0.8%

Table 6. Duplicated Off-Campus FTE by System, Fall 2007 – Fall 2013

Year	FTE Enrollment	Institutions				Total
		TCAT	TBR CC	TBR Univ.	UT	
2007	Total FTE	-	49,320	69,413	42,746	161,479
	Main Campus	-	35,440	65,773	41,730	142,943
	Off-Campus	-	13,880	3,640	1,016	18,536
	% OC of Total FTE	-	28.1%	5.2%	2.4%	11.5%
	% Change	-	0.1%	-0.7%	9.5%	0.4%
2008	Total FTE	9,902	51,449	70,778	43,849	175,978
	Main Campus	8,485	36,635	67,705	42,794	155,619
	Off-Campus	1,417	14,814	3,073	1,054	20,359
	% OC of Total FTE	14.3%	28.8%	4.3%	2.4%	11.6%
	% Change	-	6.7%	-15.6%	3.8%	9.8%
2009	Total FTE	11,116	60,196	74,799	44,620	190,731
	Main Campus	9,568	43,010	70,327	43,524	166,429
	Off-Campus	1,548	17,186	4,472	1,095	24,302
	% OC of Total FTE	13.9%	28.5%	6.0%	2.5%	12.7%
	% Change	9.3%	16.0%	45.5%	3.9%	19.4%
2010	Total FTE	13,522	63,199	77,938	46,725	201,385
	Main Campus	11,292	45,074	73,201	45,702	175,269
	Off-Campus	2,230	18,125	4,737	1,024	26,116
	% OC of Total FTE	16.5%	28.7%	6.1%	2.2%	13.0%
	% Change	44.0%	5.5%	5.9%	-6.6%	7.5%
2011	Total FTE	12,209	61,544	78,440	44,497	196,688
	Main Campus	10,215	44,111	73,840	43,653	171,819
	Off-Campus	1,993	17,432	4,600	844	24,869
	% OC of Total FTE	16.3%	28.3%	5.9%	1.9%	12.6%
	% Change	-10.6%	-3.8%	-2.9%	-17.5%	-4.8%
2012	Total FTE	11,466	58,656	76,837	44,991	191,950
	Main Campus	9,641	41,564	72,303	44,118	167,626
	Off-Campus	1,825	17,092	4,534	873	24,324
	% OC of Total FTE	15.9%	29.1%	5.9%	1.9%	12.7%
	% Change	-8.4%	-2.0%	-1.4%	3.5%	-2.2%
2013	Total FTE	11,258	56,373	74,710	44,892	187,233
	Main Campus	9,530	38,535	70,461	44,041	162,567
	Off-Campus	1,727	17,838	4,249	851	24,665
	% OC of Total FTE	15.3%	31.6%	5.7%	1.9%	13.2%
	% Change	-5.4%	4.4%	-6.3%	-2.6%	1.4%



Tennessee Higher Education Commission

Tennessee Higher Education Fact Book Student Fees Report

2013-2014



March 15, 2014

Tennessee Higher Education Commission

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Tennessee Student Fees Report

Pursuant to [T.C.A. §49-7-211] it is the responsibility of the Tennessee Higher Education Commission to collect and publish student activity fees at each of the state's public higher education institutions. This information will be published as an addendum of the annual Tennessee Higher Education Fact book.

Four community colleges (Jackson State, Nashville State, Pellissippi State, and Walters State) do not collect student activity fees, and have therefore been omitted from this report. Three community colleges (Columbia State, Dyersburg State, and Southwest) collect a *student government fee*, which serves the same purpose as a student fee. These institutions are included in this report.

For each institution, the undergraduate and graduate headcount is provided, along with the amount of student fee revenue attributed to each student level. The **Carryover from the Prior Year** is the amount of unused student fees. The student fee revenue and carryover sum to the **Total Available Resources. Student Activity Fee Expenditure** is the sum of every item listed under the **Actual** column of the **Programmatic Use of Funds Expended**. The **Proposed** column lists how each institution, prior to fiscal year 2012-13, planned on spending student fees. **Unexpended Funds at Year End** represent carryover for the 2013-14 academic year.

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Chattanooga State Community College

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	10,121	\$ 211,100.00
Graduate	-	\$ -
Total Current Year:	10,121	\$ 211,100.00

Carryovers from Prior Year (FY 11-12)	\$ -
Total Available Resources	\$ 211,100.00
Student Activity Fee Expenditures (FY 2012-13)	\$ 211,100.00
Unexpended Funds at Year End (6/30/13)	\$ -

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2012-13
General Programming	\$ 18,000.00	\$ 18,000.00
Activities Programming Board	\$ 17,800.00	\$ 17,800.00
Welcome Activities	\$ 11,100.00	\$ 11,100.00
Student Organization/Leadership Events	\$ 8,500.00	\$ 8,500.00
Diversity Events	\$ 4,480.00	\$ 4,480.00
Communicator - Student Newspaper	\$ 6,500.00	\$ 6,500.00
Cheerleading	\$ 2,800.00	\$ 2,800.00
General Supplies	\$ 18,000.00	\$ 18,000.00
Intramurals	\$ 118,049.00	\$ 118,049.00
Multicultural Services	\$ 5,871.00	\$ 5,871.00
	<u>\$ 211,100.00</u>	<u>\$ 211,100.00</u>

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

Cleveland State Community College

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	3,640	\$ 40,959.82
Graduate	-	\$ -
Total Current Year:	3,640	\$ 40,959.82

Carryovers from Prior Year (FY 11-12)	\$ 9,544.63
Total Available Resources	\$ 50,504.45
Student Activity Fee Expenditures (FY 2012-13)	\$ 33,140.00
Unexpended Funds at Year End (6/30/13)	\$ 17,364.81

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2012-13
Printing	\$ 8,460.00	\$ 9,300.00
Maintenance of grounds	\$ 450.00	\$ -
Office supplies	\$ 56.00	\$ 50.00
Rentals	\$ 270.00	\$ -
Dues and subscriptions	\$ 3,094.00	\$ 3,500.00
Phone Line	\$ 400.00	\$ 400.00
Media Services	\$ 1,175.00	\$ 1,200.00
Catering	\$ 2,190.00	\$ 5,000.00
Professional Services	\$ 3,047.00	\$ 4,250.00
Postage	\$ 54.00	\$ 100.00
Graduation caps and gowns	\$ 3,706.00	\$ 4,000.00
Diplomas	\$ 2,422.00	\$ 2,524.00
Campus events	\$ 5,178.00	\$ 15,000.00
Pool Table	\$ 2,638.00	\$ -
	<u>\$ 33,140.00</u>	<u>\$ 45,324.00</u>

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

Columbia State Community College

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	5,322	\$ 33,249.86
Graduate	-	\$ -
Total Current Year:	5,322	\$ 33,249.86

Carryovers from Prior Year (FY 11-12)	\$ 27,188.06
Total Available Resources	\$ 60,437.92
Student Activity Fee Expenditures (FY 2012-13)	\$ 19,163.94
Unexpended Funds at Year End (6/30/13)	\$ 41,273.98

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2012-13
Student Travel	\$ 3,017.77	\$ 3,000.00
General	\$ 1,223.60	\$ 2,600.00
Student Center (Cable TV)	\$ 1,071.00	\$ 2,600.00
Music Performances	\$ 3,449.18	\$ 6,200.00
Homecoming and Athletic Tailgating Events	\$ 2,335.95	\$ 4,400.00
SGA and Other Student Organizations	\$ 1,403.40	\$ 2,900.00
Social Activities	\$ 6,663.04	\$ 11,300.00
	<u>\$ 19,163.94</u>	<u>\$ 33,000.00</u>

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

** Columbia State collects a student government fee instead of a student activity fee. Expenditures reported here are associated with that fee revenue

Dyersburg State Community College

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	7,017	\$ 21,051.00
Graduate	-	\$ -
Total Current Year:	7,017	\$ 21,051.00

Carryovers from Prior Year (FY 11-12)	\$ 16,435.76
Total Available Resources	\$ 37,486.76
Student Activity Fee Expenditures (FY 2012-13)	\$ 24,334.14
Unexpended Funds at Year End (6/30/13)	\$ 13,152.62

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2012-13
Back to School Programs at DSCC, JNC, GCC	\$ 843.74	\$ 900.00
Fall Fest/Spring Fling at DSCC, JNC, GCC	\$ 3,123.10	\$ 2,600.00
Homecoming	\$ 183.44	\$ 200.00
Recreation, Games, Equipment & Supplies	\$ 1,635.00	\$ 1,600.00
Special Support for Student Organizations/Activates	\$ 100.00	\$ 100.00
Other Support to Campus Activities	\$ 1,064.95	\$ 1,100.00
Miscellaneous	\$ 98.53	\$ 100.00
School Events, Supplies, Decorations	\$ 1,673.31	\$ 1,800.00
Honorariums for speakers	\$ -	\$ 500.00
Printing, Duplicating, Equipment	\$ 456.89	\$ 500.00
Office Supplies	\$ 110.85	\$ 100.00
Travel	\$ 4,731.90	\$ 4,800.00
Scholarships/Benefits	\$ 3,765.50	\$ 5,300.00
Student Organization Awards	\$ 4,484.50	\$ 4,500.00
Special Projects & Activities	\$ 2,062.43	\$ 2,100.00
	<u>\$ 24,334.14</u>	<u>\$ 26,200.00</u>

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

** Dyersburg State collects a student government fee instead of a student activity fee. Expenditures reported here are associated with that fee revenue associated with that fee revenue

Motlow State Community College

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	4,578	\$ 61,132.46
Graduate	<u> -</u>	<u> -</u>
Total Current Year:	4578	\$ 61,132.46

Carryovers from Prior Year (FY 11-12)	\$ 108,743.96
Total Available Resources	\$ 169,876.42
Student Activity Fee Expenditures (FY 2012-13)	\$ 54,458.43
Unexpended Funds at Year End (6/30/13)	\$ 115,417.99

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2012-13
SGA Activities (30308)	\$ 15,423.32	\$ 30,000.00
Student Organization Activities (30309)	\$ 5,135.26	\$ 3,000.00
Fieldtrips (30310)	\$ 24,873.76	\$ 24,000.00
Other (30311)	<u>\$ 9,026.09</u>	<u>\$ 3,000.00</u>
	<u>\$ 54,458.43</u>	<u>\$ 60,000.00</u>

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

Northeast State Community College

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	6,446	\$ 321,771.50
Graduate	_____	\$ -
Total Current Year:	6446	\$ 321,771.50

Carryovers from Prior Year (FY 11-12)	\$ 272,246.01
Total Available Resources	\$ 594,017.51
Student Activity Fee Expenditures (FY 2012-13)	\$ 315,722.50
Unexpended Funds at Year End (6/30/13)	\$ 278,295.01

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2012-13
Cultural Events	\$ 65,123.66	\$ 89,400.00
Student Activities	\$ 112,697.36	\$ 82,464.00
Health Services	\$ 107,938.16	\$ 106,220.00
Commencement	\$ 19,146.52	\$ 40,500.00
Honors Convocation	<u>\$ 10,816.80</u>	<u>\$ 9,000.00</u>
	<u>\$ 315,722.50</u>	<u>\$ 327,584.00</u>

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

Roane State Community College

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	14,229.00	\$ 65,208.78
Graduate	_____	\$ -
Total Current Year:	14,229.00	\$ 65,208.78

Carryovers from Prior Year (FY 11-12)	\$ 34,821.58
Total Available Resources	\$ 100,030.36
Student Activity Fee Expenditures (FY 2012-13)	\$ 71,343.50
Unexpended Funds at Year End (6/30/13)	\$ 28,686.86

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2012-13
Concerts and Lectures	\$ 3,079.00	\$ 3,500.00
Intramurals	\$ 3,775.05	\$ 4,339.00
Dramatics	\$ 4,591.35	\$ 5,469.00
Athletic Student Support	\$ 1,854.60	\$ 3,624.00
Other Student Activities	<u>\$ 58,043.50</u>	<u>\$ 58,510.00</u>
	<u>\$ 71,343.50</u>	<u>\$ 75,442.00</u>

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

Southwest Tennessee Community College

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	17789	\$ 417,340.00
Graduate	_____	\$ _____
Total Current Year:	17789	\$ 417,340.00

Carryovers from Prior Year (FY 11-12)	\$ (37,519.61)
Total Available Resources	\$ 379,820.39
Student Activity Fee Expenditures (FY 2012-13)	\$ 292,685.34
Unexpended Funds at Year End (6/30/13)	\$ 87,135.05

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2012-13
Travel	\$ 28,174.05	\$ 28,174.05
Printing and duplication	\$ 13,154.73	\$ 13,154.73
Communications	\$ 793.28	\$ 793.28
Professional services	\$ 108,323.54	\$ 108,323.54
Supplies	\$ 44,800.19	\$ 44,800.19
Equipment	\$ 5,339.28	\$ 5,339.28
Scholarships, awards and indemnities	\$ 28,608.25	\$ 28,608.25
Rent	\$ 1,718.05	\$ 1,718.05
Late payments	\$ 45.00	\$ 45.00
Repairs	\$ 93.80	\$ 93.80
Other unclassified	\$ 61,635.17	\$ 61,635.17
	<u>\$ 292,685.34</u>	<u>\$ 292,685.34</u>

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

** Southwest collects a student government fee instead of a student activity fee. Expenditures reported here are associated with that fee revenue

Volunteer State Community College

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	18,784	\$ 89,934.41
Graduate	-	\$ -
Total Current Year:	18784	\$ 89,934.41

Carryovers from Prior Year (FY 11-12)	\$ 56,366.76
Total Available Resources	\$ 146,301.17
Student Activity Fee Expenditures (FY 2012-13)	\$ 83,501.23
Unexpended Funds at Year End (6/30/13)	\$ 62,799.94

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2012-13
Student Leadership Retreat	\$ -	\$ 5,000.00
Leadership Academy	\$ -	\$ 5,500.00
Welcome Days	\$ 2,306.50	\$ 2,500.00
Entertainment- Speakers	\$ 13,337.50	\$ 20,000.00
Fall Festival	\$ 1,437.00	\$ 2,000.00
Gathering Events	\$ 4,236.69	\$ 5,000.00
Mardi Gras	\$ 1,276.67	\$ 1,500.00
Homecoming	\$ 1,000.00	\$ 1,000.00
Christmas for the Kids	\$ 500.00	\$ 500.00
Festival of Lights	\$ 562.25	\$ 500.00
Spring Fling	\$ 2,235.00	\$ 2,000.00
Highland Crest events & activities	\$ 6,542.33	\$ 7,710.00
Livingston events & activities	\$ 6,471.71	\$ 7,710.00
McGavock/Wilson Central events & activities	\$ 1,947.14	\$ 2,000.00
Student Leadership Symposium	\$ 862.50	\$ -
Vol State Home Plate	\$ 547.66	\$ 500.00
Student Leadership Luncheon	\$ 950.93	\$ 1,000.00
Student Appreciation Week	\$ 4,007.05	\$ 4,500.00
Miscellaneous-supplies, promotional items	\$ 10,453.87	\$ 9,500.00
Postage	\$ 28.72	\$ 25.00
Scholarships	\$ 12,380.50	\$ 6,500.00
Printing/copying	\$ 194.83	\$ 200.00
PTK-	\$ 1,000.00	\$ -
Travel	\$ 10,953.38	\$ 6,955.00
Dues	\$ 269.00	\$ -
	<u>\$ 83,501.23</u>	<u>\$ 92,100.00</u>

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

Austin Peay State University

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	9,735	\$1,426,957.26
Graduate	<u>862</u>	<u>\$796,488.00</u>
Total Current Year:	10,597	\$2,223,445.26

Carryovers from Prior Year (FY 11-12)	\$1,392,010.34
Total Available Resources	\$3,615,455.60
Student Activity Fee Expenditures (FY 2012-13)	\$2,399,650.98
Unexpended Funds at Year End (6/30/13)	\$1,215,804.62

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2012-13
Student Affairs Division	\$64,594.44	\$66,092.20
Military Student Center	\$40,267.13	\$58,382.21
Student Affairs Publicity	\$25,247.07	\$22,813.35
African American Cultural Center	\$74,115.09	\$67,778.71
Hispanic Culture Center	\$101,045.20	\$92,517.24
Crisis Emergency	\$0.00	\$0.00
Student Travel	\$18,823.96	\$18,819.55
Awards and Recognition	\$17,157.99	\$23,446.45
SGA Trolley Initiative	\$65,662.00	\$79,117.36
Adult Non-Trad Stu Ctr SAF	\$0.00	\$35,169.89
Govs Program Council	\$66,019.75	\$66,858.43
University Center Programs	\$52,853.35	\$52,804.30
Greek Life	\$79,490.78	\$79,227.47
Family Weekend	\$13,569.15	\$14,117.10
Allstate Newspaper	\$97,595.81	\$115,542.24
Homecoming	\$52,326.06	\$57,360.80
Special Programs	\$112,337.66	\$94,028.95
Publications Advisor	\$96,209.35	\$110,280.81
Health Services	\$863,814.72	\$884,076.36
Intramurals	\$3,185.72	\$30.00
Student Affairs Special Projects	\$85,820.00	\$65,553.25
Counseling Programs	\$52,513.83	\$66,908.51
Disability Services	\$15,219.39	\$12,371.22
Dean of Students	\$32,769.33	\$28,487.78
Social Activities	\$220,009.85	\$219,777.92
Student Organization and Leadership	\$124,753.74	\$121,394.31
Govs Organization Council	\$24,249.61	\$23,726.22
	<u>\$ 2,399,650.98</u>	<u>\$ 2,476,683</u>

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

East Tennessee State University

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	12267	\$ 1,535,433.65
Graduate	<u>2863</u>	<u>\$ 373,853.37</u>
Total Current Year:	15130	\$ 1,909,287.02

Carryovers from Prior Year (FY 11-12)	\$ 856,170.38
Total Available Resources	\$ 2,765,457.40
Student Activity Fee Expenditures (FY 2012-13)	\$ 2,137,678.19
Unexpended Funds at Year End (6/30/13)	\$ 627,779.21

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2013-14
Cheerleaders	\$ 10,000.00	\$ 10,000.00
Living Learning Community	\$ 7,038.24	\$ 10,000.00
Music Activities	\$ -	\$ 28,000.00
Child Care Services	\$ 28,221.30	\$ 30,000.00
Kingsport Student Center	\$ 5,610.56	\$ 5,500.00
Sherrod Library Student Activity	\$ 19,417.50	\$ 280,000.00
Health Clinic	\$ 560,090.00	\$ 560,760.00
Counseling - Psychiatric	\$ 10,000.00	\$ 10,000.00
Alcohol Education Program	\$ 9,000.00	\$ 11,500.00
Assault Program - Counsel	\$ 9,304.69	\$ 10,000.00
Suicide Prevention	\$ 9,518.84	\$ 16,000.00
Residence Hall	\$ 9,697.83	\$ 13,000.00
Student Activity Other	\$ 177,630.48	\$ 9,810.00
Student Government Association	\$ 32,950.29	\$ 34,700.00
Debit Card Operation	\$ 251,991.18	\$ 288,120.00
Student Newspaper	\$ 6,215.22	\$ 18,700.00
Campus Recreation	\$ 252,107.93	\$ 266,010.00
Volunteer ETSU	\$ 11,132.81	\$ 21,150.00
Director Student Activities	\$ 7,815.31	\$ 7,900.00
Student Organization Resource Center	\$ 23,326.61	\$ 25,000.00
Office Serv Learn	\$ 12,355.51	\$ 12,500.00
Sustainment	\$ 113,887.36	\$ 125,020.00
Adult, Commuter and Trans.	\$ 50,511.04	\$ 52,260.00
Black Affairs Association	\$ 13,605.93	\$ 13,000.00
Multicultural Affairs	\$ 28,054.54	\$ 25,000.00
Diversity Events Com	\$ 9,998.20	\$ 10,000.00
Grad Prof Student Association	\$ 8,499.88	\$ 12,000.00
Gospel Ensemble	\$ 13,166.00	\$ 13,500.00
Greek Life	\$ 28,597.76	\$ 32,000.00
Resicom	\$ 516.00	\$ 520.00
America Reads Challenge	\$ 4,614.24	\$ 5,080.00
ETSU Counseling Center	\$ 62,883.28	\$ 69,470.00
ID Bucs - Transfer	\$ 40,300.00	\$ 40,300.00
Unexp. Student Activities Projects	\$ 200,000.00	\$ -
Eco Nuts	\$ -	\$ 13,200.00
Student Activity Support	<u>\$ 109,619.66</u>	<u>\$ 98,600.00</u>
	<u>\$ 2,137,678.19</u>	<u>\$ 2,178,600.00</u>

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

Middle Tennessee State University

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	22371	\$2,012,757.44
Graduate	<u>3023</u>	<u>\$ 271,984.52</u>
Total Current Year:	25394	\$2,284,741.96

Carryovers from Prior Year (FY 11-12)	\$ -
Total Available Resources	\$ 2,284,742.00
Student Activity Fee Expenditures (FY 2012-13)	\$ 2,284,742.00
Unexpended Funds at Year End (6/30/13)	\$ -

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2013-14
Aquatics Program	\$ 62,033.00	\$ 91,750.00
Rec Facility Program	\$ 34,890.00	\$ 21,200.00
Fitness Program	\$ 13,130.00	\$ 42,300.00
Outdoor Pursuits Program	\$ 66,400.00	\$ 35,250.00
Intramural Program	\$ 28,330.00	\$ 30,900.00
Spirit Program	\$ 24,034.00	\$ 6,500.00
Administrative Expenses	\$ -	\$ -
Salaries	\$ 883,700.00	\$ 901,718.00
Travel	\$ -	\$ 3,000.00
Operating Expenses	\$ 269,316.00	\$ 257,037.00
Marketing	\$ 17,327.00	\$ 8,540.00
Facility Costs	<u>\$ 885,582.00</u>	<u>\$ 976,805.00</u>
	<u>\$2,284,742.00</u>	<u>\$ 2,375,000.00</u>

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

Tennessee State University

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	15,181	\$ 921,960.37
Graduate	<u>5,146</u>	<u>\$ 312,522.76</u>
Total Current Year:	20327	\$ 1,234,483.13

Carryovers from Prior Year (FY 11-12)	\$ -
Total Available Resources	\$ 1,234,483.13
Student Activity Fee Expenditures (FY 2012-13)	\$ 1,084,347.91
Unexpended Funds at Year End (6/30/13)	\$ 150,135.22

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2012-13
Student Activities	\$ 263,524.33	\$ 317,613.00
Lecture Series	\$ 73,386.75	\$ 60,000.00
Campus Center	\$ 570,970.88	\$ 615,495.00
Cultural Activities	\$ 9,531.05	\$ 10,330.00
Parents Weekend	\$ 6,715.45	\$ 6,360.00
Homecoming	\$ 19,869.26	\$ 30,660.00
Cheerleaders	\$ 48,196.87	\$ 39,387.00
S A Fee Programming	\$ 75,437.27	\$ 69,750.00
S A Student Travel	\$ 1,057.70	\$ 17,620.00
S A Fee Scholarship	-	\$ 12,000.00
Meter	\$ 15,535.85	\$ 10,500.00
Yearbook	\$ 122.50	\$ 25,000.00
Miss TSU	-	\$ 12,000.00
Mr TSU	-	\$ 10,000.00
	<u>\$ 1,084,347.91</u>	<u>\$ 1,236,715.00</u>

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

Tennessee Technological University

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	9,957	\$3,575,033.00
Graduate	<u>1,512</u>	<u>\$534,200.00</u>
Total Current Year:	11,469	\$4,109,233.00

Carryovers from Prior Year (FY 11-12)	\$1,433,161.00
Total Available Resources	\$5,542,394.00
Student Activity Fee Expenditures (FY 2012-13)	\$3,850,814.00
Unexpended Funds at Year End (6/30/13)	\$1,691,580.00

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2012-13
Health Services	\$ 466,880.00	\$ 1,041,077.00
Intramurals	\$ 230,369.00	\$ 216,782.00
Student Orientation	\$ 227,977.00	\$ 60,618.00
University Programming	\$ 142,210.00	\$ 119,666.00
General Education-Academic Affairs	\$ 399,057.00	\$ 550,641.00
General Education-Student Affairs	\$ 43,230.00	\$ 42,343.00
Student Success	\$ 838,672.00	\$ 1,511,167.00
Sustainable Campus Fee	\$ 293,253.00	\$ 440,296.00
International Education Fee	\$ 276,140.00	\$ 314,449.00
Campus Recreation	<u>\$ 933,026.00</u>	<u>\$ 935,000.00</u>
	<u>\$3,850,814.00</u>	<u>\$5,232,039.00</u>

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

**Student Orientation fee eliminated as of Fall 2013. Proposed budget shown for FY14 is carry forward only.

University of Memphis

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	17,647	\$ 2,528,052.00
Graduate	<u>4,492</u>	<u>\$ 71,955.00</u>
Total Current Year:	22,139	\$ 2,600,007.00

Carryovers from Prior Year (FY 11-12)	\$ 751,539.00
Total Available Resources	\$ 3,351,546.00
Student Activity Fee Expenditures (FY 2012-13)	\$ 2,836,197.57
Unexpended Funds at Year End (6/30/13)	\$ 515,348.43

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2012-13
Campus Recreation and Intramural (CRIS)	\$ 1,306,427.57	\$ 964,200.00
Art Museum	\$ 20,000.00	\$ 19,000.00
Dance	\$ 10,000.00	\$ 10,000.00
Frosh Camp	\$ 165,000.00	\$ 166,000.00
Helmsman	\$ 75,000.00	\$ 75,000.00
Leadership Programs	\$ 28,310.00	\$ 28,000.00
Music	\$ 100,000.00	\$ 95,000.00
New Student Convocation	\$ 4,788.00	\$ 10,315.00
New Student Convocation - Lambuth	\$ -	\$ 2,000.00
Operational Assistance	\$ 43,286.00	\$ 45,000.00
Spirit Activity Fee - Campus Recreation and Athletics	\$ 36,596.00	\$ 43,000.00
Student Activities Council	\$ 402,017.00	\$ 370,000.00
Student Event Allocation	\$ 249,655.00	\$ 235,000.00
Student Government Association	\$ 215,491.00	\$ 246,000.00
Student Government Association Readership Program	\$ 40,763.00	\$ 85,000.00
Student Handbook/Planner	\$ 14,520.00	\$ 12,720.00
Theatre	\$ 100,000.00	\$ 95,000.00
Theatre Dance - Lambuth	\$ -	\$ 2,000.00
University Center Ticket Operations	<u>\$ 24,344.00</u>	<u>\$ 15,000.00</u>
	<u>\$ 2,836,197.57</u>	<u>\$ 2,518,235</u>

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

University of Tennessee, Chattanooga

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	10,159	\$ 2,796,556.00
Graduate	1,501	\$ 414,186.00
Total Current Year:	11,660	\$ 3,210,742.00

Carryovers from Prior Year (FY 11-12)	\$ -
Total Available Resources	\$ 3,210,742.00
Student Activity Fee Expenditures (FY 2012-13)	\$ 3,180,442.00
Unexpended Funds at Year End (6/30/13)	\$ 30,300.00

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2012-13
Intramurals	\$ 128,000.00	\$ 80,000.00
Student Programs	\$ 319,127.00	\$ 318,027.00
Student Aquatic & Recreation Center	\$ 506,809.00	\$ 503,274.00
Campus Activities Board	\$ 120,000.00	\$ 120,000.00
Greek Life	\$ 50,000.00	\$ 50,000.00
Little H. Mason Singers	\$ 2,000.00	\$ 2,000.00
Black Student Organization	\$ 4,100.00	\$ 4,100.00
Black History Month	\$ 60,000.00	\$ 60,000.00
Student Government Association	\$ 44,570.00	\$ 44,570.00
Echo Newspaper	\$ 82,286.00	\$ 82,286.00
Literary Magazine	\$ 11,000.00	\$ 11,000.00
Cheerleaders	\$ 82,000.00	\$ 82,000.00
Speakers & Special Events	\$ 30,000.00	\$ 30,000.00
Campus Ministry Association	\$ 1,500.00	\$ 1,500.00
Sugars Mocs Dance Team	\$ 30,000.00	\$ 30,000.00
Graduate Student Association	\$ 11,500.00	\$ 11,500.00
Adult Scholars Association	\$ 2,100.00	\$ 2,100.00
International Student Organization	\$ 2,500.00	\$ 2,500.00
MOCS News	\$ 8,500.00	\$ 8,500.00
NAACP	\$ 1,500.00	\$ 1,500.00
Perch Radio Station	\$ 7,049.00	\$ 7,049.00
Homecoming	\$ 35,000.00	\$ 35,000.00
Leadership Programming	\$ 60,000.00	\$ 60,000.00
Residence Hall Association	\$ 5,660.00	\$ 5,660.00
Student Activity Fee Employees	\$ 331,622.00	\$ 332,355.00
Student Activity Fee Graduate Assistants	\$ 131,000.00	\$ 131,000.00
Student Organization Fund	\$ 30,000.00	\$ 30,000.00
Club Sports	\$ 63,502.00	\$ 63,502.00
Special Projects	\$ 178,073.00	\$ 178,073.00
Student Health	\$ 666,044.00	\$ 670,641.00
Green Initiatives	\$ 175,000.00	\$ 175,000.00
	\$ 3,180,442.00	\$ 3,133,137.00

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

University of Tennessee, Knoxville

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	20,829	\$14,188,000.00
Graduate	<u>5,704</u>	<u>\$ 3,446,000.00</u>
Total Current Year:	26533	\$ 17,634,000.00

Carryovers from Prior Year (FY 11-12)	\$ 18,804,969.00
Total Available Resources	\$ 36,438,969.00
Student Activity Fee Expenditures (FY 2012-13)	\$ 13,412,500.00
Unexpended Funds at Year End (6/30/13)	\$ 23,026,469.00

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2012-13
Counseling Center	\$ 1,323,000.00	\$ 1,274,656.00
Health Center	\$ 4,400,000.00	\$ 4,813,814.00
Capital	\$ 2,400,000.00	\$ 2,613,760.00
UPSF Program Board	\$ 100,000.00	\$ 200,000.00
CPC, BCPC, I House	\$ 750,000.00	\$ 761,000.00
RecSports	\$ 1,752,000.00	\$ 2,439,954.00
Student Government Association	\$ 75,000.00	\$ 71,284.00
Volunteer Center	\$ 18,500.00	\$ 83,046.00
Student Publications	\$ 325,000.00	\$ 350,000.00
Graduate Student Travel	\$ 20,000.00	\$ 20,000.00
Program Support	\$ 525,000.00	\$ 602,909.00
General Expense	\$ 230,000.00	\$ 329,080.00
Safety, Education, and Environment (S.E.E.) Center	\$ 494,000.00	\$ 434,111.00
Athletics	\$ 1,000,000.00	\$ 1,000,000.00
	<u>\$ 13,412,500.00</u>	<u>\$ 14,993,614.00</u>

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

University of Tennessee, Martin

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	7,500	\$ 752,400.00
Graduate	413	\$ 39,600.00
Total Current Year:	7,913	\$ 792,000.00

Carryovers from Prior Year (FY 11-12)	\$ 203,149.00
Total Available Resources	\$ 995,149.00
Student Activity Fee Expenditures (FY 2012-13)	\$ 995,149.00
Unexpended Funds at Year End (6/30/13)	\$ -

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2012-13
Special Activity Programming	\$ 115,488.00	\$ 116,488.00
Sports Clubs	\$ 13,000.00	\$ 13,000.00
Student Government	\$ 38,315.00	\$ 35,434.00
Student Affairs Programming	\$ 43,681.00	\$ 12,057.00
Campus Recreation	\$ 306,321.00	\$ 287,700.00
Student Travel	\$ 79,615.00	\$ 64,500.00
Student Activities	\$ 256,403.00	\$ 152,213.00
Game Room	\$ 16,954.00	\$ 16,954.00
Student Organizations	\$ 35,568.00	\$ 12,883.00
Greek Life	\$ 12,859.00	\$ 12,859.00
Student Life Facility	\$ 14,282.00	\$ 12,500.00
Student Newspaper	\$ 47,612.00	\$ 47,612.00
Jackson Center Student Activities	\$ 720.00	\$ 300.00
Selmer Center Student Activities	\$ 3,019.00	\$ 2,500.00
Ripley Center Student Activities	\$ 4,199.00	\$ 2,500.00
Parsons Center Student Activities	\$ 7,113.00	\$ 2,500.00
	\$ 995,149.00	\$ 792,000.00

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

University of Tennessee Space Institute

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate		\$ -
Graduate	<u>137</u>	<u>\$ 19,079.00</u>
Total Current Year:	137	\$ 19,079.00

Carryovers from Prior Year (FY 11-12)	\$ 493.00
Total Available Resources	\$ 19,572.38
Student Activity Fee Expenditures (FY 2012-13)	\$ 19,572.38
Unexpended Funds at Year End (6/30/13)	\$ -

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2012-13
Student Government Officers Compensation	\$ 2,892.39	\$ 3,000.00
Student Health Services	\$ 261.64	\$ 300.00
Student Social Events	\$ 3,254.86	\$ 3,500.00
Student meetings	\$ 782.75	\$ 900.00
Student Clubs & Organizations	<u>\$ 12,380.74</u>	<u>\$ 10,300.00</u>
	<u>\$ 19,572.38</u>	<u>\$ 18,000.00</u>

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

University Of Tennessee Medical Health Science Center

Fiscal Year 2012-13 Headcount and Revenue

	Enrollment	Revenue
Undergraduate	87	\$ 74,750.00
Graduate	2,728	\$1,691,479.00
Total Current Year:	2,815	\$1,766,229.00

Carryovers from Prior Year (FY 11-12)	\$ -
Total Available Resources	\$ 1,766,229.00
Student Activity Fee Expenditures (FY 2012-13)	\$ 1,766,229.00
Unexpended Funds at Year End (6/30/13)	\$ -

PROGRAMMATIC USE OF FUNDS EXPENDED

Brief Description	Actual FY 2012-13	Proposed FY 2012-13
Student Activity Fee	\$ 62,400.00	\$ 62,400.00
Campus Recreation Fee	\$ 92,900.00	\$ 92,900.00
Campus Improvement Fee	\$ 122,550.00	\$ 122,550.00
Health Service Fee	\$ 337,500.00	\$ 337,500.00
Counseling Fee	\$ 272,600.00	\$ 272,600.00
Debt Service Fee	\$ 157,779.00	\$ 157,975.00
Graduation Fee	\$ 186,100.00	\$ 186,100.00
Yearbook Fee	\$ 26,400.00	\$ 26,400.00
Technology Fee	\$ 495,200.00	\$ 495,200.00
Online Support Fee	\$ 12,800.00	\$ 12,800.00
	\$ 1,766,229.00	\$ 1,766,425.00

*Student Activity Expenditures should be equal to the sum of Actual Fiscal Year Expenditures

DATE: April 24 , 2014

SUBJECT: Core to College Year 1 Report

ACTION RECOMMENDED: Information

BACKGROUND INFORMATION: Core to College is a multi-state grant initiative designed to promote strong collaboration between higher education and the K-12 sectors in the implementation of the Common Core State Standards and aligned assessments. Funded by Rockefeller Philanthropy Associates, a consortium of the Gates, Lumina, and Hewlett foundations, THEC was selected for participation in the Core to College project in 2012.

Through this project, the Core to College Director has focused on successfully executing two initiatives: Curriculum Alignment and P-16 Curriculum Councils. Both of these projects were developed with specific, measurable outcomes and timelines that allow for a clear assessment regarding program progress and delivery.

Curriculum Alignment

With the support of the Tennessee Board of Regents and University of Tennessee, THEC formed faculty redesign teams to assess and align the K-12 Common Core State Standards to credit bearing, entry level courses in English and Math to create a more seamless transition from high school to college for Tennessee students.

Both faculty teams have planned and developed professional development sessions around their Core-Aligned curricular materials to be held this summer. The Core-Aligned College Algebra team will be hosting three regional one-day workshops, while the Core-Aligned Composition and Rhetoric team is officially piloting their course with targeted faculty from four institutions.

Regional P-16 Curriculum Councils

Eight regional Curriculum Councils were formed in partnership with the Tennessee Department of Education Centers of Regional Excellence (CORE) Offices to promote better communication and relationships between K-12 and higher education regarding Common Core implementation. To date, each council has met, identify

Agenda Item: II.F.

DATE: April 24, 2014

SUBJECT: Legislative Report

ACTION RECOMMENDED: Information

BACKGROUND INFORMATION: Staff will provide the Commission with an overview of relevant legislation enacted during the second session of the 108th General Assembly.

Agenda Item: II.G.

DATE: April 24, 2014

SUBJECT: Conflict of Interest Disclosure Policy for Commission Members

ACTION RECOMMENDED: Information

BACKGROUND INFORMATION: At the April 15, 2004 meeting of the Commission, Policy O5.01, Conflict of Interest Disclosure Policy for Commission Members, was amended to require the annual conflict of interest disclosure statement be signed and filed within 30 days of the Commission's regular Spring meeting.

A copy of the policy and disclosure form is part of this agenda item for your review and signature.

Section Title: Other Policies

Policy Title: Conflict of Interest Disclosure Policy for Commission Members

Policy Number: O5.1

Conflict of Interest Disclosure Policy for Commission Members

- 5.1.10
- (1) It shall be inappropriate for a Commission member to have a direct interest in any contract the Commission has entered into for goods or services as a result of a bid process or any other business transaction with the Commission.
 - (2) A Commission member shall disclose any of the following interests:
 - (a) Any indirect interest in any contract or other business transaction with the Commission;
 - (b) Any interest in any contract or other business transaction with any higher education institution which is coordinated by, contracted by, contracted with, or authorized by the Commission; and
 - (c) Any indirect interest created by a relative who has (to the extent the Commission member is aware) any contract or business transaction with the Commission or with any higher education institution which is coordinated by, contracted by, contracted with, or authorized by the Commission.
 - (3) “Direct interest” means any contract to provide goods or services to the Commission as a result of a bid process or any other business transaction with a:
 - (a) the Commission member;
 - (b) a relative of the Commission member; or
 - (c) a business in which the Commission member or the Commission member’s relative is:
 - (i) the sole proprietor;
 - (ii) a partner; or
 - (iii) the person having the controlling ownership or control of the largest numbers of outstanding shares owned by any single individual or corporation.
 - (4) “Indirect interest” means any contract in which the Commission member is interested but not directly so, but includes contracts where the Commission member is directly interested but is the sole supplier of goods or services.
 - (5) “Relative” includes spouse, parents, siblings, or children.
 - (6) In the event a member of the Commission has an indirect interest in a matter to be voted upon, a Commission member may abstain for cause by announcing such to the Chair of the Commission. Any Commission member who abstains from voting for cause on any issue coming to a

vote before the Commission shall not be counted for the purpose of determining a majority vote. This provision shall not be construed to prohibit any Commission member from voting on the higher education funding recommendation, or amendments thereto, unless the vote is on a specific amendment to the funding recommendation in which such person has a direct interest.

- (7) The basic underlying principle in conflict of interest is that Commission members should disclose any activity, investment, or interest that might reflect unfavorably upon the Commission, using the disclosure form. Because of the sensitive nature of the Commission's relationship with all of the postsecondary institutions, as well as the General Assembly, it is important that members resolve questions of conflict of interest by disclosure. Any activity which might constitute, or be perceived to constitute, a prohibited conflict should be fully reported. Full disclosure of any situation in doubt should be made.
- (8) The conflict of interest form must be filed within thirty (30) days after the Commission's regular Spring meeting, but in no case shall it be filed later than June 1. In the case of a member appointed to the Commission after the Spring meeting, the newly appointed member shall file a conflict of interest statement no later than thirty (30) days after the first Commission meeting following his/her appointment.
- (9) A Commission member shall amend his/her disclosure because of termination or acquisition of interests of which disclosure is required.

Approved: January 31, 1992

Revised: April 15, 2004

TENNESSEE HIGHER EDUCATION COMMISSION
1900 Parkway Towers, 404 James Robertson Parkway
Nashville, TN 37243-0830
(615) 741-3605

TENNESSEE HIGHER EDUCATION COMMISSION
DISCLOSURE STATEMENT FOR INDIRECT INTERESTS
OF COMMISSION MEMBERS

I, the undersigned member of the Tennessee Higher Education Commission, in order to assure that any appearance of conflict of interest is avoided, and in order to assure that any indirect interests are publicly acknowledged, hereby make the following statements and assurances:

1. I am related to the following employees of the Tennessee Higher Education Commission or any official of any corporation, partnership, sole proprietorship, association, institution of higher education or other entities which do business with, are licensed by, or are otherwise involved with the Tennessee Higher Education Commission:

2. I am employed or professionally affiliated with the following corporation, partnerships, sole proprietorships, associations, institutions of higher education or any other entities which are licensed by the Tennessee Higher Education Commission:

3. I have an ownership interest in or serve on the Board of the following corporations, partnerships, sole proprietorships, associations, institutions of higher education or other entities which, to my knowledge, do business with postsecondary institutions coordinated or licensed by the Tennessee Higher Education Commission:

Agenda Item: II.H.

DATE: April 24, 2014

SUBJECT: Summer Quarterly Meeting

ACTION RECOMMENDED: Information

BACKGROUND INFORMATION: The next scheduled quarterly Commission meeting is July 24, 2014, in the Commission's board room.