

**THE UNIVERSITY OF TENNESSEE AT MARTIN  
ADVISORY BOARD**

Minutes of the Summer Meeting

The summer meeting of The University of Tennessee at Martin Advisory Board was held at 1:00 pm (CDT) on Friday, May 26, 2023, in the Boling University Center, Room 206AB, on the campus of The University of Tennessee at Martin.

I. Call to Order and Roll Call

The meeting was open to the public and streamed via the campus website. A recording of the meeting will be posted on the Advisory Board website following the meeting. All votes were taken by roll call in compliance with the Advisory Board Bylaws.

Attendance:

*Iman Ahmed, Hal Bynum, Monice Hagler (via Zoom), Art Sparks (Chair), Anderson Starling, and Johnny Woolfolk.* Others in attendance included UT Martin administrative and leadership staff.

A quorum was established. The meeting was called to order by Chair Sparks.

II. Opening Remarks

Chair Sparks acknowledged the changes that have happened since the winter meeting. Keith Carver has moved to the UTIA, Philip Cavalier is now Interim Chancellor, and Stephanie Kolitsch is now Interim Provost and Senior Vice Chancellor for Academic Affairs. Those are the most high-profile changes.

III. Approval of Minutes..... Tab 1

**Motion #1:** To approve the minutes (Starling/Bynum) as presented with no corrections or modification of the Advisory Board meeting for the January 20, 2023, meeting. The motion carried unanimously.

IV. Election of Secretary (**Phil Cavalier**)..... Tab 2

This position had been held by Edie Gibson until her recent retirement. Interim Chancellor Cavalier recommended that Jamie Mantooth be elected. Mantooth is a UTM alumnus and has been the Executive Director of Enrollment Services and Student Engagement for over 7 years.

**Motion #2:** To elect Jamie Mantooth as Secretary to the Advisory Board (Ahmed/Woolfolk). The motion carried unanimously.

V. Appointment of Faculty member—Dr. Clinton Smith..... Tab 3

This position is currently held by Anderson Starling, but his recent appointment as Interim Associate Provost precludes him from serving on the Advisory Board as a Faculty Member. UT Martin Faculty Senate appointed Clinton Smith to fulfill the remainder of Starling’s term. Smith’s appointment will start at fall 2023 meeting.

**Motion #3:** To confirm Clinton Smith as the Faculty Representative to the Advisory Board (Bynum/Starling). The motion carried unanimously.

VI. Appointment of Student member—Taylor Cantrell..... Tab 4

The student position is for a one-year term and Iman Ahmed’s term is ending. Taylor Cantrell was elected through the SGA election process. Cantrell’s appointment will start at the fall 2023 meeting.

**Motion #4:** To confirm Taylor Cantrell as the Student Representative to the Advisory Board (Ahmed/Woolfolk). The motion carried unanimously.

VII. SACS visit and proposed academic program: MA in Music

Education (**Stephanie Kolitsch**)..... Tab 5

Stephanie Kolitsch, Interim Provost and Senior Vice Chancellor for Academic Affairs, shared the highlights of the SACSCOC On-Site Committee Review.

- No findings on the Compliance Certification Report.
- One finding and three recommendations on the Quality Enhancement Plan (QEP). They found our QEP, which focuses on student retention and progression rates, is too broad and seeks to do too much. The QEP has since been reduced with a more streamlined focus.
- December 5 is when the final accreditation decision will be announced. We expect good news.

Chair Sparks asked if there were any insurmountable barriers we anticipated, and there are none anticipated at this time. Chair Sparks went on to thank the UTM staff, and specifically, Dr. Bob Smith, who was UTM Chancellor in 2015. Much positive work has been done since our SACS report in 2015, which was not nearly as positive as this most recent report. Kolitsch also expressed her gratitude for people all around campus for their support and cooperation.

Kolitsch also presented the new MA in Music Education, which will be in hybrid and online modality.

- This degree is focused on West TN music educators so they can stay local and earn a graduate degree like this one.
- This program has a significant leadership component, which is rare.
- Plans are to start with 6 students in year 1, and add ~1 student per year.

Chair Sparks asked where graduate students in similar programs are attending now, and if undergraduate enrollment can expect to increase as a result of this graduate program. Current West TN students in similar graduate programs are enrolling in programs in Arkansas, Mississippi, and Kentucky. Undergraduate enrollment is expected to increase as a result. Enrollment and revenue projections are solid. Chair Sparks also asked how many music majors there are now. In fall 2022, there were 69 undergraduate students enrolled as music majors.

VIII. Retention Update (**Brad Baumgardner**)..... Tab 6

Brad Baumgardner, Director of Retention, shared some highlights of the retention work and progressions for summer 2023.

- Persistence (semester to semester) and retention (year to year)
- Fall 22 to spring 23 persistence is strong, which should mean higher retention rates. Currently the persistence of first-time freshmen is up 2.86 points from this time last year.
- Potential retention rates from fall 2022 to fall 2023 are trending very positively, with every undergraduate cohort at least 2% higher than this time last year.
- Currently we are projecting a 2% increase in retention. Point-to-point increases are important but may not tell the whole story; we still must work for the final results.
- Throughout the summer the Student Success Center will continue its Re-enrollment Campaign, which has seen over 200 students re-enroll since April.

- Interim Chancellor Cavalier reminded us that a 2% growth in retention is ~\$390K in increased revenue.

Chair Sparks asked if our retention trends are still positive when compared to other institutions, and they are. Baumgardner was thanked for this encouraging report and for doing a great job on our retention efforts.

IX. Budget Overview Presentation and Approval of Proposed

Annual Budget (**Petra McPhearson**)..... Tab 7

- Fiscal Year 2024 proposed unrestricted educational and general (E&G) budget is \$117.3 million. This proposed budget includes proposed tuition and fee increases.
  - UTM’s largest source of revenue is tuition and fees (~57% or \$66.7M), and state appropriations are the second largest (~39% or \$46.1M).
  - UTM’s largest expenses are instruction (~42% or \$49.4M), and student services are the second largest (~13% or \$15.1M).
- The \$117.3M balanced budget does not include funds from auxiliary services.
- There are state appropriations increases:
  - \$2M net increase in performance formula funding.
  - \$2.2M for 5% salary pool increase, health insurance premium increase, and tuition and fees waiver increase.
- Proposed in-state and out-of-state tuition and fees increases of 3% place us in the middle of our comparable peers and aspirational peers.
- \$165,881,356 is the total proposed budget for FY 2024. That amount includes restricted and unrestricted funds.

Chair Sparks noted that the net tuition revenue (NTR) rates are consistent across the years for undergraduate students, but not for graduate students. 2022 saw a spike in NTR. McPhearson explained there are fewer scholarships for graduate students that help offset the cost, so the NTR is higher for them.

Woolfolk asked how close we were to staying on budget for this fiscal year. McPhearson explained that we did well because some expenditures were less than anticipated.

**Motion #5:** To approve the annual budget to recommend to the University of Tennessee Board of Trustees (Starling/Bynum). The motion carried unanimously.

X. Rise Campaign and Advancement Update (**Charley Deal**)..... Tab 8

- Overall fundraising:
  - Captain’s Challenge surpassed 1,600 donor goal and raised over \$450K supporting 153 funds on campus.
  - The minimum goal for annual giving is \$15M. The goal this year is \$17M.
  - Already planning for the next campaign with several milestones coming up.
  - 100 years as part of UT, 125 years as university, 100 years of organized athletics
- RISE Campaign:
  - The goal is \$175M, and as of May 15, \$173M has been raised.
  - *We learned after the Advisory Board meeting that the \$175 goal had been exceeded. We are at \$176M and still rising.*
- The retention of donors is 2.3% higher than last year.
- General Castellaw has a video coming out soon that is intended to drive donors to give to Veterans fund/scholarship.

Chair Sparks asked what the next campaign dollar goal will be. Since the Wildwood Farms gift skewed the numbers a bit, the next goal will be \$100M.

XI. Comments by the Interim Chancellor

- Cavalier expressed appreciation to the Chancellor’s Cabinet for their leadership in helping to manage the transition from Carver to Cavalier. Their leadership helped keep things stable and moving forward.
- UTM’s budget, enrollment, accreditation, and donor engagement signal that UTM is very healthy.
- Some recent highlights:
  - OVC Champions: football, volleyball, and beach volleyball.
  - Housing has a waitlist for the first time in recent memory.
  - \$34M in cash and estate gifts raised for student aid, which means that eventually \$1.5M of interest will be drawn annually to offset scholarship costs.
  - Commencement had two ceremonies and 650 graduates. Liliana Ramirez, global director for workforce development, Ford Motor Co., delivered the address at both ceremonies.

- A grant from Ford allowed UTM to create workshops across West TN for K-12 teachers to help them understand the workforce and educational needs of Blue Oval City. Ford looking at Somerville Center to help with onboarding and other training.
- In January 2024 UTM will start offering 4-year degrees through Volunteer State Community College in Springfield, TN.

## XII. Closing Remarks by Chair

- The Chancellor Search Committee is moving forward. There are ~12 candidates who will have zoom interviews very soon. The expectation is to have the next UTM Chancellor named by June 30 Board of Trustees meeting.
  - The Advisory Board met with the search firm and they were told that UTM is a strong institution and the position is attractive to multiple strong candidates.
- Chair Sparks thanked the two members whose terms are ending (Ahmed and Starling), and both were presented with gifts.
- The next meeting of the Advisory Board will be the annual Fall Meeting scheduled for September 8, 2023, held in-person.
- Chair Sparks wishes to avoid meeting the weekend of Memorial Day in the future.

## XIII. Adjournment

**Motion #6:** To adjourn (Starling/Bynum). The motion carried unanimously.