THE UNIVERSITY OF TENNESSEE AT MARTIN ADVISORY BOARD

1:00 pm (CT) Friday, September 8, 2023 Boling University Center, Room 206 UT Martin Campus

AGENDA

- I. Call to Order and Roll Call
- II. Opening Remarks (Art Sparks and Yancy Freeman)
- III. Approval of Minutes
- IV. Recognition of Julia Wells and her service to the Advisory Board (Art Sparks)
- V. Recognition of UT President's Award Winners (Art Sparks)
- VI. Introduction of Director of Public Safety Michael O'Neill, and Dean of Humanities & Fine Arts – Dr. Jeffrey Bibbee (*Yancy Freeman*)
- VII. Welcome Weekend and Start of Semester activities (*Andy Lewter*)
- VIII. Enrollment and Retention Update for Regional Centers and Martin Campus (*Phil Cavalier*)
- IX. Blue Oval City Update (*Phil Cavalier*)
- X. College of Business & Global Affairs update (*Charley Deal*)
- XI. Fiscal Year 2023 recap (*Petra McPhearson*)
- XII. Capital Projects update (*Petra McPhearson*)
- XIII. Comments by the Chancellor
- XIV. Closing remarks by the Chair
- XV. Adjournment

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.

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

 - 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.
 - \circ 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.
 - o 100 years as part of UT, 125 years as university, 100 years of organized athletics
 - RISE Campaign:
 - \circ 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.

2023 UT President's Award Winners

- Embrace Diversity <u>Henrietta Giles</u>, Lecturer, Department of Mass Media and Strategic Communications
- Optimistic and Visionary <u>Destin Tucker</u>, Director, Undergraduate Admissions
- Excel in All We Do <u>Stephanie Kolitsch</u>, Director of Accreditation, SACS Liaison
- United and Connected <u>Clinton Smith</u>, Professor and Chair, Department of Educational Studies



Welcome Weekend

Dr. Andy Lewter Vice Chancellor for Student Affairs











Student Housing

1,847 Total Residents

89% Occupancy

795 First Time Residents

883 Returning Residents

\$917,000 Housing Upgrades

Move-In Mania 370 Volunteers









Welcome Weekend

Welcome Home Picnic 1000+ Students, Parents, Faculty, & Staff

> Welcome Weekend 1000+ New Students

City of Martin Fair 800+ Participants

Campus Involvement Fair 900+ Participants





Multicultural Affairs

Silent Disco Party 209 Participants

Real Talk Discussion 32 Participants

NPHC Yard Show 150+ Participants

NPHC Informational 82 Participants

NPHC Cookout 150+ Participants





Where fill you a

EAP 1

CPC Sorority Recruitment 100 Bids Awarded Average Chapter Size 90

IFC Fraternity Recruitment 73 Bids Awarded Average Chapter Size 52









Student Well-Being

Rock Your Mental Health 300+ Participants

> **Campus Road Show 700+ Participants**

> Well-Being Fair 500+ Participants

Cultivating Care Garden Party 200+ Participants

National Overdose Awareness Day 600+ Participants







<u>Career Planning &</u> <u>Development</u>

Part-Time Job Fair 11 Employers 176 Student Participants



Mocktail Social w/ Multicultural Affairs and Student Health 57 Student Participants

Division of Student AffairsSuccess · Well-Being · Development · Experience



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Questions











TABLASANASABBBB

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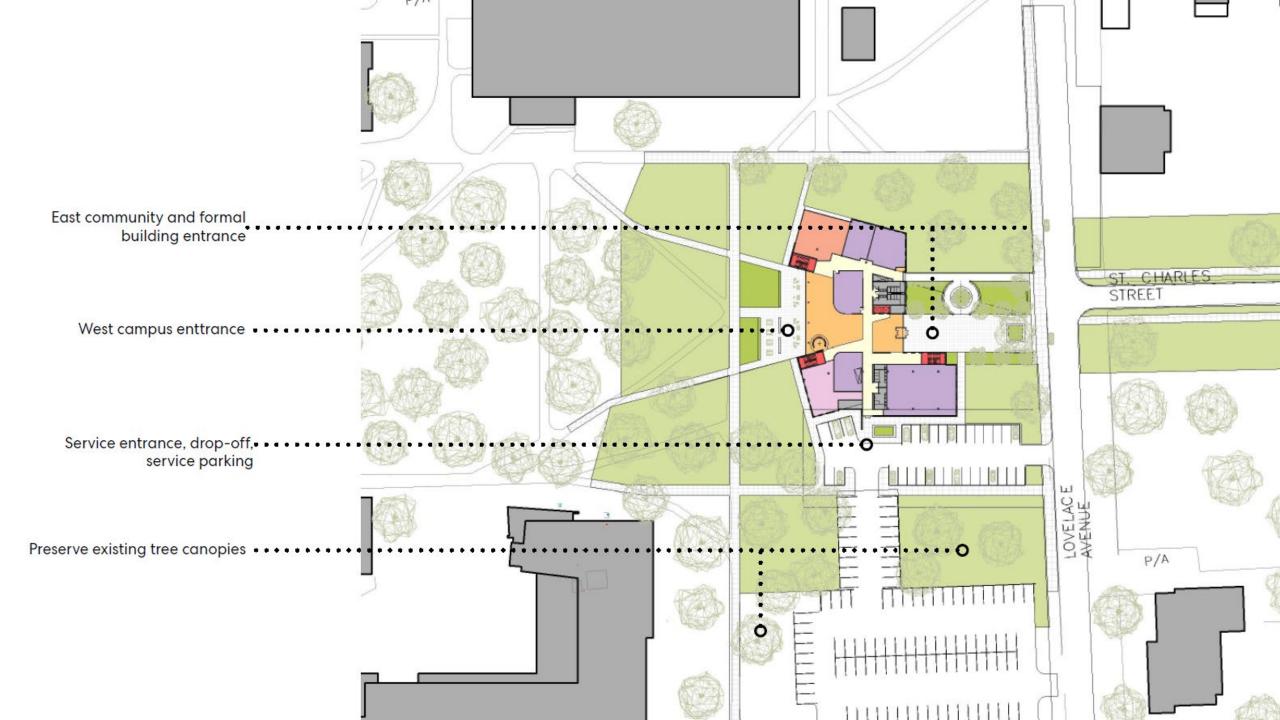
and the Future

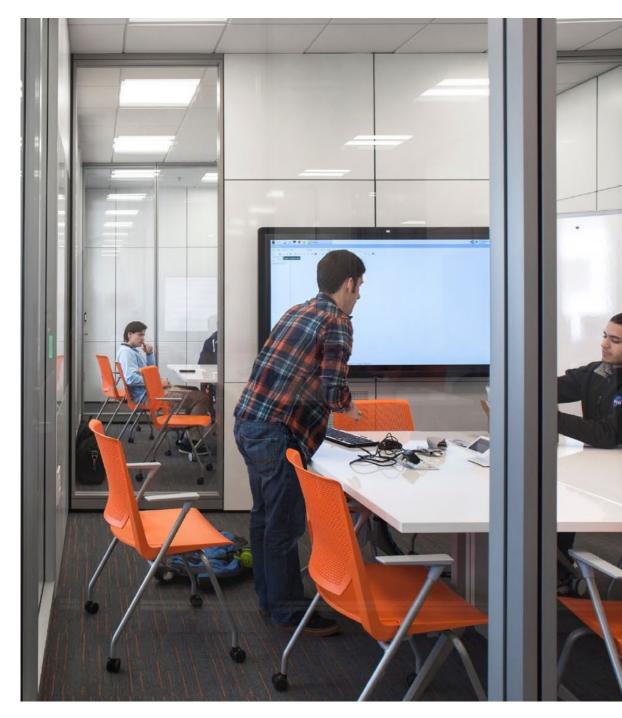


















- Timeline of project
- Estimated cost projects
 - 2023 \$53.5 million \$3.21 million match

- Next Steps
 - Naming opportunities
 - Establishing endowed funds for student research, projects, etc.
 - Professorships and Distinguished Professorships
 - And as always, scholarships especially for upperclassmen

Questions?

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FY 2023 Year-End Overview (Unaudited)

Advisory Board Meeting 9.8.2023

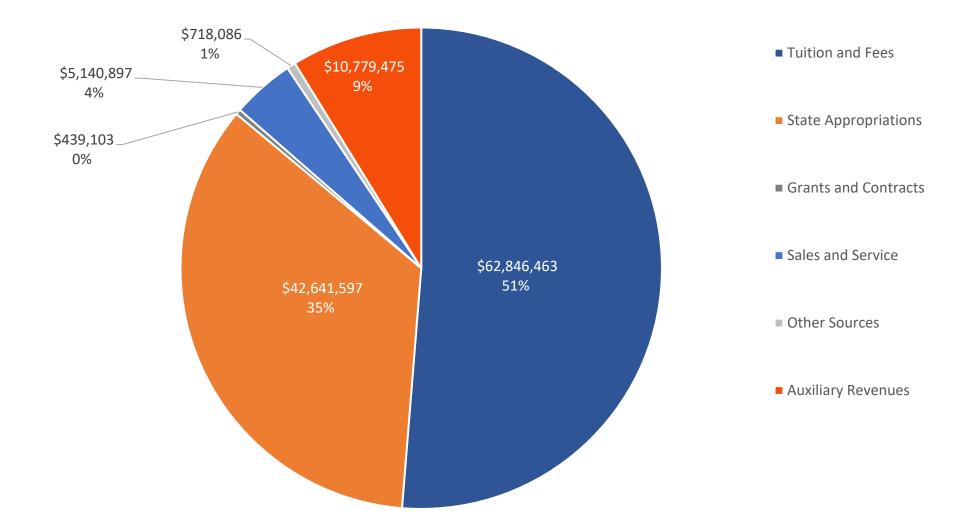


FY 2023 E&G and Auxiliary Revenue Sources

					Variance		
	Budget		Actuals	[ov	er/(under]		
Tuition and Fees	\$ 63,166,123	\$	62,846,463	\$	(319,660)		
State Appropriations	42,641,597		42,641,597		-		
Grants and Contracts	175,535		439,103		263,568		
Sales and Service	4,812,526		5,140,897		328,371		
Other Sources	719,933		718,086		(1,847)		
Total E&G Revenue	\$ 111,515,714	\$	111,786,146	\$	270,432		
Auxiliary Revenues	10,567,896		10,779,475		211,579		
Total E&G and Auxiliary	\$ 122,083,610	\$	122,565,621	\$	482,011		



FY 2023 E&G and Auxiliary Revenue Sources





FY 2023 Tuition and Fees by Location

					% of
			١	/ariance	Actuals
	Budget	Actuals	[ov	er/(under]	Total
In-Person - Martin Campus	\$ 37,716,943	\$ 37,382,135	\$	(334,808)	59%
In-Person - Regional Centers	3,379,385	3,351,187		(28,198)	5%
Online	18,421,795	18,454,289		32,494	29%
Dual Enrollment	3,648,000	3,658,851		10,851	6%
Total Tuition and Fees by Location	\$ 63,166,123	\$ 62,846,463	\$	(319,660)	100%

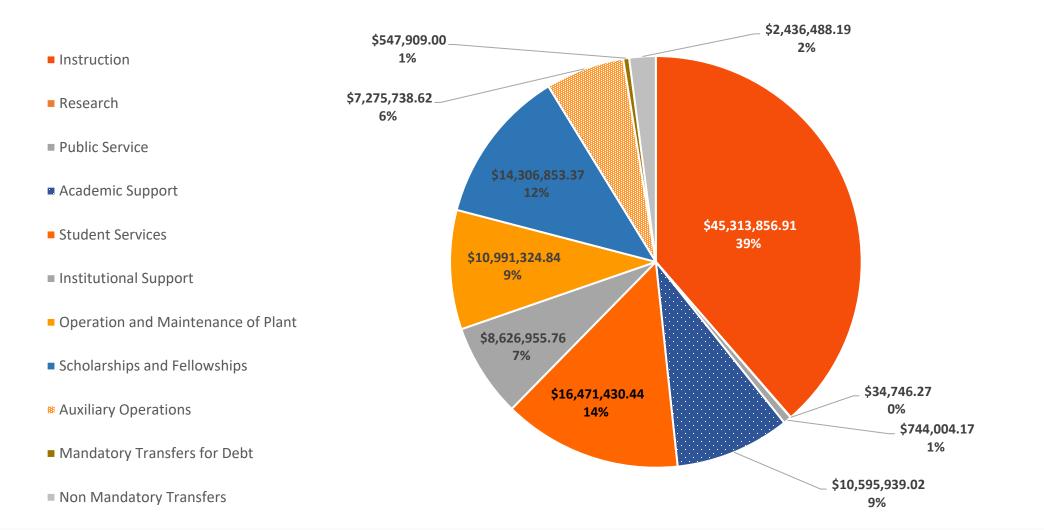


FY 2023 Expenses by Functional Area

					Variance		
	Budget		Actuals	[(o	ver)/under]		
Instruction	\$ 47,777,155	\$	45,313,857	\$	2,463,298		
Research	31,144		34,746		(3,602)		
Public Service	954,791		744,004		210,787		
Academic Support	11,042,307		10,595,939		446,368		
Student Services	16,156,382		16,471,430		(315,048)		
Institutional Support	9,722,687		8,626,956		1,095,731		
Operation and Maintenance of Plant	12,162,157		10,991,325		1,170,832		
Scholarships and Fellowships	14,358,298		14,306,853		51,445		
Auxiliary Operations	7,083,502		7,275,739		(192,237)		
Total Expenses	\$ 119,288,423	\$	114,360,849	\$	4,927,574		
Mandatory Transfers for Debt (E&G)	547,909		547,909		-		
Non-Mandatory Transfers (E&G)	2,247,278		2,436,488		(189,210)		
Expenses and Transfers	\$ 122,083,610	\$	117,345,247	\$	4,738,363		



FY 2023 Expenses by Functional Area





FY 2023 E&G and Auxiliary Budget vs Actuals

			% of Actuals
	Budget	Actuals	Total
Revenue:			
Tuition and Fees	\$ 63,166,123	\$ 62,846,463	51%
State Appropriations	42,641,597	42,641,597	35%
Grants and Contracts	175,535	439,103	0%
Sales and Service	4,812,526	5,140,897	4%
Other Sources	719,933	718,086	1%
Auxiliary	10,567,896	10,779,475	9%
Total Revenue	\$ 122,083,610	\$ 122,565,621	100%
Expenses:			
Salaries and Benefits	75,851,387	74,529,565	64%
Operations	43,437,036	39,831,284	34%
Total Expenses	119,288,423	114,360,849	97%
Transfers	2,795,187	2,984,397	3%
Total Expenses & Transfers	\$ 122,083,610	\$ 117,345,247	100%

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FY 2023 Salaries and Benefits

					% of
			١	Variance	Actuals
	Budget	Actuals	[(o\	/er)/under]	Total
Faculty Salaries	\$ 23,893,229	\$ 24,135,375	\$	(242,146)	32%
Staff Salaries	28,739,587	27,448,837		1,290,750	37%
Student Salaries	1,862,380	1,566,055		296,325	2%
Benefits	21,356,191	21,379,297		(23,106)	29%
Total Salaries and Benefits	\$ 75,851,387	\$ 74,529,565	\$	1,321,822	100%



Questions?



University of Tennessee at Martin

Capital Project Update

Advisory Board Meeting 9.8.2023

COMPLETED PROJECTS		PROJECTS IN CONSTRUCTION	
University Center ADA Restroom Update	\$172,000	Elam Center Mall Glass Replacement	\$4,130,000
University Center Sodexho Freshens Update	\$140,500	Blaylock Outdoor Classroom & fountain/kiosks	\$2,443,000
Elam Center Arena Lighting Upgrades	\$760,000	Indoor Batting Facility	\$620,000
Latimer Engineering & Science Building	\$65,000,000	ROTC East Wall Brick Repairs	\$500,000
PROJECTS IN DESIGN		PROJECTS IN DESIGN	
Hall Moody Building System Upgrades	\$7,600,000	Security Project (additional funds)	\$300,000
Grove Apartment Demolition	\$500,000	Brehm Hall Building Envelope Upgrade	\$155,000
EPS Building Systems Upgrades	\$9,870,000	Elam Center Improvements (Scoreboards/MBB)	\$965,000
TEST Hub	\$19,160,000	ADA Campus Upgrades	\$2,505,000
University Center Sewer Line Improvements	\$890,000	Elam Center Exterior Wall Repairs	\$4,000,000
Clement Hall System Upgrades Phase 2	\$4,160,000	South Chiller Plant Chiller Replacement	\$1,760,000
Athletic Facilities Improvements	\$3,520,000		

TOTAL CAPITAL PROJECTS \$129,150,500



University Center ADA Restrooms

Scope: Upgrading first floor east side restrooms to meet ADA

Status: Project in 1 year warranty period

Designer: Lyle Cook Martin Architect

Contractor: Barger Construction

Substantial Completion: Nov 16, 2022

University Center

ADA Restrooms





University Center Sodexo Freshens Update



X Scope: Upgrading Food Court Station

Status: Project in 1 year warranty period

- Designer: Emily Saylor, Brentwood **...**
- Contractor: Ryzec Building Group, LLC

Substantial Completion: August 17, 2022 \square

University Center Food Court

Sodexo Freshens Update



Elam Center

Arena Lighting Upgrade

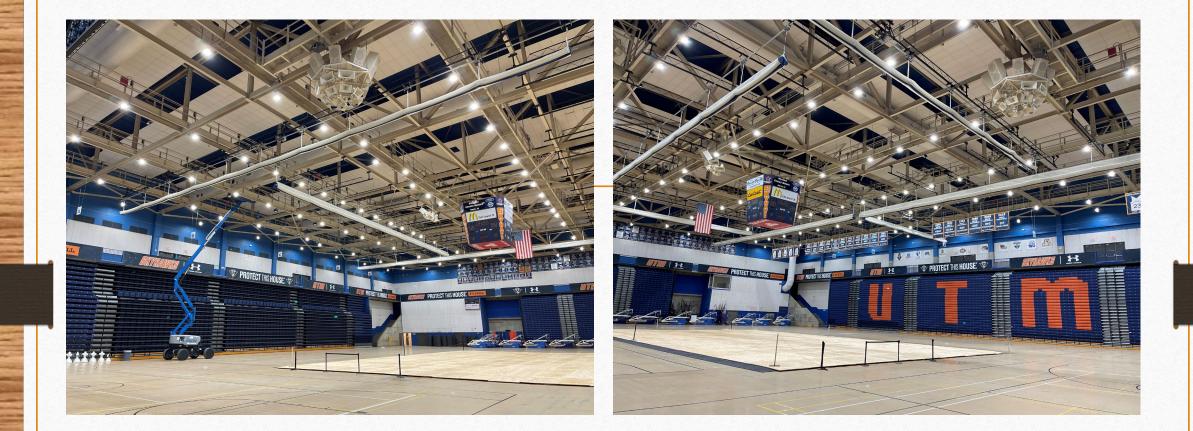
Scope: Replace Elam Arena Lighting

> Status: Project in 1 year warranty period

> > Designer: DePouw Engineering, LLC

> > > Contractor: Wade Electric Company

Substantial Completion: August 19, 2022



Elam Center Arena Lighting Upgrade

Latimer-Smith Engineering & Science Building





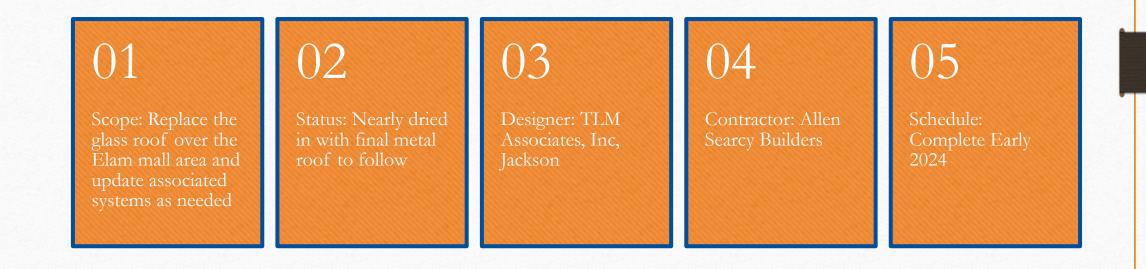
Latimer-Smith Engineering & Science Building

Projects in

6 (3)

Construction

Elam Center Mall Glass Replacement



Elam Center Mall Glass Replacement

WEAPONS

Blaylock

Outdoor Classroom

Scope: Construct a new outdoor classroom space

Status: Project is in progress

Designer: TLM Associates, Inc, Jackson, TN

Contractor: Barger Construction, Yuma, TN

Schedule: Building to be complete by Sept, Fountain project portion to follow

Blaylock

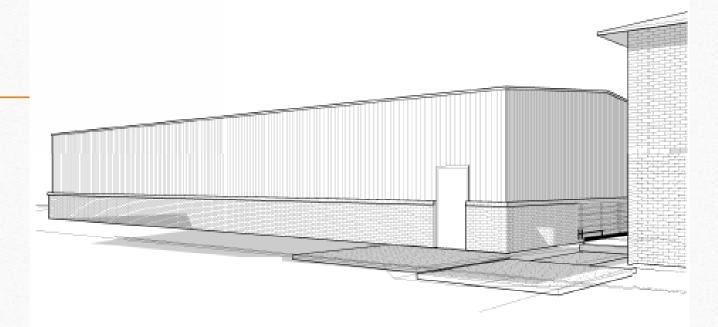
Outdoor Classroom





Indoor Batting Facility





Scope: Replace the brick on the east facade due to seismic activity

Status: Project is in construction

Designer: A2H

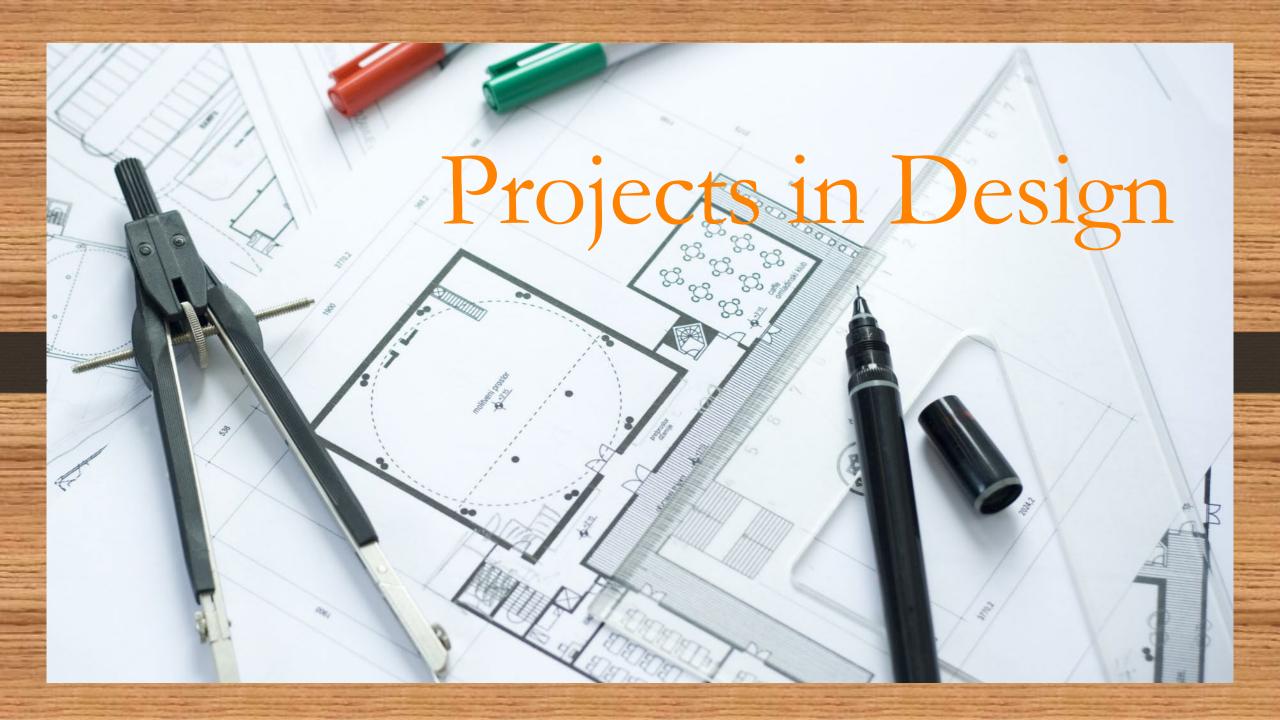
Contractor: Barger Construction

Schedule: Completion Fall 2023

ROTC Building Envelope (brick repairs)

ROTC Building Envelope (brick repairs)





Hall Moody Building Systems Upgrade

Scope: Update the building systems and finishes at Hall Moody Administration

Status: Contract has been awarded

Designer: Pickering Firm, Memphis

Contractor: Allen Searcy Builders

Schedule: Construction to start Fall 2023



Hall Moody Building Systems Upgrade

Grove Apartment Demolition

Scope: Abate and demolish all of Grove Apartments, closed in May 2019

Status: Out for bid Fall 2023

Designer: PROJX, LLC, Nashville

Contractor: TBD

Schedule: TBD

Grove

Apartments Demolition



Scope: Update building systems for the east wing of the building

Status: In Design

Designer: Pickering Firm, Inc, Memphis

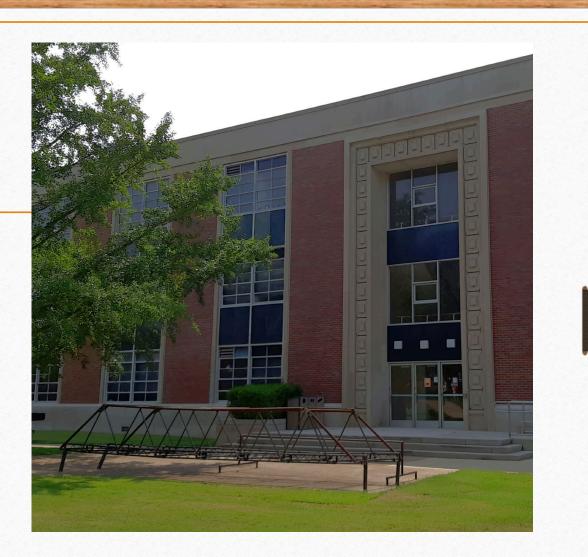
Contractor: TBD

Schedule: TBD

EPS Building System Upgrades

EPS

Building System Upgrades



Scope: A new facility for engineering, agriculture, TCAT and local industries/partnerships.

Status: Project is in design

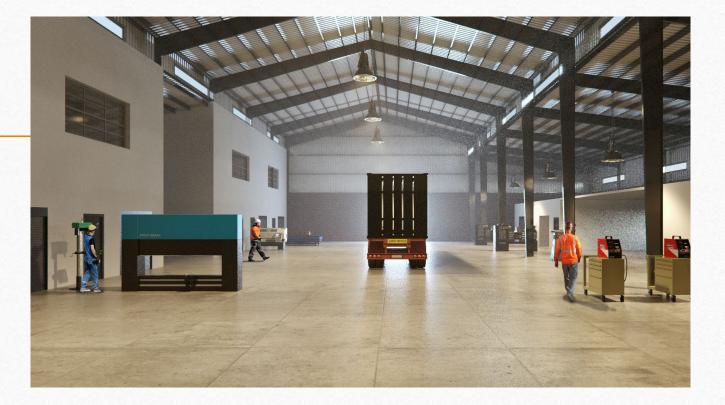
Designer: Haizlip Studios, Memphis

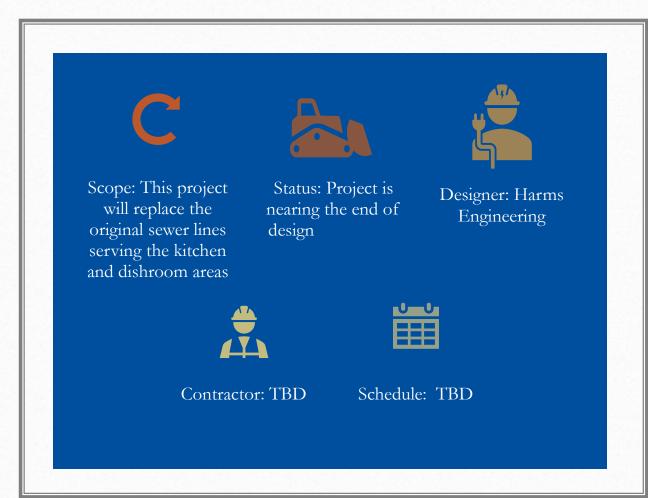
Contractor: TBD

Schedule: TBD

TEST Hub

TEST Hub

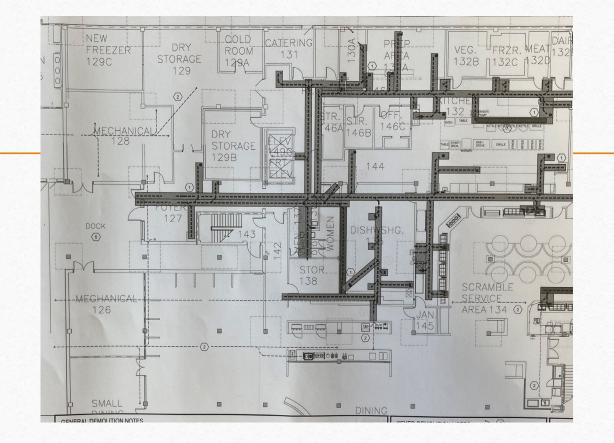




University Center Sewer Line Improvements

University Center

Sewer Line Improvements



Clement Hall System Upgrades Phase 2

Scope: This project will complete system upgrades for the north side of Clement

Status: In Design

Designer: Pickering Firm, Memphis

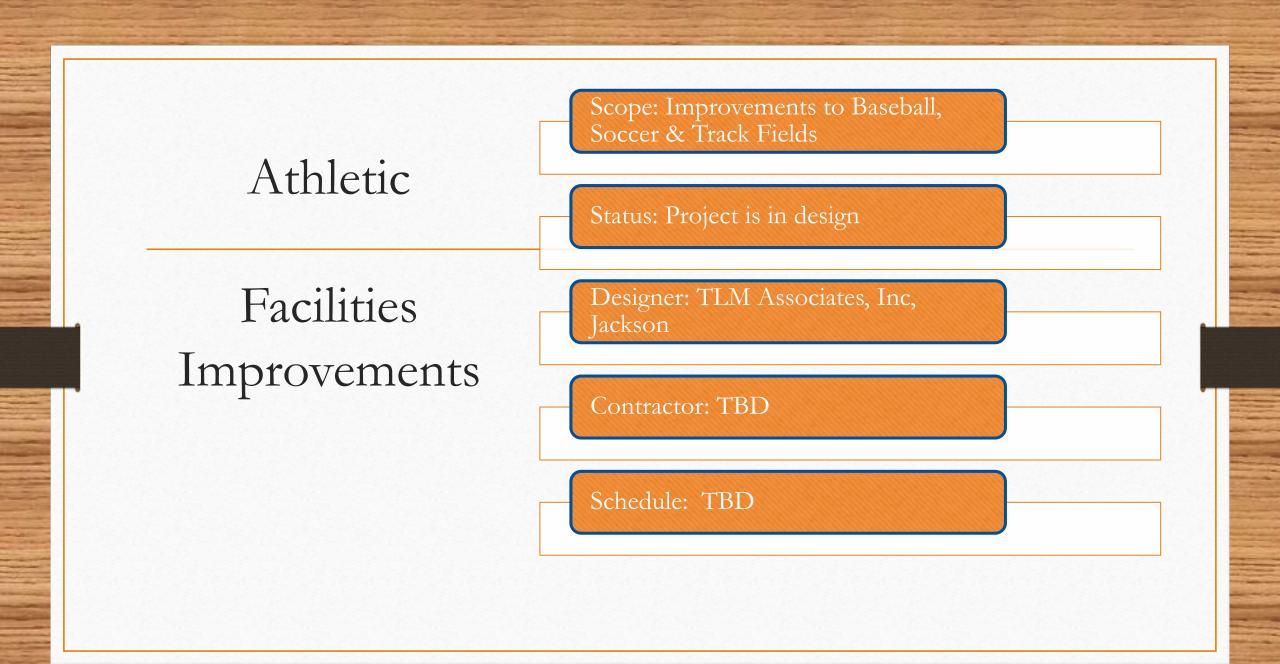
Contractor: TBD

Schedule: TBD

Clement Hall

System Upgrades Phase 2





Security Improvements



Security Improvements



Brehm Hall Building Envelope Upgrade

Scope: Replace the exterior doors at Brehm

Status: Contract has been awarded

Designer: A2H, Inc

Contractor: Allen Searcy Builders

Schedule: Fall 2023

Elam Center improvements

Scope: Replace arena scoreboards and update Men's Basketball Locker Room

Status: In Design

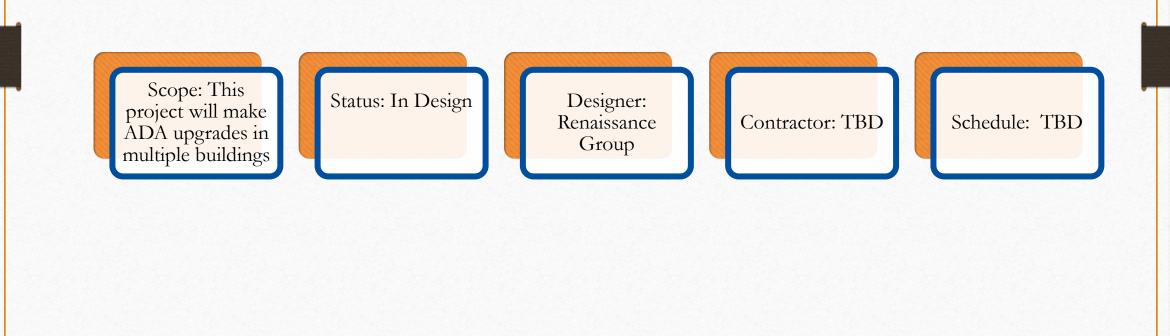
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Designer: Renaissance Group

A Contractor: TBD

Schedule: TBD

ADA Campus upgrades



Elam Center

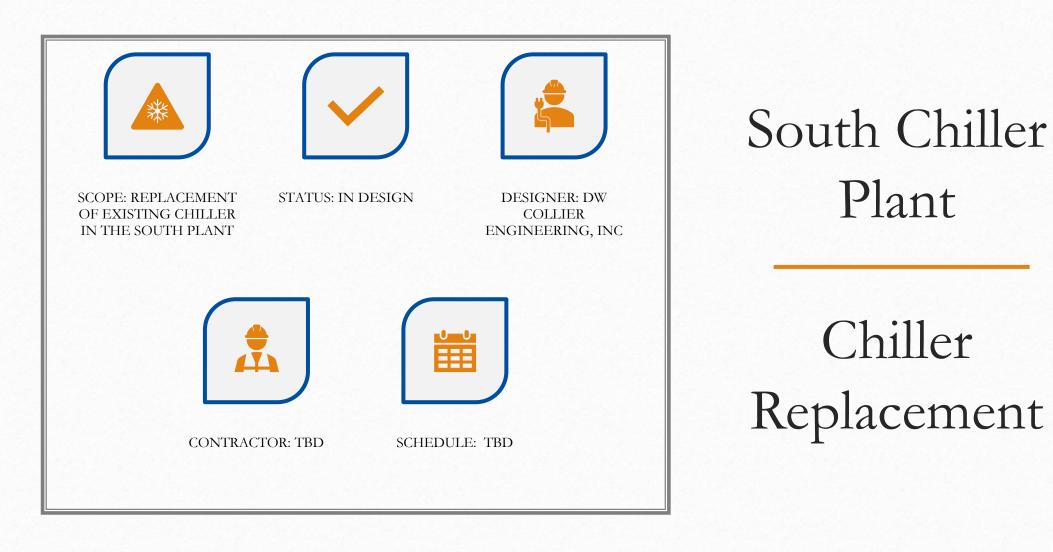
Exterior Wall Repairs Scope: This project will repair the exterior north & south walls of Elam

Status: Designer has been selected

Designer: TLM Associates, Inc, Jackson

Contractor: TBD

Schedule: TBD





COMMENTS

