

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

Regular Meeting

1:00 pm (CDT)
Wednesday, April 24, 2019

Boling University Center, Room 229
UT Martin Campus

AGENDA

- I. Call to Order and Roll Call
- II. Opening Remarks
- III. Approval of Minutes Tab 1
- IV. UT Board Update of Process for Campus Advisory Board to Tab 2
Submit a Recommendation to the President on the
Proposed Strategic Plan
- V. UT Board Update on Process for Campus Advisory Board to Tab 3
Submit a Recommendation to the President on the Proposed
Annual Operating Budget, Including Tuition, and Fees, as Related
to the Campus
- VI. Fundraising Report Tab 4
- VII. Enrollment Management Strategies..... Tab 5
- VIII. Budget with Tuition and Fees Overview..... Tab 6
- IX. Closing Remarks by the Chair
- X. Adjournment

THE UNIVERSITY OF TENNESSEE AT MARTIN ADVISORY BOARD

Minutes of the Inaugural Meeting

The inaugural meeting of The University of Tennessee at Martin Advisory Board was held at 1:00 p.m. (CDT), on Wednesday, January 9, 2019, in the Boling University Center, Room 206, on the campus of The University of Tennessee at Martin.

I. Call to Order and Roll Call

Keith Carver, UT Martin Chancellor, welcomed the Advisory Board and guests to the first meeting of the UT Martin Advisory Board and requested a roll call to bring the meeting to order.

The roll was called by Edie Gibson, Executive Assistant to the Chancellor, with the following members present:

Hal Bynum
Chris Caldwell
Monice Hagler
Art Sparks
Julia Wells (joined by telephone)

Four of the five Advisory Board members were present on site and a quorum was announced. Administrative staff, faculty, members of the public, and media representatives were present. The meeting was recorded via Zoom for uploading to the UT Martin Advisory Board website following the meeting.

II. Opening Remarks by Chancellor

Chancellor Carver announced that hosting the inaugural meeting of the UT Martin Advisory Board represented an historical day for the campus, and he expressed his enthusiasm for working with each of the members. To commemorate the day, he presented each Advisory Board member with a section of a handrail from the Communications Building which contained a plaque with the University's name and the dates of its three name changes. The gift symbolizes where we have been and signifies our progress as we prepare to break ground on a new STEM (Science, Technology, Engineering and Mathematics) building, the Latimer Engineering and Science Building, to be sited near the footprint of the current Communications Building. The Communications Building began as a part of the Martin campus when we were known as The University of Tennessee Junior College (1927), and has continued with The University of Tennessee Martin Branch (1951), and The University of Tennessee at Martin (1964).

Chancellor Carver welcomed Governor Bill Haslam back to the Martin campus and turned the meeting over to the Governor for comments.

III. Review of UT FOCUS Act Legislation & Role of the Advisory Board

Governor Haslam began by thanking the Advisory Board members for their willingness to serve before discussing the role and responsibilities of the Advisory Board members as created by the UT FOCUS Act. A key aspect of the Act changed the UT Board size from 26 members to a

smaller, more responsive organization by limiting the membership to 12 members in addition to establishing separate campus Advisory Boards. Under the new Advisory Board structure, greater emphasis can be directed toward the campus and respect the diversity of the UT System and the uniqueness of its campuses and missions.

Governor Haslam recognized Chancellor Carver for his enthusiasm for utilizing an Advisory Board and his interest in the added insights and benefits of the members. He encouraged the UT Martin Advisory Board members to own their role and help UT Martin be the school that we need it to be for the rest of the state, reminding those present that Tennessee's future lies in public education. He explained that the vast majority of our Tennessee students are going to public K-12 institutions and are going to be in public higher education institutions. He also noted that the pace of change in higher education is mind-boggling, but he expects the future will bring an even more dramatic rate of change than in the previous decade.

Although, particular responsibilities identified in the Bylaws are fiduciary duties which involve approving recommendations related to budget, tuition and fees, and the overall master plan, the Governor challenged the Advisory Board to own UT Martin and to make certain that UTM is preparing its students for a great future. He affirmed that information from the Advisory Board discussions will pass to the UT Board and ended with an additional statement of gratitude for the Board's service.

IV. Adoption of Bylaws of the Advisory Board

Governor Haslam presented for approval the proposed Bylaws for the newly constituted UT Martin Advisory Board. The Bylaws establish the responsibilities and rules of procedure outlined by the UT Focus on College and University Success (FOCUS) Act and as directed by the UT Board of Trustees. Following the Governor's earlier discussion of the role and responsibilities of the newly established UT Martin Advisory Board, the members were prepared to vote.

Motion: Julia Wells moved to approve as printed and Art Sparks seconded the motion. Following a roll call vote, the motion carried unanimously.

V. Election of the Chair of the Board

Governor Haslam stated, as outlined in the Bylaws, the presiding officer of the Advisory Board shall be the Chair and shall be elected by the Advisory Board. The Chair shall preside at all meetings of the Advisory Board; shall be responsible, in consultation with the Chancellor, for coordinating the work of the Advisory Board; and shall be the spokesperson for the Advisory Board.

The term of the initial Chair shall begin on the date of election and end on June 30, 2020. Thereafter, the term of the Chair shall begin on July 1 and end on June 30 of the second succeeding year. The Chair may not be elected to more than three (3) consecutive terms except upon the affirmative roll-call vote of a majority of the total membership.

If the Chair knows in advance that he or she will not be able to attend a meeting, the Chair shall appoint a Chair pro tem to preside over the meeting. In the unexpected absence of the Chair, the

Chancellor shall preside over the meeting until the Advisory Board acts to appoint a Chair pro tem.

Governor Haslam invited nominations for the position of Chair of the Advisory Board. Art Sparks was nominated to serve with no additional nominees recommended.

Motion: Monice Hagler moved to elect Art Sparks as chair and Hal Bynum seconded the motion. Following a roll call vote, the motion carried unanimously.

With the appointment of Art Sparks as Chair, Governor Haslam relinquished the role as Acting Chair. Art Sparks, accepting the role as Chair, took a moment of privilege to express that he was both humbled and appreciative of the honor. He remarked that he has been associated with UT Martin since 1957, attending football and basketball games in those early days with his father. He is joined as a member of the UT Martin alumni by his sister and his two daughters. In addition to these family members, Art's father and, later his mother, both taught classes on the Martin campus.

VI. Appointment of a Student Member

Chair Sparks stated, as outlined in the Bylaws, the Student Member of the Advisory Board must be enrolled full-time at the respective University of Tennessee institution throughout the term of appointment but does not require enrollment during any summer semester. The Bylaws state that the Student Member will be selected and appointed in a manner determined by the respective advisory board as soon as practicable for the initial appointment and, for all subsequent appointments, no later than April 15 of each year. The term of the initial student member shall begin on the date of appointment by the Advisory Board and end on June 30, 2019. For all subsequent student member appointments, the term shall be one (1) year, beginning July 1 and ending June 30.

With the new Advisory Board installed today, Chancellor Carver reported that the campus did not have time for a proper election of a student member to serve on the Board. The Chancellor proposed that the Board appoint Devin Majors to serve as its first Student Member, acknowledging that the campus is fortunate to have such an incredibly bright and talented student serving as the current Student Government Association President. Devin has well-represented the University since his election last April and would serve the campus well in the additional capacity as the Student Member of the inaugural Advisory Board from this date until June 30, 2019.

Motion: Chris Caldwell moved to elect Devin Majors as the student member and Monice Hagler seconded the motion. Following a roll call vote, the motion carried unanimously.

VII. Approval of Selection Process for Student Member of the Advisory Board

Chancellor Carver requested permission to bring additional business regarding the Selection Process for a Student Member of the Advisory Board. Chancellor Carver presented three documents, including a summary of the proposed selection process, position qualifications as prescribed by the SGA Constitution, and the pledge document for prospective candidates to

complete. The proposed process complies with the procedures as outlined by the UT Focus on College and University Success (FOCUS) Act, UT Martin's Advisory Board Bylaws, and parallels the current UT Martin Student Government Election process. The campus feels it is important for the students to have a voice in the selection process which includes an organic component to identify representatives who meet established qualification criteria as overseen by Student Affairs and SGA.

The proposed process provides for the selection process to become part of the SGA election cycle which would bring forward three student names from a popular vote by the student body. Each year, the three students with the highest votes would be presented as candidates to be interviewed by an Advisory Board panel, conducted by the Chair of the Advisory Board, the Advisory Board Faculty Member, and the Chancellor. The panel will select and forward for approval a name to the Advisory Board. Devin Majors spoke in favor of the motion noting that student elections provide the student body with the biggest voice during the school year and have a good turnout response.

Motion: Hal Bynum moved to approve the selection process and Devin Majors seconded the motion. Following a roll call vote, the motion carried unanimously.

VIII. Election of Secretary of the Board

Chair Sparks stated the Bylaws provide for the election of the Secretary to the Board based upon the recommendation of the Chancellor from the campus administrative staff. The Secretary shall serve at the pleasure of the Advisory Board and without a definite term. The Secretary shall assist the Chair and the Chancellor in preparing the agenda and materials for Advisory Board meetings; preparing and maintaining minutes of Advisory Board meetings; maintaining a current set of the Bylaws and a record of all Bylaw amendments; and maintaining all records pertaining to the business of the Advisory Board, except as may be otherwise provided by policies of the Board of Trustees or the University.

Chancellor Carver recommended Edie Gibson, Executive Assistant to the Chancellor, to serve as the Secretary to the Advisory Board. He added that she is already doing many of these roles in preparation for the UT Board meetings in terms of the calendar and ensuring that paperwork deadlines, procedures, and other requirements are met.

Motion: Monice Hagler moved to elect Edie Gibson as secretary and Julia Wells seconded the motion. Following a roll call vote, the motion carried unanimously.

IX. Setting Future Dates for Regular Meetings of the Board

Chair Sparks stated the Bylaws require the Advisory Board to establish meetings at least three times a year and approve the dates of its regular meeting. The dates presented for regular meetings of the Advisory Board for the remainder of 2019 and all of 2020 are based on a timeline which parallels the UT Board meeting schedule and allows ample time to meet those deadlines. The proposed meeting format would be to meet on Fridays with a noon luncheon and 1:00 p.m. meeting.

Friday, April 26, 2019	Annual (Summer) Meeting
Friday, September 20, 2019	Fall Meeting
Friday, January 10, 2020	Winter Meeting
Friday, May 8, 2020	Annual (Summer) Meeting
Friday, September 18, 2020	Fall Meeting

Motion: Devin Majors moved to accept the proposed meeting schedule and Hal Bynum seconded the motion. Following a roll call vote, the motion carried unanimously.

X. Strategic Plan, Student Profile, Impact Study

Chair Sparks turned the discussion of the Strategic Plan, Student Profile, and Economic Impact Study over to the Chancellor. Chancellor Carver introduced four documents as provided in the Advisory Board packets and promised a deeper discussion that could be included at subsequent meetings. Along with discussions focused on budget, tuition and fees, the master plan, and enrollment strategies, the Chancellor will coordinate with Chair Sparks to developed appropriate agendas to go forward.

The first document, UTM’s Strategic Plan, was described as a primer of a board campus effort establishing our university strategic goals. These plans were vetted by the UT Board in 2018 and can be found in greater detail on UTM’s website. The summary document includes the new Mission Statement, Core Values, Strategic Goals and Objectives. Chancellor Carver offered to provide periodic updates on the public tracking of our university progress in each of the areas.

The second document, the Economic Impact of UT Martin Study, was conducted for UTM by EMSI in 2016 under Chancellor Bob Smith. This study provides a snapshot of the economic impact of UT Martin on the area, the region, and the state. UT President Randy Boyd is interested in getting a fresh look at the impact of the UT System and seeing where the campuses have impact. We may see additional reports in 2020 as part of the President’s initiative.

The third document was an infographic which provides the Student Profile of the Class of 2022. The most important focus of UT Martin is on our students. UT Martin has enjoyed real enrollment success with a 22% increase in the freshman class in terms of full-time students. UTM admitted 1,143 freshmen in fall 2018, representing 66 counties of the 95 Tennessee counties and has expanded to 26 states and 9 countries. Chancellor Carver stated, when we discuss enrollment, people tend to think of an office, but during his two years and a week at UT Martin, he has emphasized that the campus has 900 recruiters with our faculty and staff. Through the efforts of the faculty to recruit students and on the retention side to develop relationships with those students, we are building campus support and developing mentoring for students to make this a great place to attend. The incoming class has an age range spanning from 16 to 52 years.

Advisory Board members expressed interest in understanding the ease of the enrollment process for being admitted to and for transferring in from another institution, and information on what barriers exist that could be changed to enhance the transfer of classes and coursework.

A letter from Renee LaFleur, Associate Professor of History and current Faculty Senate President, who also serves on the University Faculty Council, provided a bulletin on the role of the Faculty and the University. The piece is the product of a system-wide effort to breathe life into higher education terminology, the role of faculty, and explains the active voice of faculty in shared governance. Dr. LaFleur offered these materials as a way to build a relationship by introducing herself and offering the resource of the Faculty Senate Executive Committee to the Board. She concluded by stating that we all have the same goal of trying to make UTM even better than it already is and are here to help in the process.

XI. Closing Remarks by the Chair

Chair Sparks requested that the Advisory Board receive a list of the members with contact information. He did caution that members to be cognizant of the Sunshine Law and to not discuss things that would violate those directives.

In conclusion, he reiterated that the Governor charged the Advisory Board with a great responsibility to oversee the best Chancellor in the UT System and make this the greatest university, which we already know that it is. Chair Sparks stated that he sees the Advisory Board role as more of an opportunity, than a responsibility, to assist 7,000 students every year to attain their goals. As successful as UTM is, it will only be as successful as the students and alumni that UTM sends out. He ended his remarks stating, UTM knows who they are, a quality undergraduate educational institution that turns out good people, who work in good jobs, and do a great job in doing those job. Members pledged their support to Chancellor Carver to meet and serve as needed, expressing that Martin has the opportunity to grow more than the other UT campuses, and the campus is fully equipped to make that happen.

Chancellor Caver requested that the Advisory Board complete and sign the Disclosure of Financial Interests form and return it to Edie Gibson within 30 days.

XII. Adjournment

Motion to adjourn by Hal Bynum and seconded by Monice Hagler. The meeting adjourned at 1:44 p.m.

Respectfully Submitted,

Edie Gibson, Secretary

THE UNIVERSITY OF TENNESSEE AT MARTIN ADVISORY BOARD

Minutes of the Special Meeting

The second special meeting of The University of Tennessee at Martin Advisory Board was held at 12:30 p.m. (CDT), on Friday, April 5, 2019, in the Boling University Center, Room 229, on the campus of The University of Tennessee at Martin.

I. Call to Order and Roll Call

Advisory Board Chair Art Sparks welcomed the Advisory Board members and guests to the special called meeting of the UT Martin Advisory Board and requested a roll call to bring the meeting to order.

The roll was called by Edie Gibson, Secretary to the Board, with the following members present:

Hal Bynum
Chris Caldwell
Devin Majors
Art Sparks
Julia Wells
Monice Hagler (joined by telephone)

Five of the Advisory Board members were present on site and a quorum was announced. Ms. Monice Hagler joined the meeting by phone and Ms. Katie Ashley was unable to participate. Administrative staff, faculty, members of the public, and media representatives were present. The meeting was recorded via Zoom for uploading to the UT Martin Advisory Board website following the meeting.

II. Opening Remarks

Chair Sparks stated that he would forgo any opening comments in favor of moving the meeting into the agenda. He reminded those in attendance that, in accordance with special meeting protocols, discussion is limited to only those items identified on the meeting agenda.

III. Approval of Amendment to Advisory Board Bylaws

Chair Sparks directed the Advisory Board to a document summarizing five amendments proposed to clarify the Bylaws as adopted at the initial meeting of the Advisory Board on January 9, 2019. The proposed amendments are fully consistent with the UT Focus on College and University Success (FOCUS) Act.

Amendments to five sections of the Bylaws were proposed as follows:

- Section 3.2 to clarify that the Advisory Board determines the process for appointment of the student member, and therefore, appointment by the Advisory Board itself is not required.
- Section 4.2(c) to clarify that the section is not intended to constrain the faculty member from fulfilling the faculty member's role related to externally-funded research grants and contracts.
- Section 7.4 to clarify and ensure adequate notice of meetings at least seven days in advance of the meeting as consistent with Article XI Section 11.2.
- Section 7.6 to clarify and ensure the Advisory Board adequate time at least seven days in advance of the meeting to consider materials.

- Addition of a new Section 7.9 to enhance transparency and ensure a publicly-available archive of activities and discussions is maintained. Board materials shall be made accessible through the Advisory Board website.

A complete copy of the Bylaws, with amendments, was included in the materials for the records of the members.

Motion: Julia Wells moved to adopt the amendments to Section 3.2, Section 4.2(c), Section 7.4, and Section 7.6 and adoption of new Section 7.9 of the UT Martin Advisory Board Bylaws as presented in the meeting materials, and Hal Bynum seconded the motion. Following a roll call vote, the motion carried unanimously.

IV. Approval of Modification to Student Member Appointment Process

Chair Sparks presented a modification to the student member appointment process approved by the Advisory Board at its initial meeting on January 9, 2019. The proposed modification is consistent with the Bylaw amendment clarifying that the student appointment is made “in a manner determined” by the Advisory Board. Furthermore, the proposed modification will mitigate time constraints presented by the UT FOCUS Act requirement that the appointment be made by April 15 of each year.

The modification delegates to the Chancellor authority to make the appointment of the student member of the Advisory Board following the completion of a process corresponding to the current UT Martin Student Government election process. In addition, if the student member is unwilling to serve or becomes ineligible to serve during the one-year term, the Chancellor shall have authority to appoint a qualified student member to complete the unexpired term.

Motion: Chris Caldwell moved approval of the process for appointment of the student member of the UT Martin Advisory Board as presented in the meeting materials, and Hal Bynum seconded the motion. Following a roll call vote, the motion carried unanimously.

V. Appointment of a Student Member

With the approval of the modification to the student member appointment process, Chair Sparks stated that the appointment of the student member of the Advisory Board would not require Board action, having delegated the appointment process to the Chancellor. Chair Sparks called on Chancellor Carver to update the Advisory Board on the selection of the student member for 2019-2020.

Chancellor Carver reported that he was pleased with the approved student member appointment process of having students qualify by nomination and vote culminating with the top three candidates completing an interview process conducted by the Chancellor and the Advisory Board faculty member. The successful candidate is Ms. Lauren Carter, a freshman political science major from Olive Branch, MS. Ms. Carter’s term of service will begin July 1, 2019, and end June 30, 2020.

VI. Revised Schedule for Regular Meetings of the Advisory Board, 2019 and 2020

Chair Sparks presented a revised schedule for regular meetings of the UT Martin Advisory Board which complies with the requirements to establish meetings at least three times a year. The only change reschedules the next meeting to Wednesday, April 24, necessitated by a scheduling conflict required by the Chancellor attending a meeting in Knoxville. The Advisory Board meeting format will begin with a noon luncheon followed by a 1:00 p.m. meeting.

Wednesday, April 24, 2019	Annual (Summer) Meeting
Friday, September 20, 2019	Fall Meeting
Friday, January 10, 2020	Winter Meeting
Friday, May 8, 2020	Annual (Summer) Meeting
Friday, September 18, 2020	Fall Meeting

Motion: Hal Bynum moved to accept the proposed meeting schedule, and Monice Hagler seconded the motion. Following a roll call vote, the motion carried unanimously.

VII. Closing Remarks

Chair Sparks deferred any formal closing remarks until the conclusion of the Advisory Board meeting on April 24, 2019. In preparation for the next meeting, Chair Sparks proposed that the AB agenda for the April 24 meeting begin with a review of minutes, followed by several reports. The first two reports providing an update of the UT Board process for the AB to submit a recommendations to the UT President on any proposed Strategic Plan initiatives and on any proposed annual operating budget, including tuition, and fees, as related to the campus. Furthermore, campus personnel will present reports on fundraising, enrollment management strategies, and a tuition and fees overview.

Additionally, Chair Sparks requested that Lauren Carter be invited to the April 24 meeting to be introduced to the members before she participates in her first official meeting on September 20, 2019.

Chancellor Carver shared two timely announcements, the first one being UTM's successfully completion of its Captain's Challenge, a social media fundraising campaign, directed at students, faculty and staff, and alumni. The campaign exceeded its \$300,000 goal, landing atop of the mark at \$319,284 following a final gift received from UT President Emeritus Joe Johnson. The second announcement summarized Interim UT President Randy Boyd's commitment of support to UT Martin made during his remarks at UTM's Spring Faculty Meeting on April 4. A recording of the Spring Faculty Meeting is archived on the campus website at <http://www.utm.edu/springfaculty>.

VIII. Adjournment

Motion to adjourn by Julia Wells and seconded by Hal Bynum. The meeting adjourned at 12:46 p.m.

Respectfully Submitted,

Edie Gibson, Secretary

**BOARD OF TRUSTEES
PROCESS FOR THE CAMPUS ADVISORY BOARD TO SUBMIT A
RECOMMENDATION TO THE PRESIDENT ON THE
PROPOSED STRATEGIC PLAN FOR THE CAMPUS**

SECTION 1. PURPOSE

The Bylaws of the Board of Trustees provide that the Board is responsible for approving the strategic plan for each University of Tennessee campus. Tennessee law requires the campus Advisory Board to submit a recommendation to the President on the proposed strategic plan for the campus prior to approval by the Board of Trustees. Tennessee law also requires that the Advisory Board submit the recommendation to the President in accordance with the process established by the Board of Trustees.

SECTION 2. DEFINITIONS

“Advisory Board” means the separate advisory board established under Tennessee Code Annotated § 49-9-501 for each of the following: the University of Tennessee, Knoxville, the University of Tennessee at Martin, the University of Tennessee at Chattanooga, and the University of Tennessee Health Science Center.

“Board” means the Board of Trustees of the University of Tennessee.

SECTION 3. PROCESS

1. The Chancellor shall submit the proposed new or modified strategic plan to the Advisory Board for consideration.
2. The Advisory Board shall consider the proposed strategic plan at a regular or special meeting of the Advisory Board and adopt a recommendation regarding the proposed strategic plan for submission to the President.
3. If the Advisory Board decides not to recommend the plan to the President, the Chancellor shall consider the feedback of the Advisory Board and decide whether to modify the plan before submitting the plan to the President. The Chancellor shall submit any modification of the plan to the Advisory Board for further consideration at a regular or special meeting, and the Advisory Board shall adopt a recommendation regarding the proposed plan, as modified, for submission to the President.

4. The Chancellor shall submit the proposed strategic plan, together with the Advisory Board's recommendation, to the President for review. If the Advisory Board's recommendation is not positive, the Chancellor also shall submit a written explanation of why the Chancellor is submitting the plan to the President without a positive recommendation by the Advisory Board.
5. If the President decides to recommend the proposed plan for approval, the President shall submit the plan and the Advisory Board's recommendation to the Executive Committee of the Board of Trustees, which has responsibility for overseeing and monitoring the strategic planning processes. If the Advisory Board's recommendation is not positive, the President also shall submit a written explanation of why the President is submitting the plan to the Executive Committee without a positive recommendation by the Advisory Board.
6. The Executive Committee shall review the proposed plan and submit a recommendation, together with the recommendations of the Advisory Board and the President, for consideration by the Board of Trustees at its next regular meeting.

History:

Adopted	03/01/2019
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**BOARD OF TRUSTEES
PROCESS FOR THE CAMPUS ADVISORY BOARD TO SUBMIT A
RECOMMENDATION TO THE PRESIDENT ON THE
PROPOSED ANNUAL OPERATING BUDGET AS RELATED TO THE CAMPUS**

SECTION 1. PURPOSE

Under Tennessee law and the Bylaws of the Board of Trustees, the Board is responsible for approving the annual operating budget for the University of Tennessee, including tuition and fees for each campus. Tennessee law requires the campus Advisory Board to submit a recommendation to the President on the proposed annual operating budget, including tuition and fees, as it relates to the campus prior to adoption of the annual operating budget for the University by the Board of Trustees. Tennessee law also requires that the Advisory Board submit the recommendation to the President in accordance with the process established by the Board of Trustees.

SECTION 2. DEFINITIONS

“Advisory Board” means the separate advisory board established under Tennessee Code Annotated § 49-9-501 for each of the following: University of Tennessee, Knoxville, University of Tennessee at Martin, University of Tennessee at Chattanooga, and University of Tennessee Health Science Center.

“Board” means the Board of Trustees of the University of Tennessee.

SECTION 3. PROCESS

1. The Chief Financial Officer shall distribute instructions to Chancellors during the annual budget development process regarding the format and timing of Advisory Board budget recommendations to ensure consistency with the date and agenda of the annual meeting of the Board of Trustees and format of the University’s proposed budget document.
2. In accordance with University fiscal policy and instructions distributed by the system budget office, the Chancellor and campus budget personnel shall develop the campus proposal for revenues, expenditures and transfers, and tuition and mandatory fees (hereinafter “campus proposal”) for inclusion in the proposed annual operating budget for the University.
3. The Chancellor shall present the campus proposal to the Advisory Board in the format and in accordance with the instructions issued by the Chief Financial

Officer (see item 1 above). The Advisory Board shall make a recommendation on the campus proposal at a regular or special meeting of the Advisory Board.

4. The Chancellor shall submit the Advisory Board recommendation on the campus proposal to the President for review, along with the original campus proposal.
5. The President and Chief Financial Officer shall consider the Advisory Board recommendations on the campus proposals while finalizing the annual operating budget proposal for the University. The President has sole authority over the annual operating budget proposal presented by the Chief Financial Officer to the Board of Trustees.
6. The Board shall consider the annual operating budget proposal for the University and act on it in accordance with its Bylaws, applicable policies, and applicable committee charters.

History:

Adopted	03/01/2019
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THE UNIVERSITY OF
TENNESSEE

MARTIN

WHO?

WHEN?

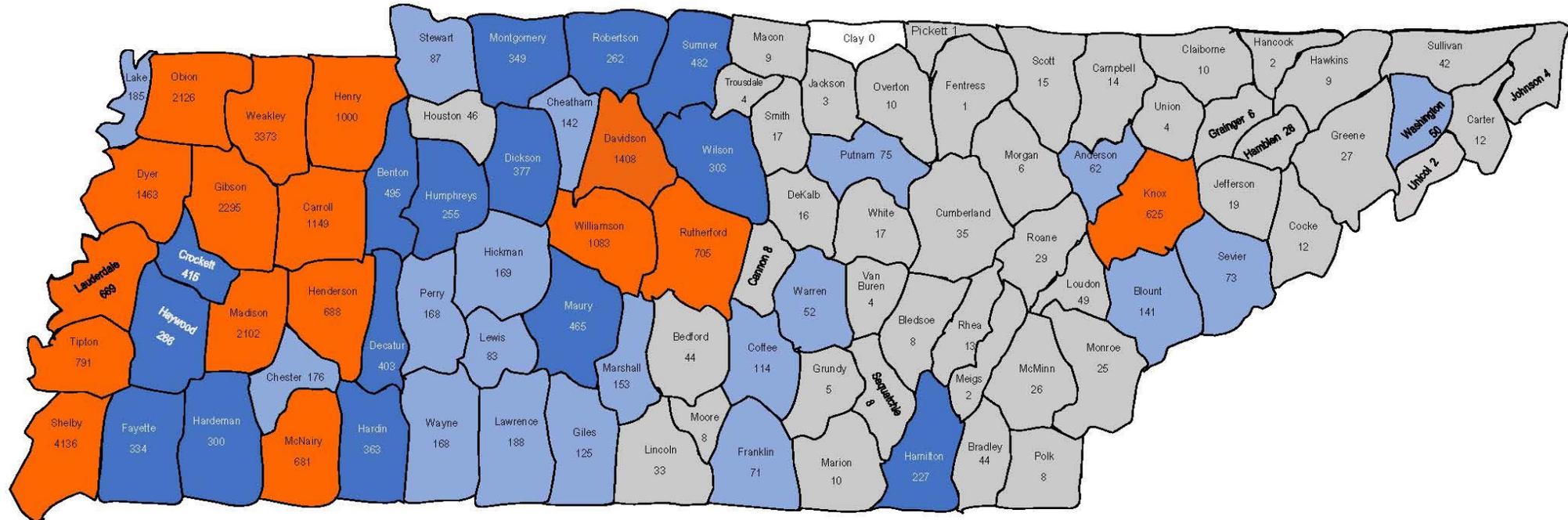
WHY?

WHAT?

WHERE?

THE UNIVERSITY OF TENNESSEE AT MARTIN ALUMNI GEOGRAPHIC DISTRIBUTION BY COUNTY OF RESIDENCE 2018

Total # of Alumni: 42,270



0 Alumni
 1 to 49 Alumni
 50 to 199 Alumni
 200 to 499 Alumni
 > 500 Alumni

32,565 Tennessee Residents

9,144 Residents of Other US States

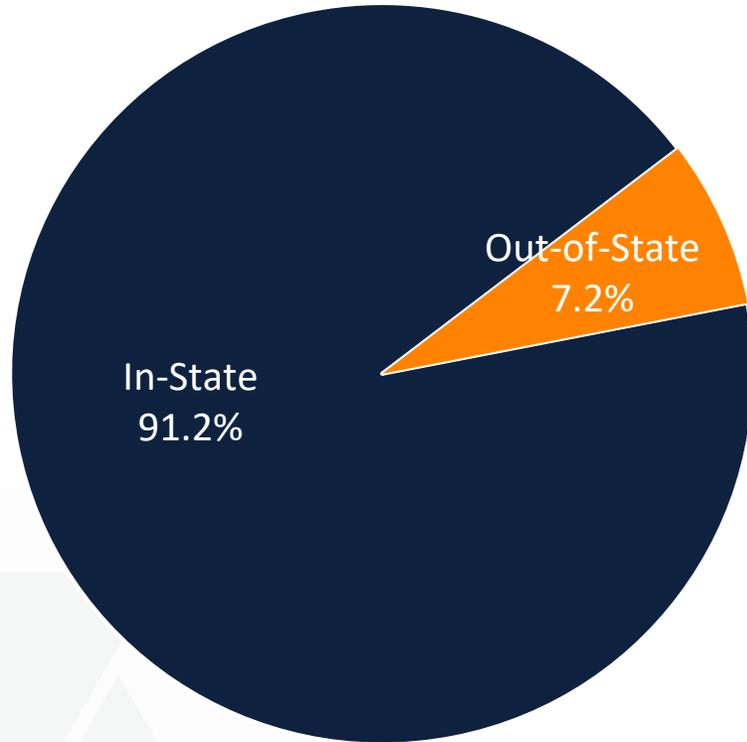
561 Residents of Foreign Countries

Fact Book 2018-2019

Alumni/University Advancement Data



Student Stats

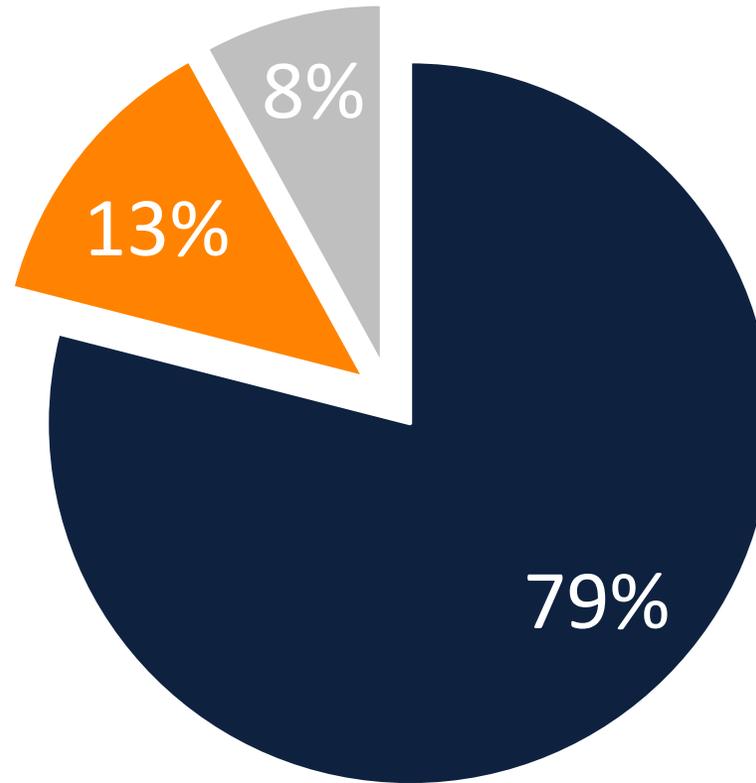


42%



58%

Diversity



■ White ■ African American ■ Other

UF MARTIN

ACT Entering Class

23.5

Another Record

High

State norm 19.6

National norm 20.8

 **MARTIN**

Retention Fall to Fall Freshmen Class

73.7%

2018-2019 Tuition Cost

In-State
\$9,512/year

Out-of-State
\$15,552/year

68% of UTM students graduate with debt.
National average is 65%.

\$27,000 | Average amount students borrowed upon
graduation.

\$28,000 | National average.

WHAT?

Undergraduate

- **Undergraduate Experience**
- **180+ Student Organizations**
- **NCAA Division I Athletics**
- **Compete in the Ohio Valley**

Conference



WHEN?

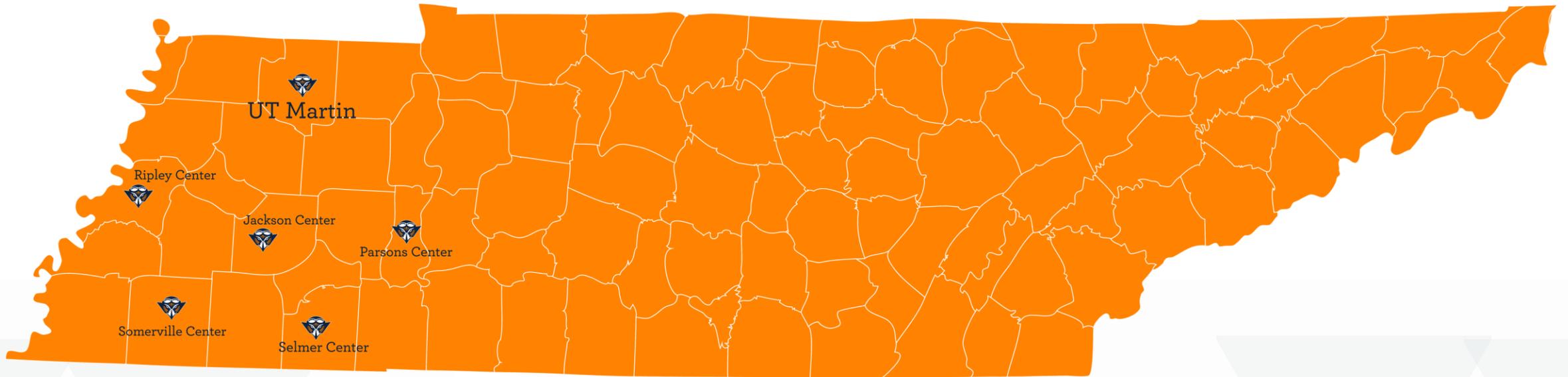
Our Heritage



- **1900: Hall-Moody**
- **1927: The University of Tennessee Junior College**
- **1951: The University of Tennessee Martin Branch**
- **1967: The University of Tennessee at Martin**

WHERE?

West Tennessee



UT MARTIN

Martin Campus



UF MARTIN

WHY?

Our Product Succeeds

37%

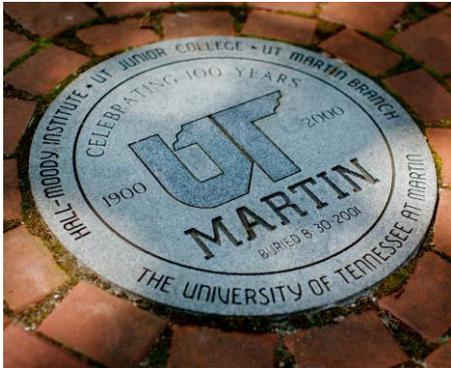
First Generation

UF MARTIN

Our Product Succeeds



Traditions



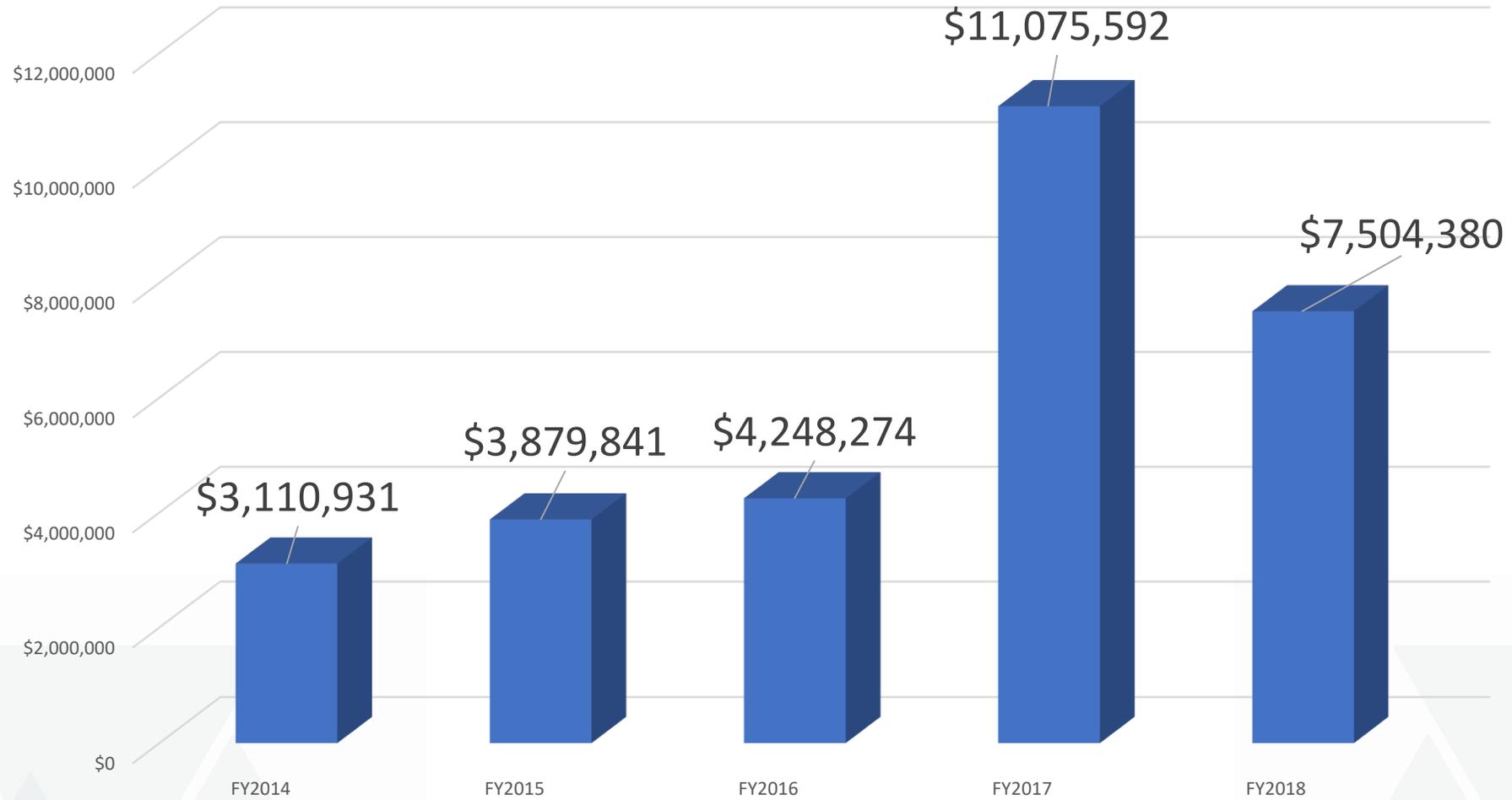
UT Martin Campaign

- **Scholarships – The Chancellor’s Academic Excellence Fund**
- **The Innovation & Product Realization Facility (The Garage)**
- **Fine Arts Concert Hall – Phase II**
- **Ned Ray McWherter Institute**
- **Athletic Indoor Facility**
- **College of Agriculture & Applied Sciences**
- **UT Promise Scholarship Program**

GonserGerber^{LLP}
Advancement Consultants

 **MARTIN**

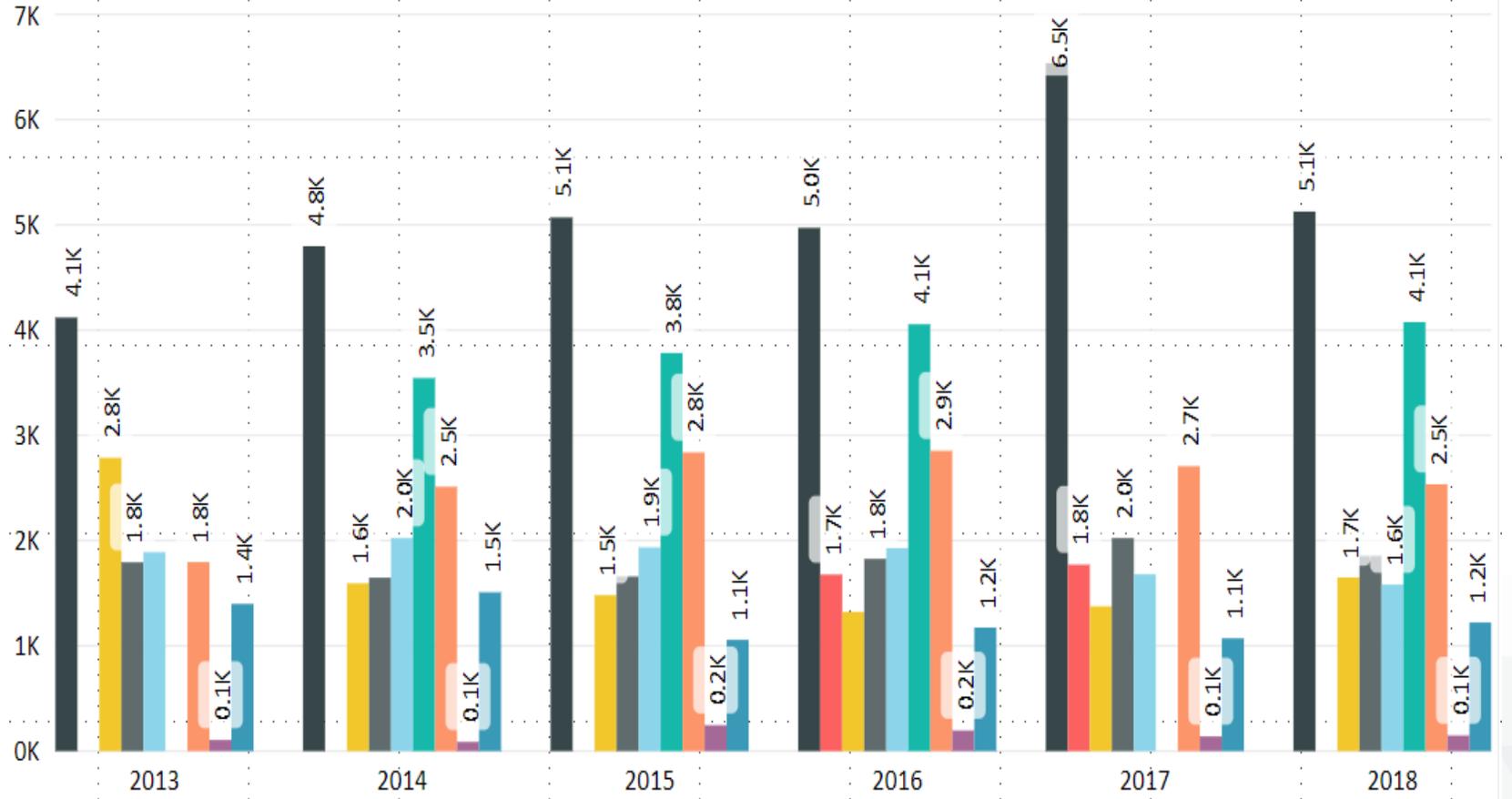
UTM Five-Year Fundraising Average



Alumni Donors by Institution

Institution

- Arkansas State University-Main Campus (Jonesboro, AR)
- Arkansas Tech University (Russellville, AR)
- Austin Peay State University (Clarksville, TN)
- Frostburg State University (Frostburg, MD)
- Midwestern State University (Wichita Falls, TX)
- Morehead State University (Morehead, KY)
- University of Tennessee-Martin (Martin, TN)
- University of Texas at Tyler (Tyler, TX)
- West Texas A&M University (Canyon, TX)



Fiscal Year

2018

School

- Aspirational
- Peer

CAE Average Alumni Participation Rate

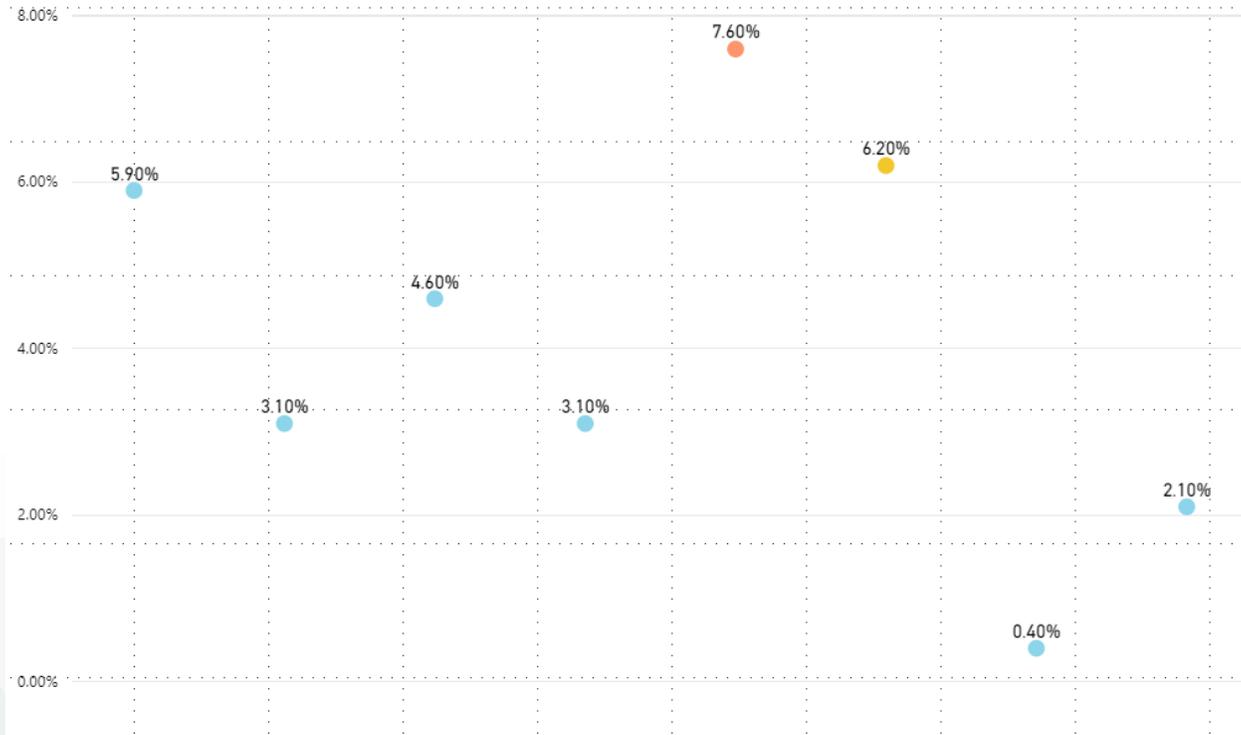
4.13%

UT Campus CAE Alumni Participation Rate

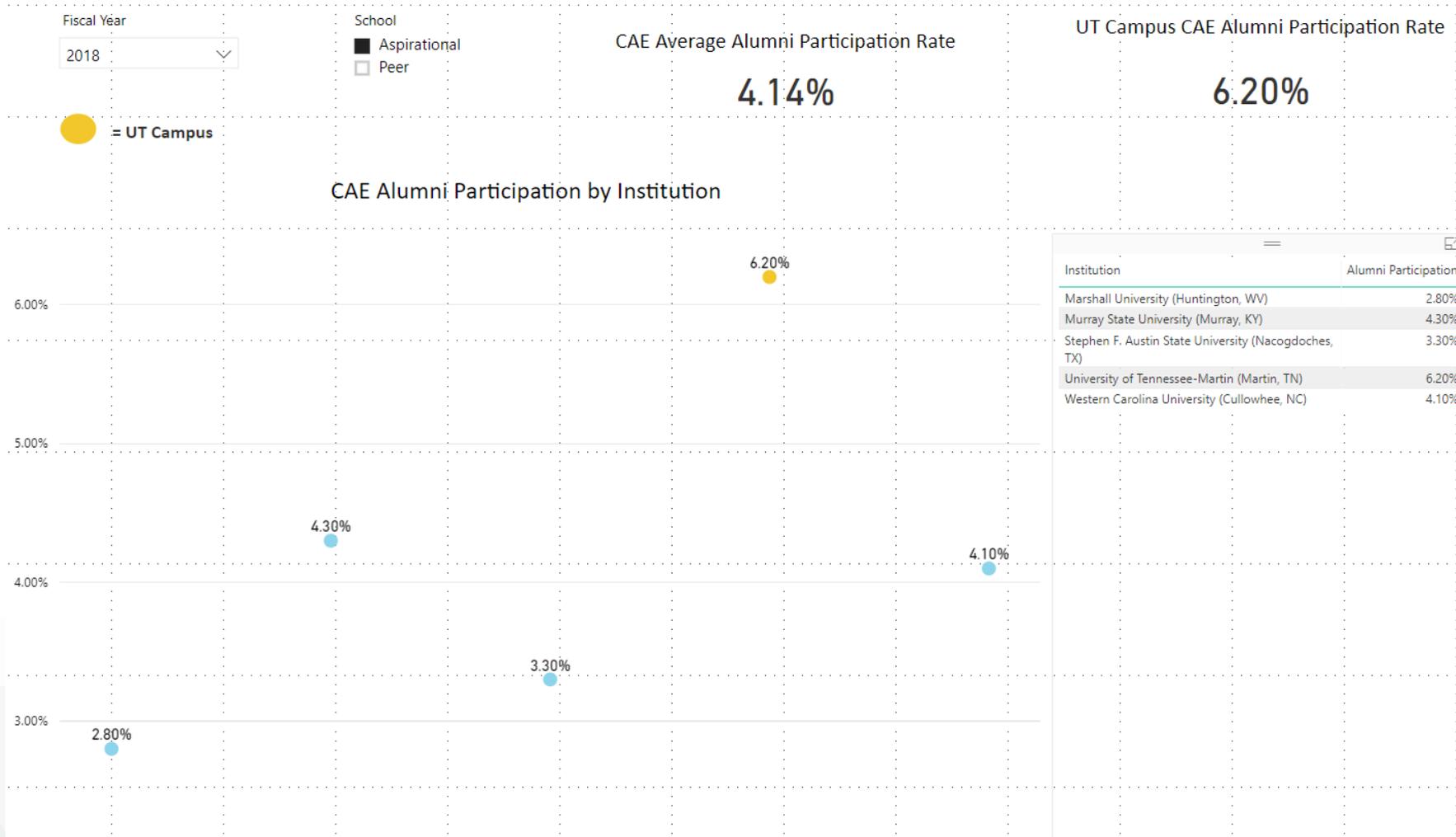
6.20%

● = UT Campus

CAE Alumni Participation by Institution



Institution	Alumni Participation
Arkansas State University-Main Campus (Jonesboro, AR)	5.90%
Austin Peay State University (Clarksville, TN)	3.10%
Frostburg State University (Frostburg, MD)	4.60%
Midwestern State University (Wichita Falls, TX)	3.10%
Morehead State University (Morehead, KY)	7.60%
University of Tennessee-Martin (Martin, TN)	6.20%
University of Texas at Tyler (Tyler, TX)	0.40%
West Texas A&M University (Canyon, TX)	2.10%





Our UTM Team

14 Staff | 5 Fundraisers | 4 Alumni



UF MARTIN

Our UTM Team



UF MARTIN



THE UNIVERSITY OF
TENNESSEE

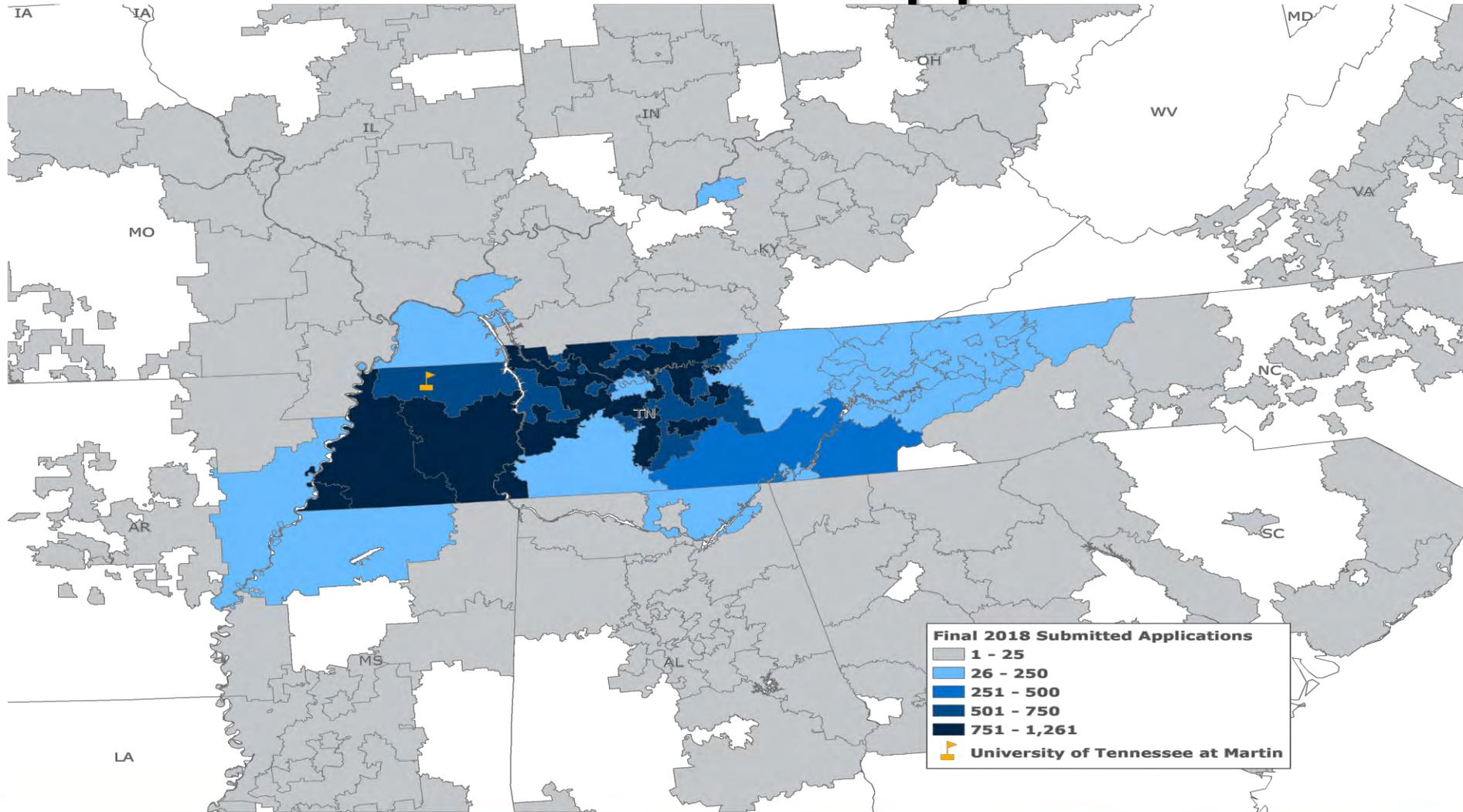
MARTIN

Enrollment Management

Summer 2019 and Beyond

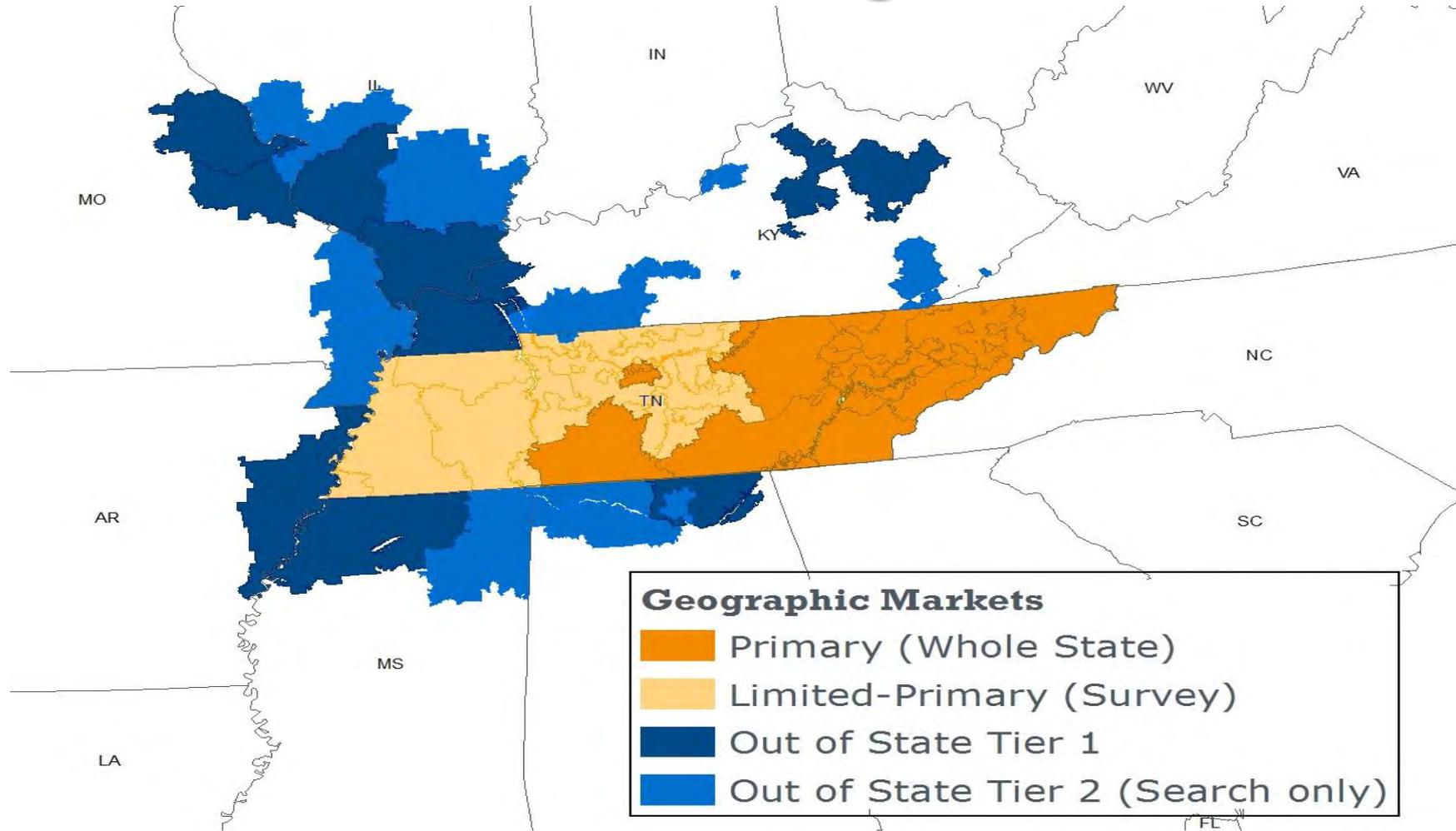
April 24, 2019

Fall 2018 Freshman Applications



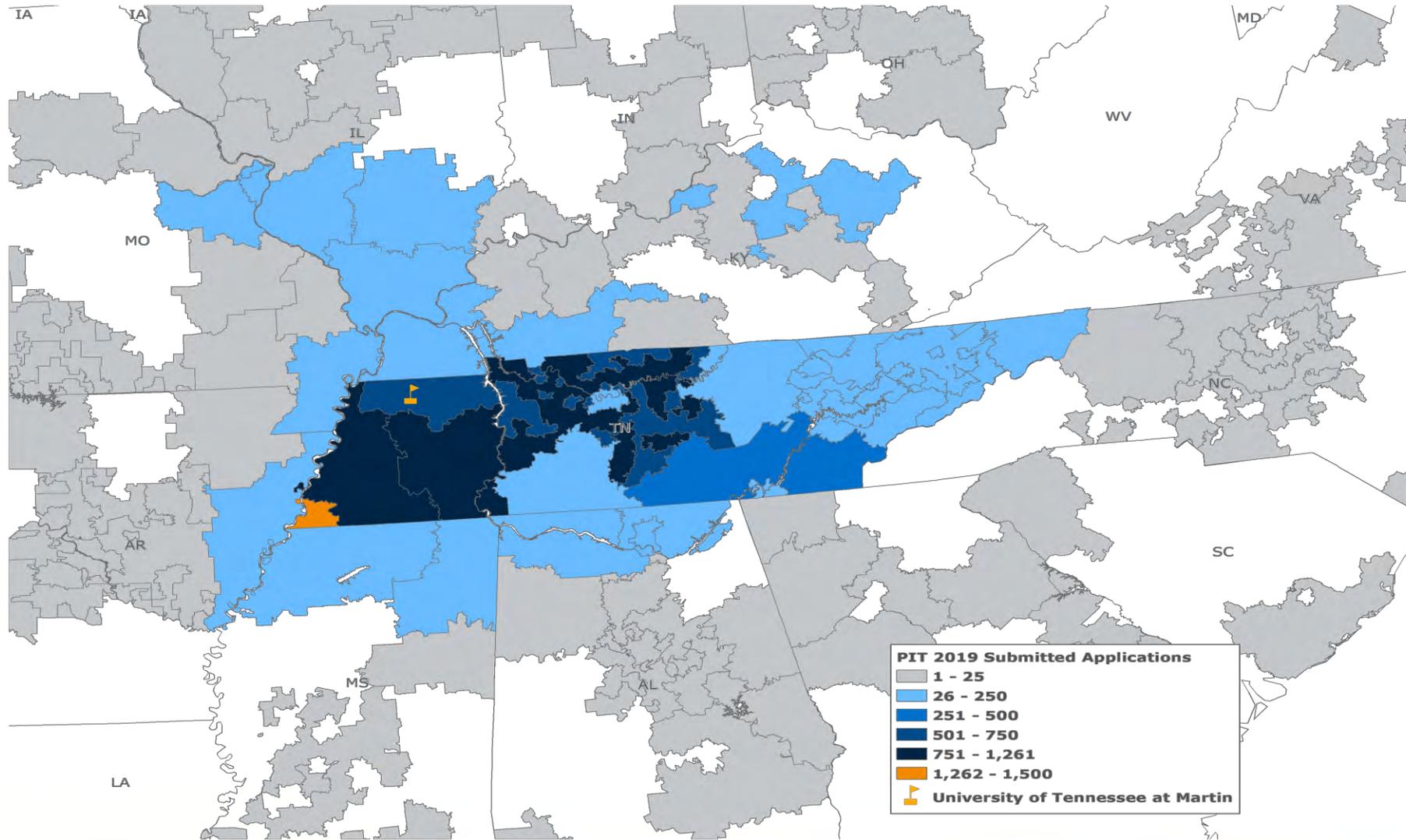
7,705
applications
submitted in
total

UT Martin Marketing Reach- Fall 2019



50,000 students contact annually- combination of high school sophomores, juniors, and seniors

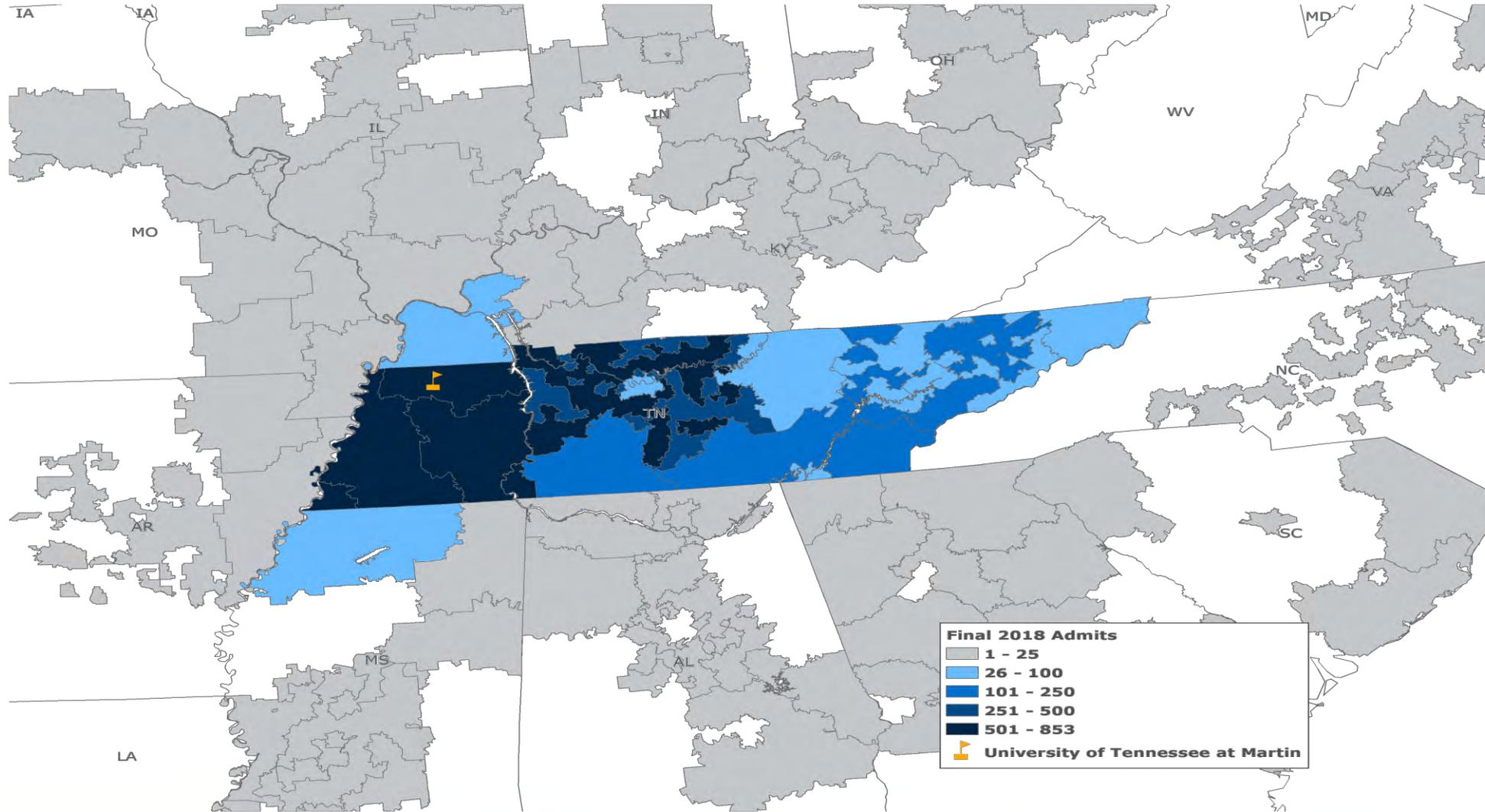
Fall 2019 Freshman Applications



Applications
as of 4/4/19:
8,778

+1,073

Fall 2018 Admitted Freshmen

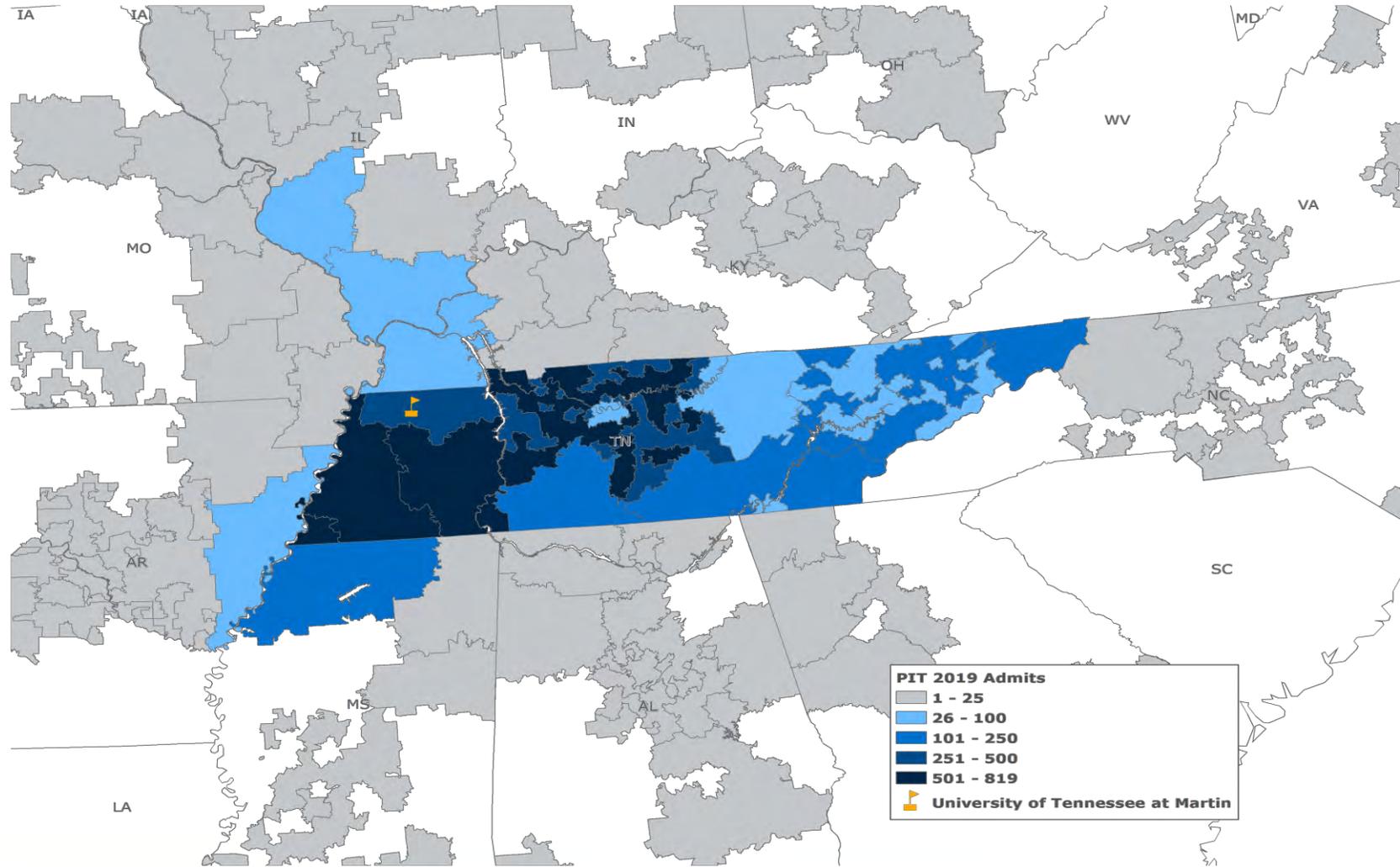


Goal:
4,813

Admitted:
5,533

Enrolled:
1,124
(Goal:
1,078)

Fall 2019 Admitted Freshmen

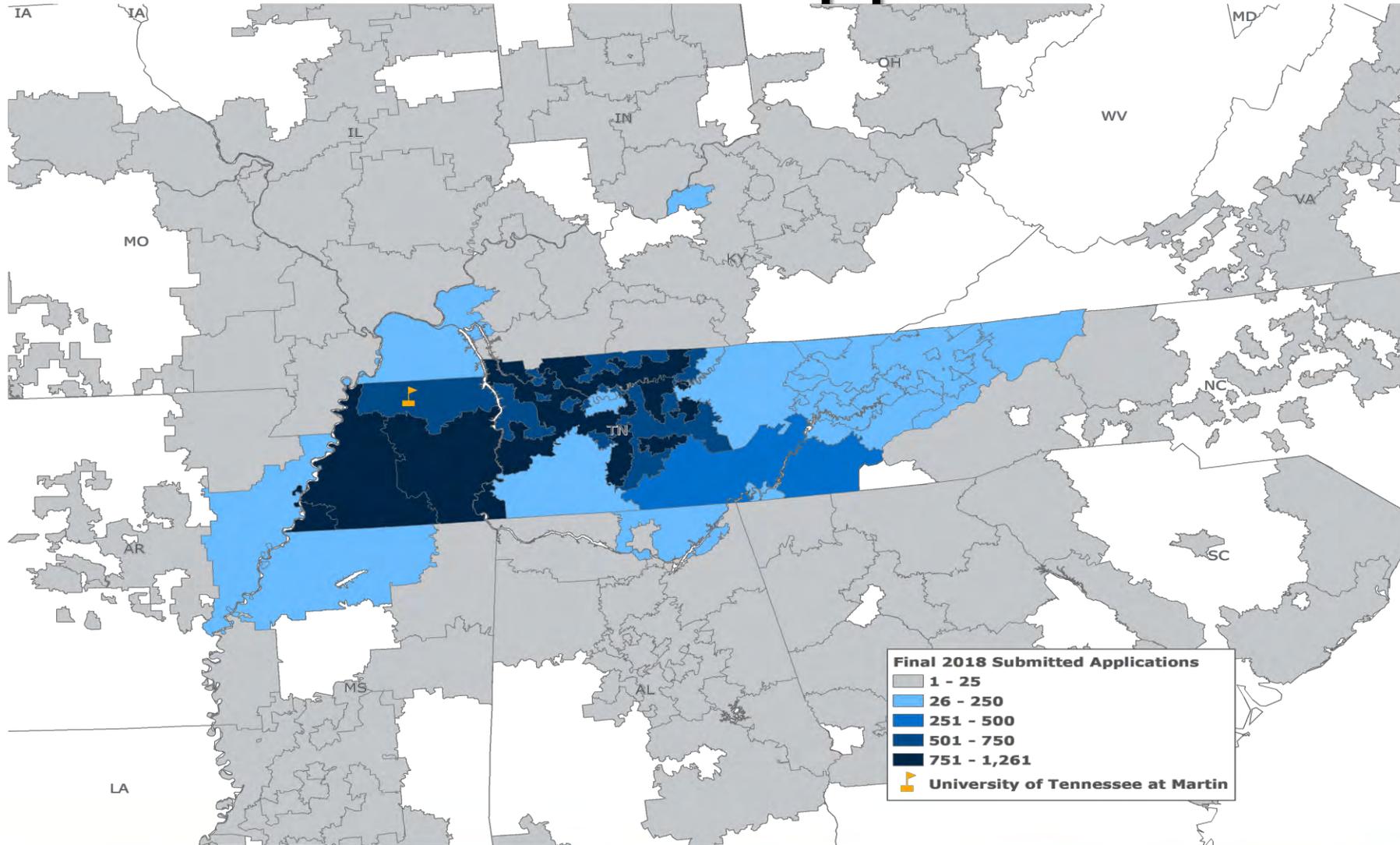


Goal:
6,000

Admitted as of
4/4/19: 5,707

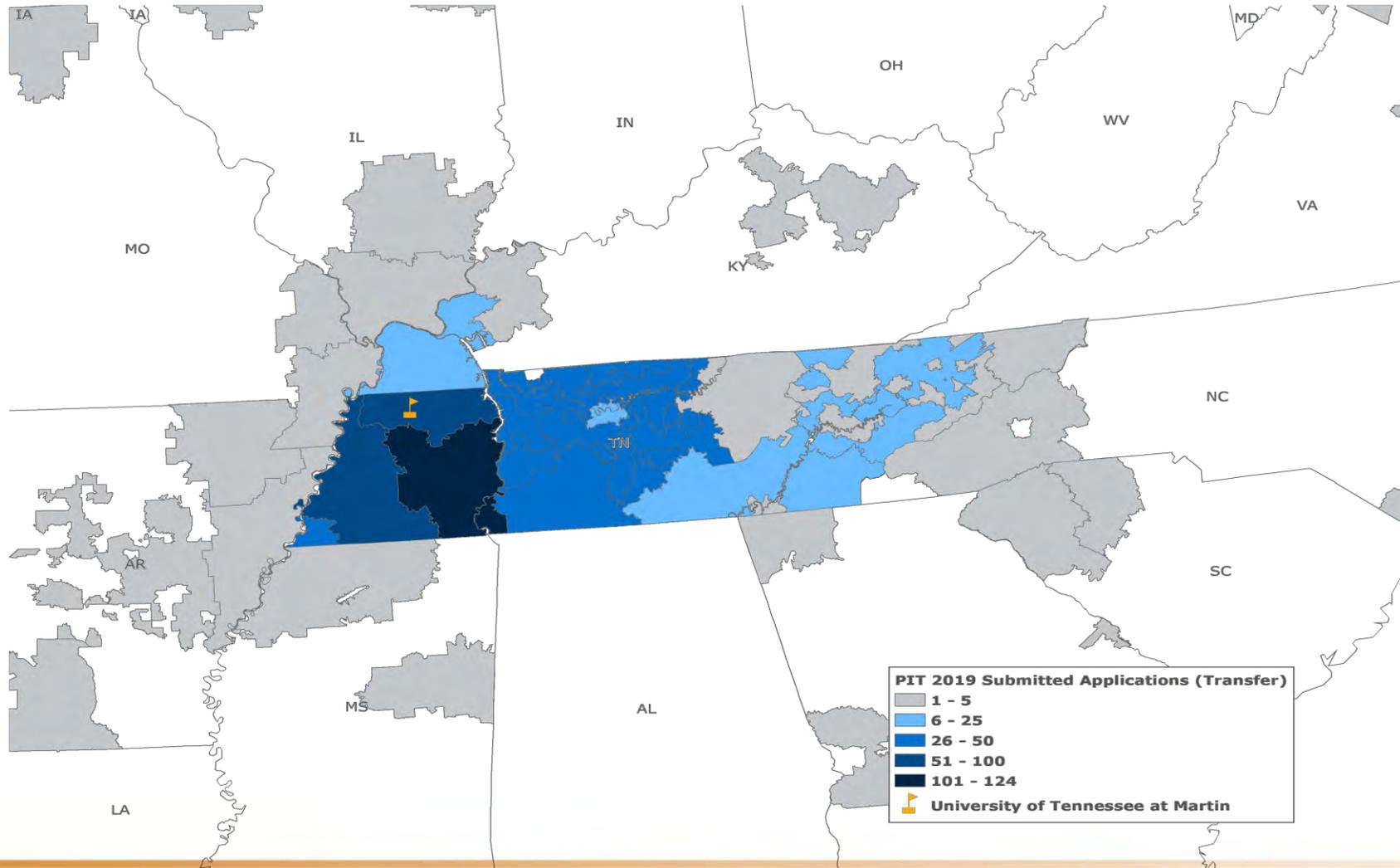
Confirmed as of
4/4/19:
1,102
(Enrolled Goal:
1,158)

Fall 2018 Transfer Applications



1,159
applications
submitted in
total

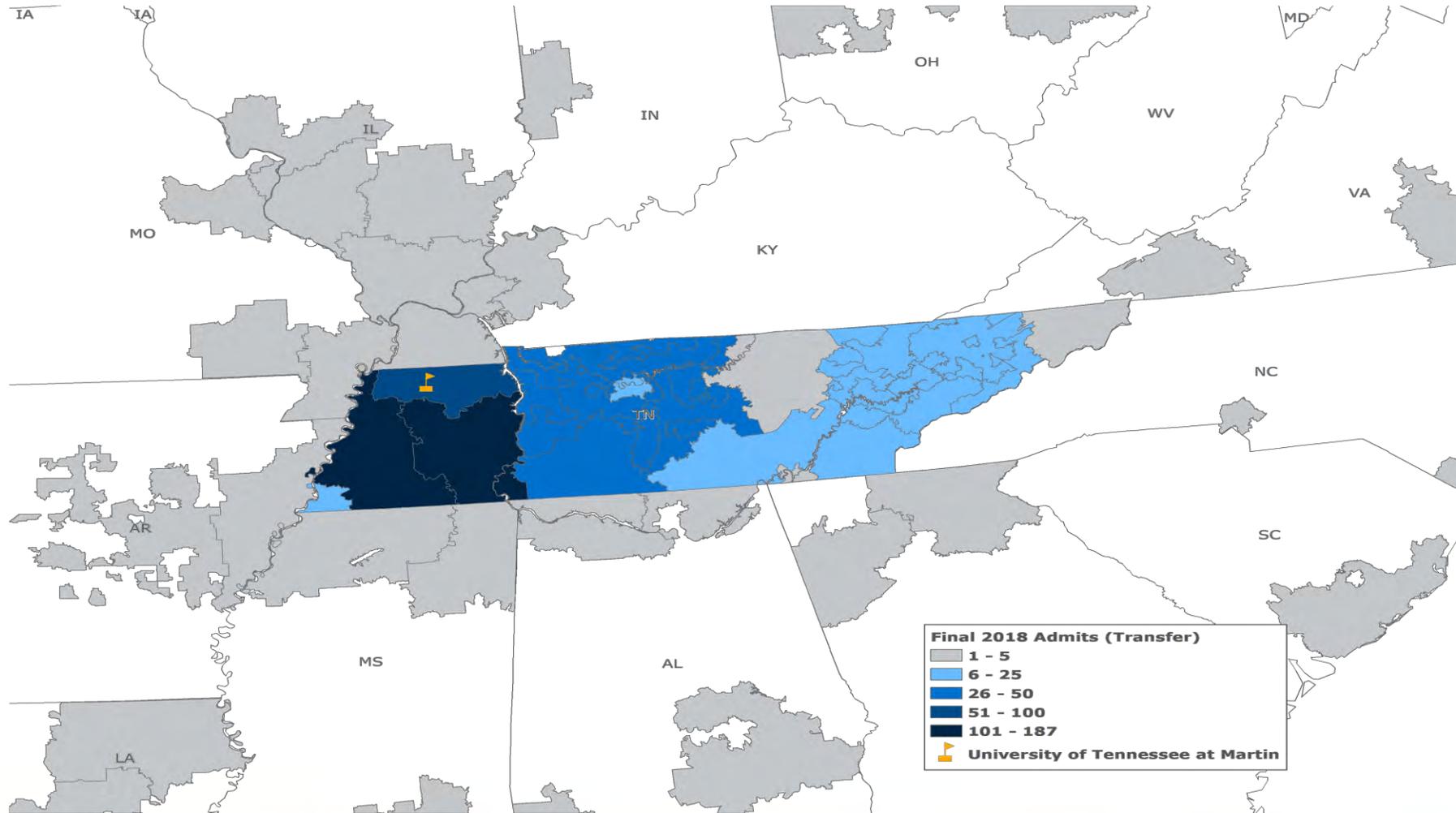
Fall 2019 Transfer Applications



Applications
as of 4/4/19:
606

- 16
(point-to-point)

Fall 2018 Admitted Transfer

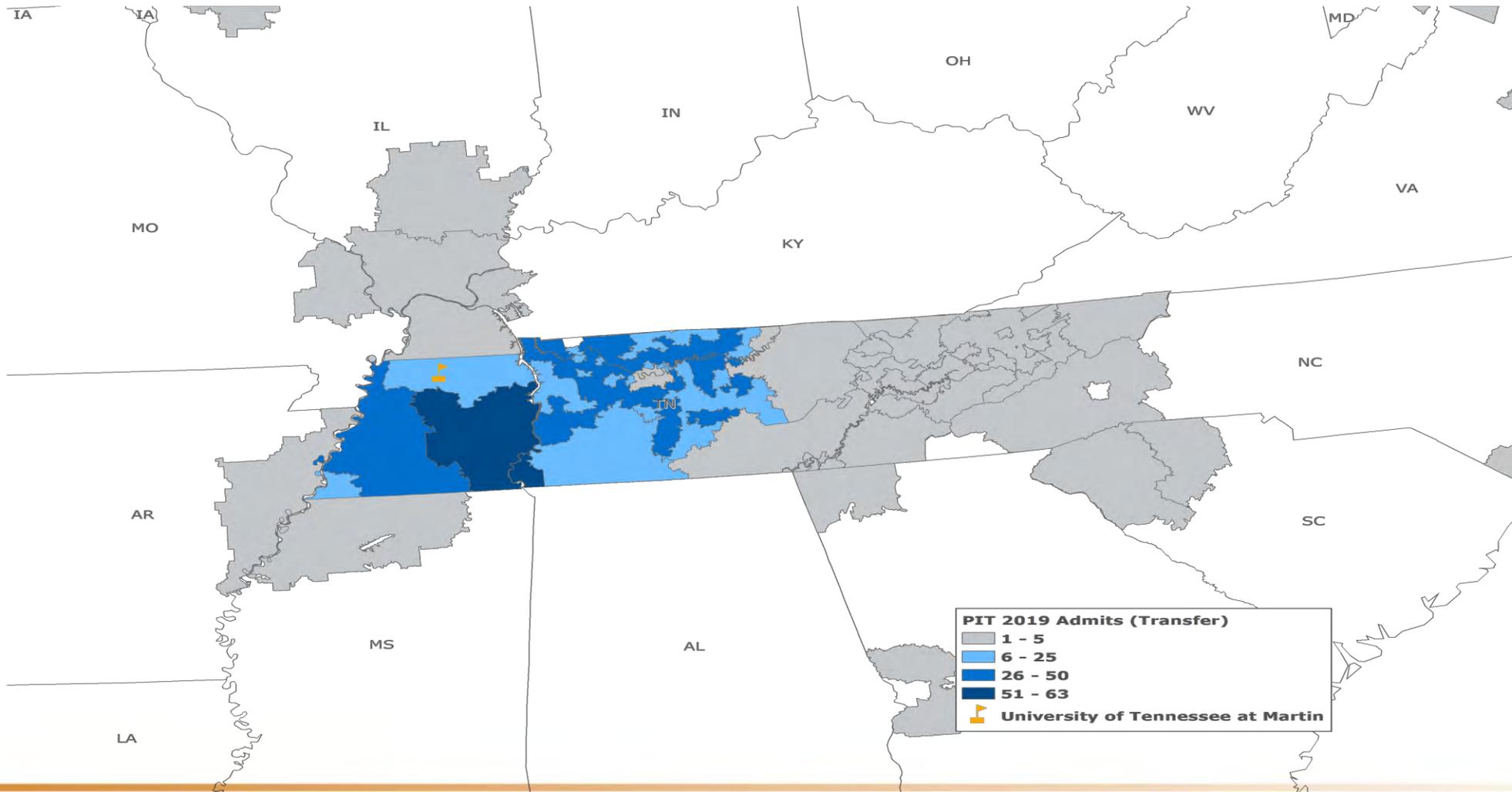


Goal:
857

Admitted:
725

Enrolled:
474

Fall 2019 Admitted Transfers



Goal:
725

Admitted as
of 4/4/19:
296

Confirmed:
171
(Goal:
474)

Strategic Enrollment Plan

March 2019 – November 2020

- Partnering with Ruffalo Noel-Levitz
- Focus: Undergraduate, Graduate, Centers, Online, Retention, Progression, Graduation

Phases

- Data Collection and Analyzation
- Strategy Development
- Goal and Tactics Development
- Limited Implementation
- Full Implementation



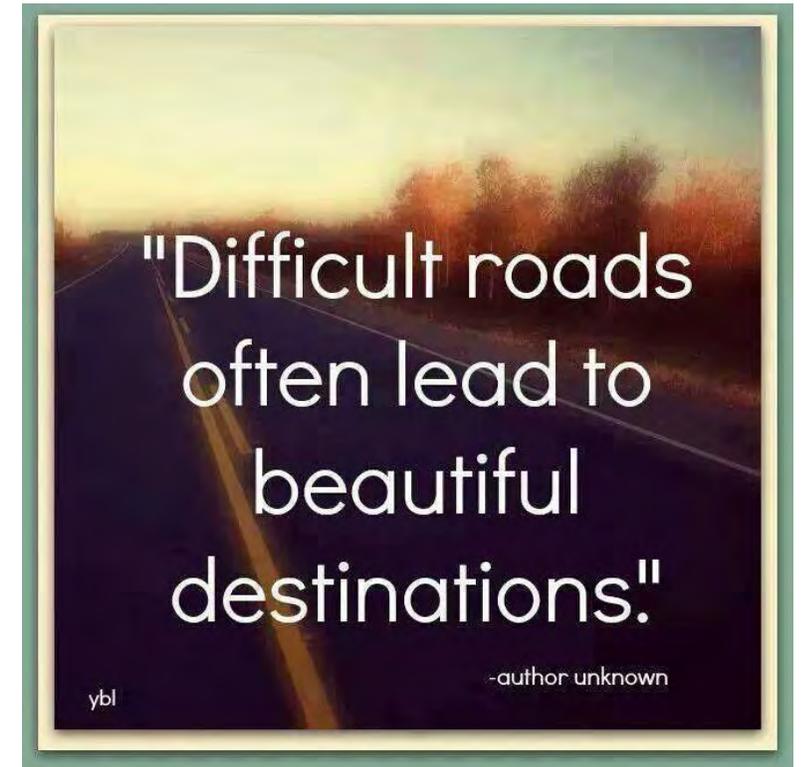
Transfer Student Boot Camp

Summer 2019

- Financial assistance from THEC
- Planning committee includes transfer students
- Very early stages

Learning Outcomes

- Sense of Belonging
- Navigate Campus Resources
- Personal and Professional Relationships
- Awareness of Involvement Opportunities
- Introduced to Transfer Champions



Access & Diversity

- Red Carpet Event
- REACH Memphis

- Harold Conner Scholarship
- Coleman Opportunity Scholarship

- Split position with Admissions and Student Affairs



Stop-out Students

- ReUp Education
- Approach
- Funding



Enrollment Management

Summer 2019 and Beyond

April 24, 2019

THE UNIVERSITY OF TENNESSEE AT MARTIN
ADVISORY BOARD

ACTION ITEM

DATE: April 24, 2019

ITEM: Approval of Campus Recommendation of Annual Operating Budget

RECOMMENDATION: Approval

Under Tennessee law and the Bylaws of the UT Board of Trustees, the UT Board is responsible for approving the annual operating budget for the University of Tennessee, including tuition and fees for each campus. Tennessee law further requires the campus Advisory Board, in accordance with the process established by the Board of Trustees, to submit a recommendation to the President on the proposed annual operating budget, including tuition and fees, as it relates to the campus. The President and Chief Financial Officer will consider the Advisory Board recommendation on the campus proposal while finalizing the annual operating budget proposal for the University. If the Advisory Board's recommendation differs from the campus proposal, both will be presented to the President and considered in finalizing the annual operating budget to be presented to the Board of Trustees.

In accordance with UT Board's approved process, University fiscal policy, and instructions distributed by the System budget office, the Chancellor and campus budget personnel have developed the proposed campus annual operating budget included in the meeting materials, inclusive of revenues, expenditures and transfers, and tuition and mandatory fees. The Chancellor requests that the Advisory Board recommend the proposed budget as presented to the President with the understanding that relatively minor adjustments in calculations (no more than 5%) will be made, if necessary, prior to submission to the President. Any necessary adjustments will be reported to the Advisory Board when the recommendation is submitted to the President.

Motion: I move that the Advisory Board recommend the proposed campus operating budget for FY 2019-20 to the President as presented in the meeting materials; provided that the Chancellor is authorized to make any relatively minor adjustments (no more than 5%) to calculations, if necessary, prior to submission to the President and to report any such adjustments to the Advisory Board at the time of submission to the President.

University of Tennessee Martin
Fiscal Year 2019-20 Advisory Board Operating Budget Recommendation

Revised Submission - 05/15/19

Proposed Current Operating Fund Budgets

Fund Group	Revenues	Expenditures & Transfers
Unrestricted Educational & General (E&G) Funds	\$102,433,331	\$102,433,331
Unrestricted Auxiliary Funds	\$10,546,410	\$10,546,410
Subtotal: Unrestricted Funds	\$112,979,741	\$112,979,741
Restricted Funds	\$33,576,594	\$33,576,594
Total Current Operating Funds	\$146,556,335	\$146,556,335

Proposed Tuition & Fees

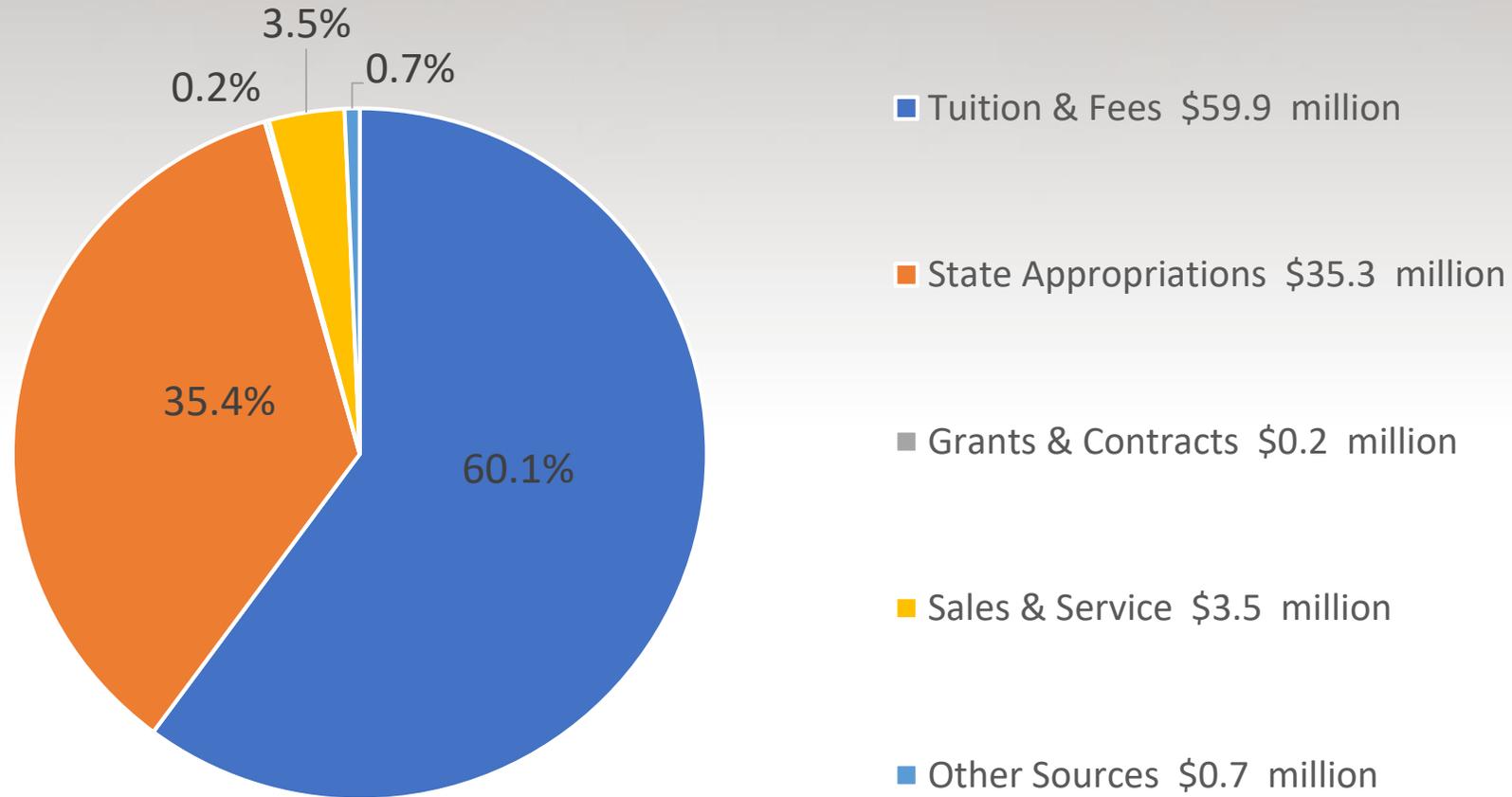
Tuition & Mandatory Fees	In-State: Amount	In-State: %-change	Out-of-State: Amount	Out-of-State: %-change	International: Amount	International: %-change
Undergraduate Maintenance Fee	\$8,214	2.0%	\$14,254	1.1%	\$22,158	0.7%
Undergrad. Tuition & Mandatory Fees	\$9,750	2.5%	\$15,790	1.5%	\$23,694	1.0%
Graduate Maintenance Fee	\$9,096	2.0%	\$15,136	1.2%	\$23,040	0.8%
Graduate Tuition & Mandatory Fees	\$10,618	2.5%	\$16,658	1.5%	\$24,562	1.0%

The Chancellor shall submit the Advisory Board recommendation and the Chancellor's original budget recommendation to the President for review no later than May 22, 2019.

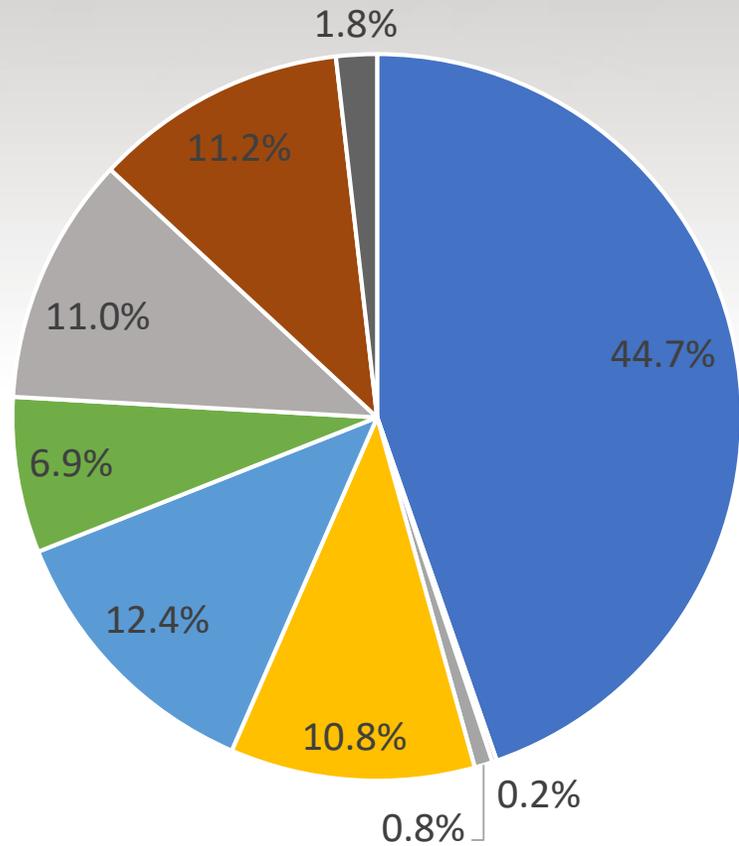
The University of Tennessee at Martin Campus Advisory Board Budget Overview

April 24, 2019

FY 2019 Base E&G Revenue - \$99.6M



FY 2019 Base E&G Expenditures - \$99.6M



- Instruction \$44.5 million
- Research \$0.2 million
- Public Service \$0.8 million
- Academic Support \$10.8 million
- Student Services \$12.4 million
- Institutional Support \$6.9 million
- Op/Maint Physical Plant \$11.0 million
- Scholarships/Fellowships \$11.2 million
- Other Expenditures \$1.8 million

State Appropriations Formula Funding

- Prior to 2010, the state's higher education funding was based on enrollment
- In 2010, the Complete College TN Act mandated a new formula
- Tennessee Higher Education Commission (THEC) convened a Formula Review Committee
- New formula was created based on core outcomes

State Appropriations Formula Outcomes

- Students accumulating 30, 60, and 90 hours
- Number of degrees awarded
- Research and service
- Degrees per 100 FTE
- 6-year graduation rate

FY 2019-20 Governor's Budget Highlights

- Formula funding of \$717,900 (salary pool to be funded from this)
 - Outcome growth \$1,709,500
 - Formula performance reduction -\$991,600
 - Net increase \$717,900
- Share of the UT System's \$10 million for safety and security

AY 2019-2020 Proposed Appropriations

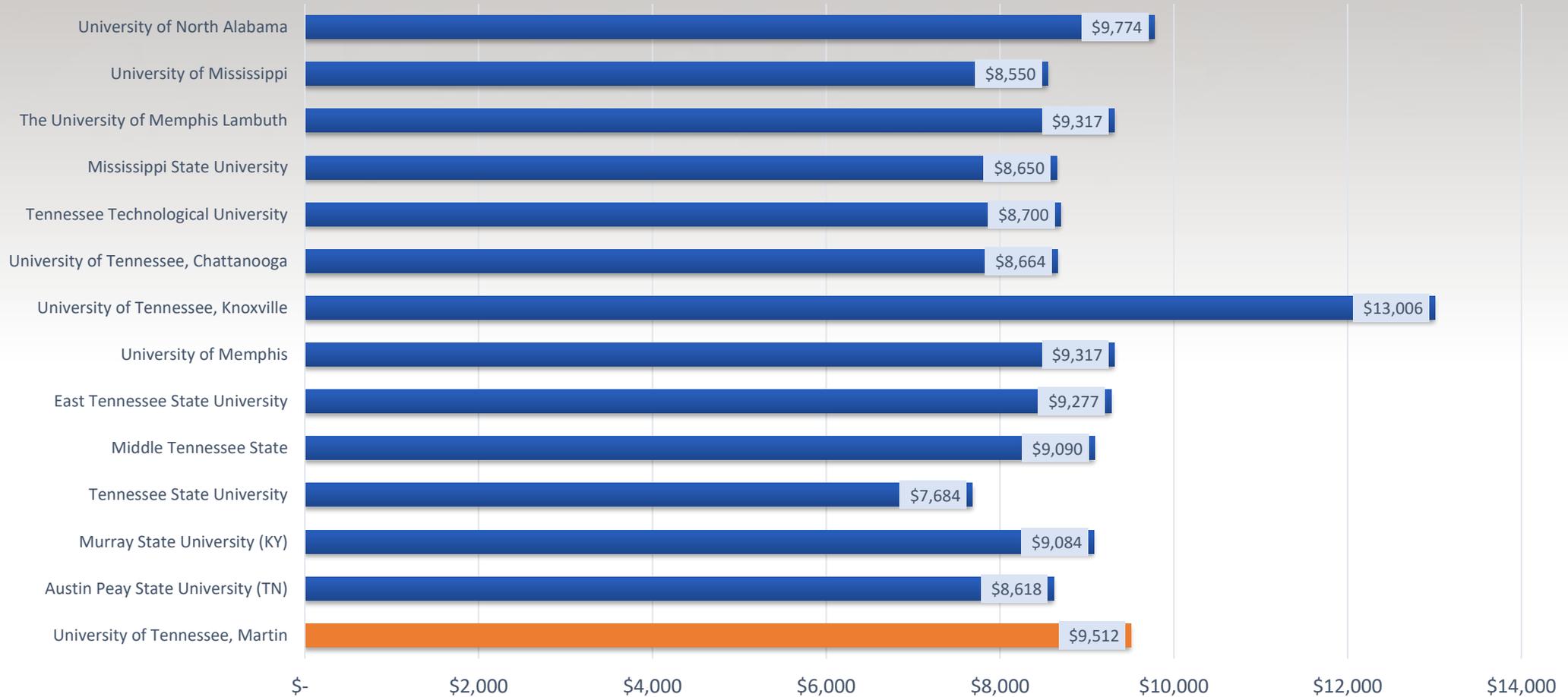
FY 2019 base appropriations	\$34,698,100
Formula changes	<u>\$717,900</u>
FY 2020 proposed appropriations*	\$35,416,000

*excludes centers of excellence and access & diversity funds

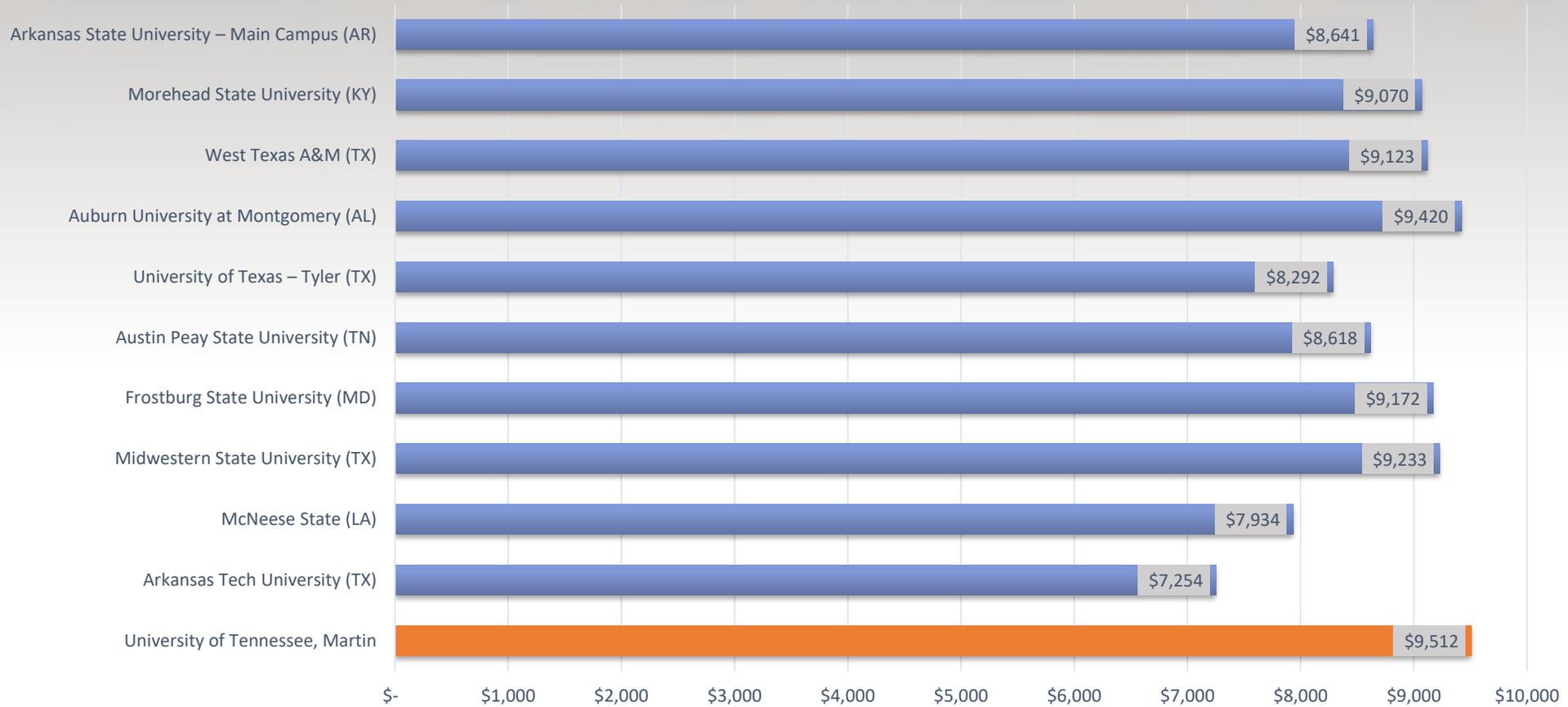
Tuition and Fees

- AY 2018-19 Mandatory Fees
 - Student Programs and Student Services (Student Activity, Green, and Debt Service) \$1,046
 - Technology \$ 250
 - Publications (full-time undergraduates only) \$ 14
 - Facilities \$ 150

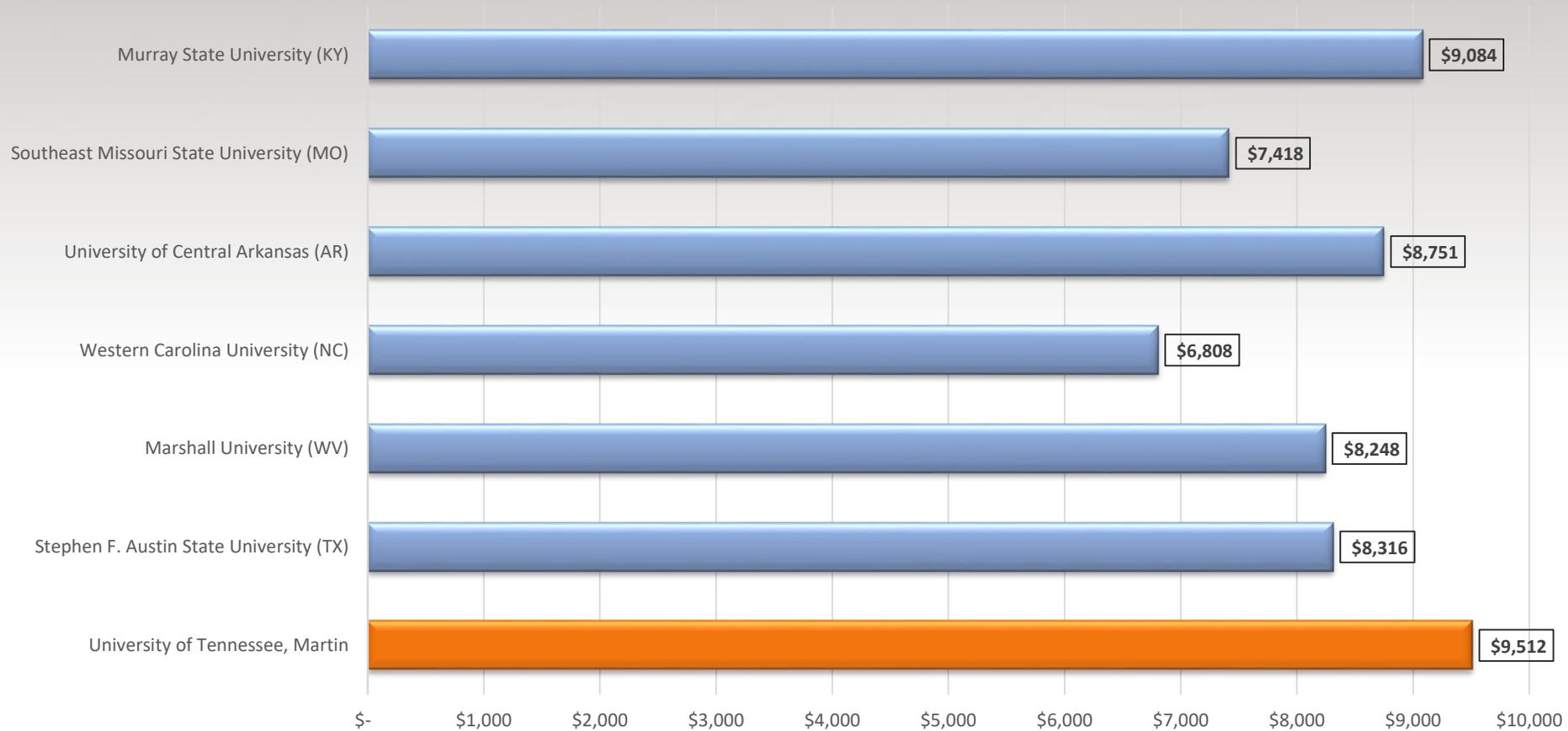
Admissions Peers: In-state Tuition and Fees AY 2018-19



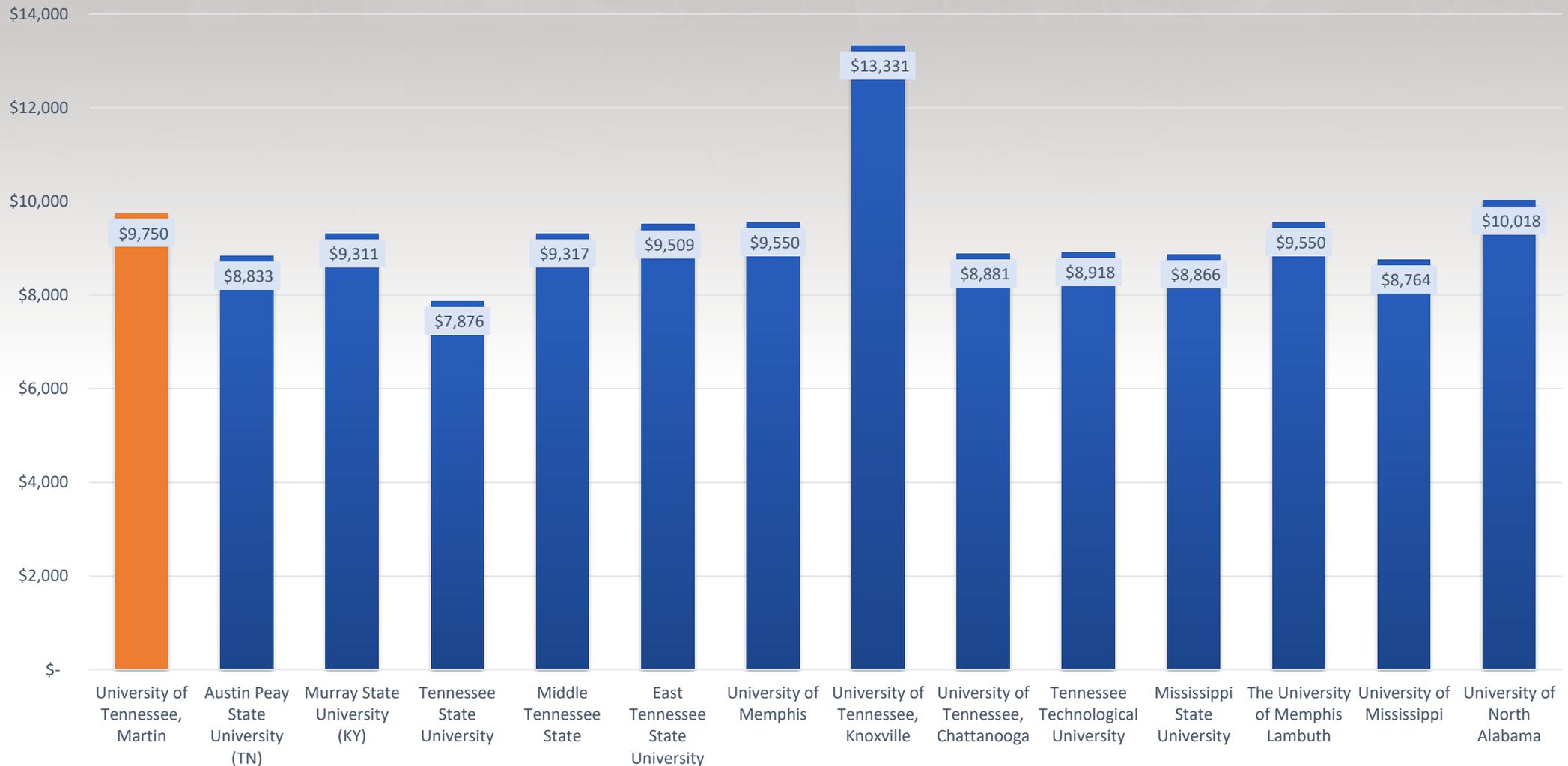
Comparable Peers: In-state Tuition and Fees AY 2018-19



Aspirational Peers: In-state Tuition and Fees AY 2018-19



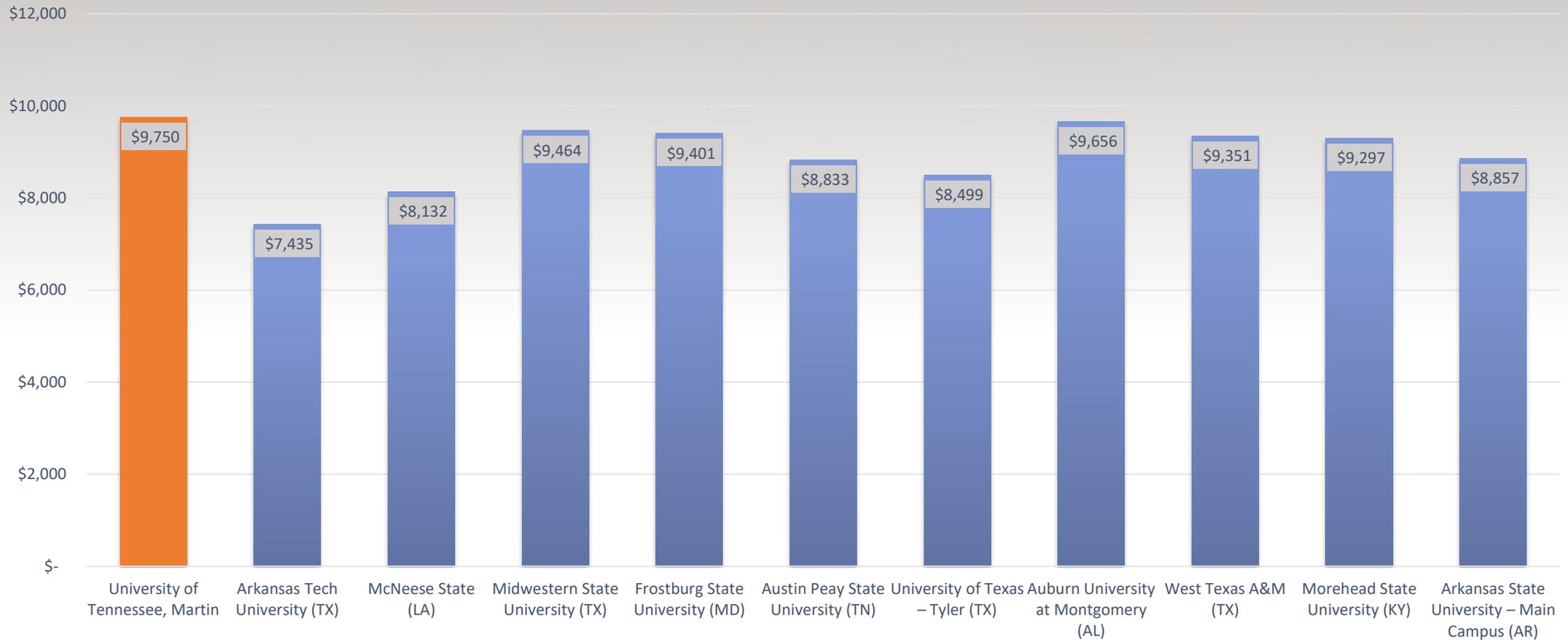
Admissions Peers: In-state Tuition and Fees Proposed AY 2019-20



Note: Assumes all institutions have a 2.5% increase



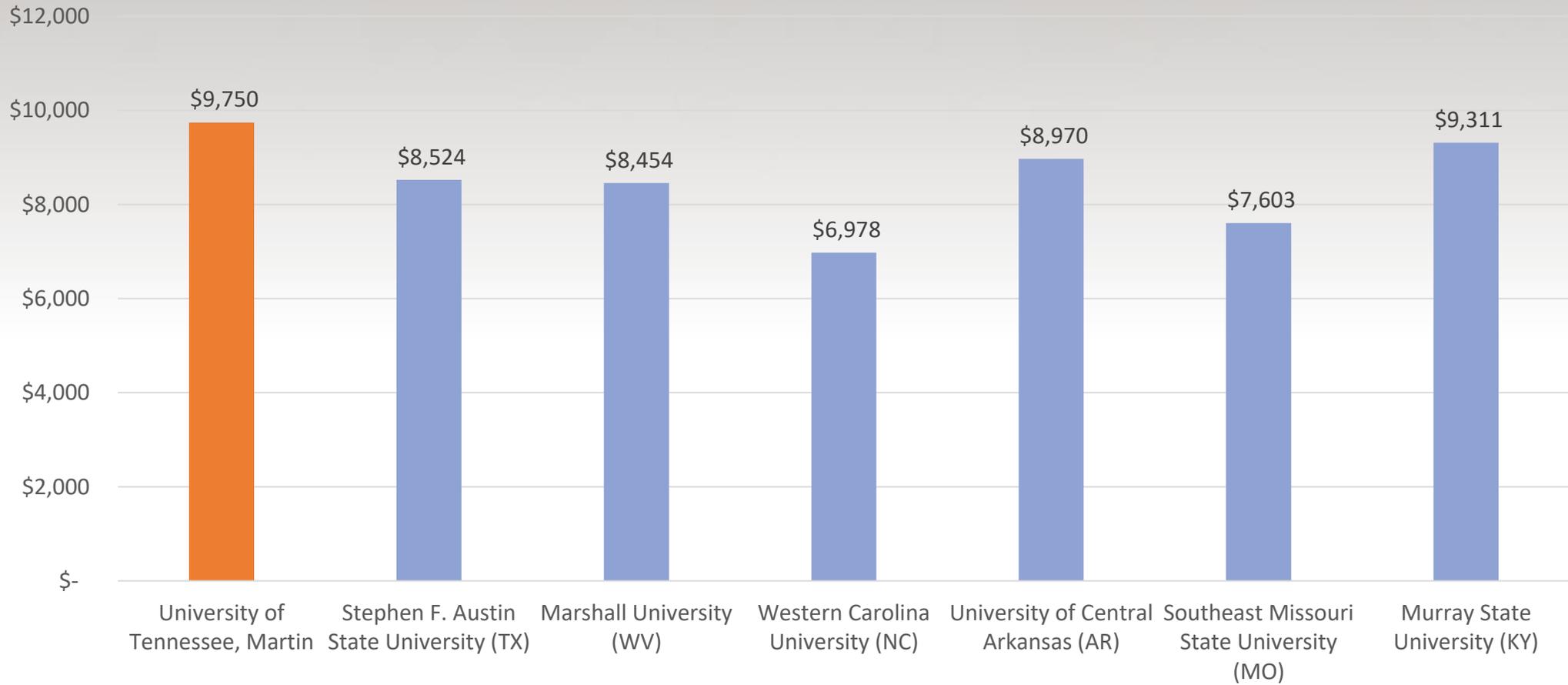
Comparable Peers: In-state Tuition and Fees Proposed AY 2019-20



Note: Assumes all institutions have a 2.5% increase



Aspirational Peers: In-state Tuition and Fees Proposed AY 2019-20



Note: Assumes all institutions have a 2.5% increase



AY 2019-20 Proposed Tuition and Fees

Tuition & Mandatory Fees	In-State: Amount	In-State: %-change	Out-of-State: Amount	Out-of-State: %-change	International: Amount	International: %-change
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Undergrad. Tuition & Mandatory Fees	\$9,750	2.5%	\$15,790	1.5%	\$23,694	1.0%
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FY 2019-20 Proposed Current Operating Fund Budgets

Fund Group	Revenues	Expenditures & Transfers
Unrestricted Educational & General (E&G) Funds	\$101,300,923	\$101,300,923
Unrestricted Auxiliary Funds	\$11,074,090	\$11,074,090
Subtotal: Unrestricted Funds	\$112,375,013	\$112,375,013
Restricted Funds	\$34,932,389	\$34,932,389
Total Current Operating Funds	\$147,307,402	\$147,307,402