

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