

**THE UNIVERSITY OF TENNESSEE AT CHATTANOOGA  
ADVISORY BOARD MEETING**

1:00 p.m. ET  
Tuesday  
May 14, 2019

Foundation Room - University Center  
615 McCallie Avenue  
Chattanooga, Tennessee

**ORDER OF BUSINESS**

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## **I. CALL TO ORDER AND ROLL CALL**

Chair Fred Decosimo called the meeting to order at 1:00 pm. Ms. Terry Denniston, Secretary, called roll. The following Board members were present:

Muecke Barker  
Fred Decosimo (Chair)  
Serina Desai  
Carole Hoffman  
Scott LeRoy  
JuJuan Lewis  
Gretchen Potts

A quorum was present.

Others in attendance included: Dr. Steven Angle, UTC Chancellor; Dr. Richard Brown, UTC Executive Vice Chancellor of Finance and Administration; Dr. Yancy Freeman, UTC Vice Chancellor of Enrollment Management, Student Success and Student Affairs; Dr. George Hynd, Interim Provost and Senior Vice Chancellor for Academic Affairs; Mr. Tyler Forrest, Associate Vice Chancellor for Administration and Finance; Mr. Yousef Hamadeh, University Assistant General Counsel; Ms. Holly Bentley, Paralegal, Office of the General Counsel; Ms. Stephanie Rowland, Title IX Coordinator; Mr. Chris Sherbesman, Executive Director of Budget and Finance; Mr. Benjamin Smith, incoming student member of the Advisory Board; and Ms. Gina Stafford, Assistant Vice Chancellor for Communications and Marketing.

## **II. OPENING REMARKS**

Chair Decosimo invited Chancellor Angle to make opening remarks. Chancellor Angle thanked everyone for being at the meeting. He noted that the University had celebrated its commencement ceremonies last week. He congratulated Mr. JuJuan Lewis on his graduation and thanked him for his service as SGA President and as the inaugural student member of the Board. Chancellor Angle also noted that Mr. Benjamin Smith, incoming student member of the Board, was present and asked him to introduce himself. Mr. Smith expressed his eager anticipation to serving on the Board and invited the other Board members to contact him at any time.

## **III. APPROVAL OF THE MINUTES OF APRIL 8, 2019**

Chair Decosimo asked for a motion to approve the minutes of the April 8, 2019 meeting, which were provided to the Board members prior to the meeting. Dr. Potts made a motion to approve the minutes, with Ms. Hoffman seconding. Chair Decosimo asked for any discussion. There being none, a voice vote was taken and the motion carried by a unanimous vote. A copy of the April 8, 2019 meeting minutes (without referenced appendices) approved by the Board are included in **Appendix A** to these minutes.

## **IV. PROPOSED BYLAWS MODIFICATIONS**

Chair Decosimo asked Mr. Yousef Hamadeh, University Assistant General Counsel, to provide an overview of proposed modifications to the Board's bylaws that were presented to the Board

members prior to the meeting. Mr. Hamadeh briefly summarized the following proposed modifications:

- Proposed modification to Section 4.2(c) to provide that the conflicts of interest provision under that section will not be construed as constraining the faculty member of the Board from pursuing externally-funded contracts or grants for UTC, which may potentially benefit the faculty member directly or indirectly. A similar change was made to the bylaws adopted by the advisory boards for UTK and UTM.
- Proposed modification to Section 7.4 to provide that notice of regular meetings will be provided at least seven (7) days in advance of the meeting, which is in alignment with the Board's current practice.
- Proposed modification to Section 7.6 to provide that, when feasible, any proposed resolutions or reports to be considered at a meeting shall be made available to the Board members and the public at least seven (7) days in advance of the meeting, and if the provision of such materials seven (7) days in advance of the meeting is not feasible, they will otherwise be made available to the Board members and the public before the meeting. These proposed changes are intended to increase transparency and to codify general practice for providing information to Board members sufficiently in advance of meetings so that they have adequate time to consider them.
- Proposed modification to the title of Section 11.2 to correct a typo so that it now reads "Section 11.2" instead of "Section 10.2".

No questions regarding the proposed modifications were raised, and Chair Decosimo called for a motion to accept the modifications. Mr. Barker so moved, with Mr. LeRoy seconding. A roll call vote was taken, and the motion carried by a unanimous vote. A copy of the bylaws modifications adopted by the Board is attached as **Appendix B** to these minutes.

## V. FY 2019-2020 PROPOSED BUDGET RECOMMENDATIONS

Chair Decosimo called on Dr. Richard Brown, Executive Vice Chancellor for Finance and Administration, to present the proposed budget recommendations for the upcoming 2019-2020 fiscal year. Dr. Brown thanked everyone for attending and introduced two members of his team in attendance: Mr. Tyler Forrest and Mr. Chris Sherbesman. He also acknowledged Ms. Allison Evans, who was not present. He also thanked Chancellor Angle for his leadership in the budget planning process.

Dr. Brown noted that he would be reviewing the abbreviated version of the budget. A copy of Dr. Brown's slide presentation can be found [here](#). Dr. Brown's presentation included the following key notes:

- The goal of the budget process is to align UTC's priorities and budget with its strategic goals and to make sure everyone across the university understands the budget.
- If the Board approves the proposed budget, it will go forward to the CFO and President of the UT System to be presented to the UT Board of Trustees for a full vote on June 21, 2019.
- The total proposed budget is \$204,064,391, with tuition and fees providing 58% of the expected revenues; 29% coming from State appropriations; 10% coming from auxiliary

services; 3% from sales and contracts; and about \$453,000 from sponsored grants and contracts.

- A breakdown of the proposed expenses was provided, with instruction costs accounting for the largest percentage of expenses.
- The following fee changes were proposed in connection with the budget, some of which require UT Board of Trustees approval, some of which require approval by the UT System President, and some by the Chancellor:
  - Residential housing charges to be increased by 2% this year, which is expected to generate about \$371,000;
  - Dining and meal plans will see a 2.5% mandatory increase embedded in the Aramark contract;
  - There is proposed \$34 increase in the Athletic Fee. Dr. Brown indicated the Athletic Fee generates funds for athletics, including athletics-related Title IX training/programs;
  - There is a proposed \$10 increase in the Technology Fee for technology upgrades;
  - The UT Board of Trustees approved a differential tuition fee, which is very low compared to competitors. The fee will be used for technology, instruction, and equipment;
  - Lab Fees are recommended to see a small increase;
  - A 2.5% increase in the fee UTC parking decals is recommended, which will be used for maintenance of UTC parking lots; and
  - A Physician Assistant seat fee for the new Physician Assistant program which will hold a student's seat in the program and would be applied to the student's tuition if the student enrolls.
- An overview of proposed new revenues under the budget totaling \$12,051,868, which included the following primary revenue sources:
  - UTC is asking the UT Board of Trustees to approve a 2.5% increase in in-state tuition with no out-of-state tuition increase, which will generate about \$1,942,000 for UTC and is well within what THEC has recommended for all public universities;
  - UTC's implementation of the new 15/4 tuition completion model to help ensure students graduate in four years, which will generate about \$2.2 million, the bulk of which will be spent on instruction;
  - CCTA Outcome Productivity Growth - for four years in a row UTC led all public universities in the State in terms of performance metrics, much of which is driven by the graduation of baccalaureate degree students. UTC will realize \$2.8 million from CCTA Outcome Productivity Growth; and
  - Reserves - UTC is putting in about \$3.6 million in non-recurring investments that are very "project specific" and which UTC gets back in the next budget cycle.
- An overview of proposed new expenses under the budget, which included the following primary new expenses:
  - Academic Affairs - \$3,944,605
  - Research and Graduate School - \$181,504
  - Administration and Finance - \$599,341
  - Enrollment Management - \$540,974
  - Student Affairs - \$84,220
  - Athletics - \$455,760
  - Communications and Marketing - \$43,005

- Information Technology - \$635,730
  - Institutional - \$4,153,011
  - Scholarships and Fee Waivers - \$1,413,718
- A review of UTC's undergraduate market position in Tennessee and its competitiveness in the region. UTC's tuition sits at \$8,664 currently, which is lower than that of UT Martin even though UTC is a different type of campus and more complex and larger. UTC's out-of-state rate stands at \$24,474. All of Tennessee's neighboring states are implementing tuition discounts on their out-of-state rates, and UTC is recommending a reduction to the UT Board of Trustees of 50% on its out-of-state tuition rates for students from bordering states plus South Carolina. Graduate tuition was reduced this fiscal year to make UTC more competitive in terms of recruiting graduate-level students. In response to Chair Decosimo's question regarding the break-even point for UTC on the incremental costs of having an out-of-state student under the proposed new tuition rates, Tyler Forrest, Associate Vice Chancellor for Finance and Administration, noted the cost of decreasing the tuition for out-of-state students is reflected as a loss of revenue and that UTC will need to add more students to make up for that lost revenue. Mr. Barker asked why South Carolina was included in the tuition discounting. Dr. Yancy Freeman, Vice Chancellor for Student Affairs, noted that UTC gets a lot of students from South Carolina, and that there are several institutions within this region that are offering in-state tuition to entice area students to come to them. For example, Valdosta State in southern Georgia is offering in-state tuition rates to Hamilton County students. He added that it is important for UTC to remain competitive with respect to out-of-state rates in order to keep up with recruiting really good out-of-state students. Dr. Freeman indicated that UTC's goal is to go after those students that meet the current target profile of having around a 3.5 GPA and a 24 or above ACT score.
  - An overview of UTC's budgeted investment in human capital and compensation. UTC has put about \$16.1 million into its total compensation plan across campus, which includes cost-of-living adjustments, merit-based compensations, and market-driven assessments.
  - An overview of other budget-related items, including the planned Voluntary Retirement Incentive Program (VRIP) that UTC plans to implement in the coming fiscal year. The program is strictly voluntary, and participants have to be retirement-eligible, with a minimum of 20 years of service at the institution. UTC will pay six months of a person's current salary in a lump sum, and all of their annual leave. If a similar number of employees participate in the VRIP that did in the last VRIP implemented 4 years ago, UTC will obtain the flexibility to look at almost \$11 million in salaries that can be re-imagined and re-appropriated across the institution. When a person retires from a position, the position does not automatically go back to the division in which the position was located. Rather, the division will have to make a business case to the Chancellor and Chief Business Officer for getting the position back. Ms. Hoffman asked if the position is left open to absorb the cost. Dr. Brown confirmed that was the case, stating that the position usually will be left open for a year to absorb the cost of the payout, but in other cases primarily involving faculty positions, the position will be backfilled with an adjunct or lower level paying position until it is determined what that position is going to be.

Dr. Potts thanked Dr. Brown for his informative presentation and commented that UTC has provided the most detailed documentation for the budget of any of the other UT System

campuses. Ms. Hoffman agreed, expressing her appreciation for the information and the availability of the Chancellor and Dr. Brown to the Board. Other Board members also expressed their appreciation. Chancellor Angle commented that the budget process actually started before the UTC Advisory Board was created and that next year UTC would be able to provide the Board with information earlier in the next budget cycle. Chancellor Angle stated that the proposed budget has been through the UT Board of Trustees Finance Committee and he thinks it will be on the consent agenda at the next Board meeting. Dr. Brown noted it had also been presented to the UT System CFO and UT System President.

Chair Decosimo called for a motion to approve the proposed FY 2019-2020 budget. Mr. LeRoy so moved, and Mr. Barker seconded. Chair Decosimo called for a voice vote. The proposed budget was approved unanimously. A copy of the proposed FY 2019-2020 budget approved by the Board is attached as **Appendix C** to these minutes.

## **VI. TITLE IX TRAINING**

Chair Decosimo next introduced Ms. Stephanie Rowland, UTC's Title IX Coordinator, who in her role oversees all Title IX compliance on campus and all gender equity issues in athletics. She also oversees the university's administrative response to sexual misconduct, relationship violence, and stalking. Ms. Rowland presented a brief history of Title IX and how UTC responds to incidents on campus. Her presentation is available [here](#). Ms. Rowland provided an overview of UTC's annual Title IX report included in the Board packets, including how UTC's Title IX reports compare statistically to national averages. Mr. Barker asked how the number of complaints made by students against students compare to the number of complaints by students against faculty/staff members. Ms. Rowland responded that the numbers are about the same. Most of the incidents reported occur off campus, and most incidents involve student complaints against other students or other community members (i.e., faculty/staff). Ms. Rowland indicated that comfort among students with reporting incidents has increased, which has led to more reports. Ms. Hoffman asked how Ms. Rowland thought that comfort level had been achieved. Ms. Rowland responded that students have a better understanding of who she is, where to go to report, and how they can be supported during the process. Chair Decosimo thanked Ms. Rowland for her presentation.

## **VII. OTHER BUSINESS**

Chair Decosimo next asked if there was any other business to discuss. Chancellor Angle and Dr. Brown fielded some additional questions about the planned VRIP. Chancellor Angle indicated that UTC is looking at succession planning and trying to manage costs and reallocate resources to areas where a number of retirements may occur. In response to Ms. Hoffman's question regarding what would happen if UTC did not get the participation in the VRIP it anticipated, Dr. Brown responded that the program would go forward and clarified that there are no targets in terms of numbers of participants. The program is totally voluntary and confidential. He further explained that, generally, the employees who typically participate are those who are thinking about retirement anyway, and this program incentivizes them to make that decision sooner than later.

## **VIII. CLOSING REMARKS**

In closing, Chair Decosimo noted the next meeting of the Board is scheduled for October 3, 2019, and that Secretary Denniston will let the Board members know of the time and location. He then asked Chancellor Angle for closing remarks. Chancellor Angle thanked the group again for their time and engagement.

## **IX. ADJOURNMENT**

The meeting was adjourned at 2:34pm.

THE UNIVERSITY OF TENNESSEE AT CHATTANOOGA  
ADVISORY BOARD MEETING

9:15 a.m. ET  
Monday  
April 8, 2019

Foundation Room - University Center  
615 McCallie Avenue  
Chattanooga, Tennessee

ORDER OF BUSINESS

I. CALL TO ORDER AND ROLL CALL..... 2  
II. OPENING REMARKS ..... 2  
III. APPROVAL OF THE MINUTES OF JANUARY 7, 2019..... 2  
IV. DISCUSSION OF FUTURE MEETING DATES ..... 2  
V. SELECTION OF STUDENT MEMBER TO THE BOARD ..... 2  
VI. BUDGET OVERVIEW..... 3  
VII. OTHER BUSINESS ..... 5  
VIII. CLOSING REMARKS..... 5  
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## **I. CALL TO ORDER AND ROLL CALL**

Chair Fred Decosimo called the meeting to order at 9:15 a.m. Ms. Terry Denniston, Secretary, called roll. The following Board members were present:

Fred Decosimo (Chair)  
Serina Desai  
Carole Hoffman  
Scott LeRoy  
JuJuan Lewis  
Gretchen Potts

A quorum was present.

Others in attendance included: Dr. Steven Angle, UTC Chancellor; Dr. Richard Brown, UTC Executive Vice Chancellor of Finance and Administration; Dr. Yancy Freeman, UTC Vice Chancellor of Enrollment Management, Student Success and Student Affairs; Dr. George Hynd, Interim Provost and Senior Vice Chancellor for Academic Affairs; Tyler Forrest, Associate Vice Chancellor for Administration and Finance; River Carrol, UTC Student; Yousef Hamadeh, University Assistant General Counsel; and Gina Stafford, Assistant Vice Chancellor for Communications and Marketing.

## **II. OPENING REMARKS**

Chair Decosimo welcomed the attendees to the meeting.

## **III. APPROVAL OF THE MINUTES OF JANUARY 7, 2019**

Chair Decosimo asked for a motion to approve the minutes of the January 7, 2019 meeting that were provided to the Board members prior to the meeting. Scott LeRoy made a motion approving the minutes, with Ms. Hoffman seconding. Chair Decosimo asked for any discussion. Dr. Gretchen Potts asked for two corrections to the minutes: (i) on page six, first full paragraph, third sentence—insert "to" before "Yousef Hamadeh"; and (ii) on page eight, first full paragraph, first sentence—replace "other than" with "including" so that the sentence reads "...at least three (3) Board members *including* the student Board member..." A motion was made to approve the minutes with the requested modifications presented by Dr. Potts. The motion was seconded by a board member. A vote was taken, and the motion carried by a unanimous vote. A copy of the January 7, 2018 meeting minutes approved by the Board are included in **Appendix A** to these minutes.

## **IV. DISCUSSION OF FUTURE MEETING DATES**

Chair Decosimo proposed to the members the following future meetings dates: (i) May 14, 2018 from 1:00-3:00 p.m. and (ii) October 3, 2018 from 9:00-11:00 a.m.

## **V. SELECTION OF STUDENT MEMBER TO THE BOARD**

Chair Decosimo announced that the UTC Student Government Association (SGA) recommended three (3) candidates for consideration for the student member position on the Board for the term commencing on July 1, 2019 and ending June 30, 2020. Chair Decosimo noted that all three candidates were impressive academically in terms of what they have been involved in. Chair Decosimo made a motion to select student-candidate Benjamin Smith for the position. Serina Desai seconded the motion. Chair Decosimo called for discussion. Ms. Desai shared that she was impressed with Mr. Smith's involvement on campus, that he is a junior this year and presented himself well during his presentation before the SGA, and that she feels he has the experience and the relationships to help further some of the discussions with the Board. The motion for the selection of Benjamin Smith as the next student member carried by unanimous vote. Chair Decosimo thanked JuJuan Lewis for his service as the first student member of the Board.

## VI. BUDGET OVERVIEW

Chair Decosimo recognized Dr. Richard Brown, UTC Executive Vice Chancellor for Finance and Administration, to present an overview of UTC's current financial condition and the budget process. A copy of Dr. Brown's slide presentation can be found [here](#). Dr. Brown's presentation included the following key notes:

- The State requires UTC, as a public university, to have a balanced budget.
- Funds identified in the budget as E&G (Education and General) Funds are generally state funds controlled by the State. Restricted Funds are funds received from grants, contracts, and scholarship funds through the UC Foundation.
- The largest sources of UTC's funds are state appropriations and tuition/fees.
- Tuition benchmarking is the process for how UTC sets its tuition rates to stay competitive with other higher education institutions in terms of maintaining and growing enrollment.
- Enrollment growth is critical to maintaining a balanced budget, and scholarships play an important role in growing enrollment.
- As state appropriations continue to decline, increased philanthropy will be critical to help balance the budget. Dr. Brown predicts that philanthropy will account for 25% of the base budget of any public university in the next five (5) years.
- The State does not allow E&G Funds to be used for athletic facilities, so athletics budgetary funding is always challenging.
- UTC strives to make the budget process transparent so that people understand the budget and how it is developed.
- UTC realized \$1.5 million from enrollment growth this year. The main areas of focus for this year's budget was academics and the core mission of teaching at the university.
- UTC has included about \$1.6 million in compensation in this year's budget in order to keep salaries competitive.
- There are three or four ways a state public university can get revenue into a budget, with tuition and fees being the largest source at about 59% of revenues. State appropriations account for about 29% of revenues. While state appropriations have declined over the past 10 years, Tennessee is still doing very well with funding public higher education compared to peer states. About 20 years ago, tuition and fees accounted for about 30% of revenues and state appropriations were about 60-70% of revenues.

- An overview of how UTC spends its revenue funds was provided, with faculty instruction costs accounting for the largest share of expense.
- There is a relatively new paradigm in Tennessee on how public education is funded. Prior to 2010, the State's higher education funding was based on enrollment, which led to state institutions growing enrollment without investing as much in quality. Now, the State's funding paradigm accountings for quality metrics, like progression and graduation rates. The new paradigm was implemented in 2010 under the Complete College Tennessee Act (CCTA). When CCTA was first implemented, UTC was at the bottom of the scoring, so UTC invested a lot of resources in improving progression and graduation rates. UTC chose progression and baccalaureate degree production as the main outcomes for UTC (i.e., retention, number of degrees awarded, etc.), and UTC has excelled in these areas. As a consequence, its funding has significantly improved under the CCTA funding paradigm.
- UTC will be seeking to decrease its out-of-state tuition rates in order to remain competitive with peer institutions, particularly in attracting graduate students.
- UTC's undergraduate market position right now (about \$8,664) is very low compared to other institutions, and UTC did not have a tuition increase last year at all. UTC has the lowest tuition rates of all the schools within the UT System. UTC needs to be able to raise its undergraduate tuition rates a little bit in order to offset decreases from other funding sources.
- Ms. Desai asked how many of UTC's students are international students. Dr. Freeman responded that about 2.5% of UTC students are undergraduate international students so far and UTC hopes to increase that number to 5-7%. Ms. Desai asked what the tuition rate was for international students. Mr. Freeman and Dr. Brown responded that it is the out-of-state tuition amount, i.e., close to \$26,000.
- Ms. Hoffman asked what was the logic behind the 0% tuition increase last year. Dr. Angle responded that it was mandated by the UT Board of Trustees and the UT President.
- UTC has about \$97 million in capital projects debt, with dedicated revenue streams to pay for all capital projects. UTC's accreditation body considers the university's leverage position in its evaluation, and UTC is in a strong position.
- Physical plant square footage is another indicator of financial health for the campus. From 2014-2018, UTC has gained about one million new square feet of space – UTC took on the Mapp Building and the State Office Building and is in the process of renovating them. UTC is slated to grow under the current master plan for the university to 15,000 students. Building enough capital square footage to accommodate that growth is essential. The old Lupton Library is being reinvested and reimagined into a new classroom building, which will be great for UTC's growth as it moves forward. Dr. Potts asked about the status of the planning for the project. Dr. Brown stated that UTC has bid the project and that it came in under the bid estimate and should be under construction sometime this summer.
- UTC's great competitive position compared to most public universities of similar size is due to the UC Foundation. The foundation has a total endowment value of about \$141 million; there are not many public small universities that have that kind of asset working for it. The foundation assets are important in providing UTC a flexible budget leveraging position.
- The budget and planning process for the 2019-2020 fiscal year is at about the mid-point. The budget and planning process started in October 2018; department and unit requests were submitted in November; division leaders finalized their budgets in December; from

January to March, the internal budget advisory council (composed primarily of the vice chancellors and deans) reviewed priorities and made recommendations to the Executive Leadership Team and prioritized how UTC looks at new investments for this year. UTC formed a group called UPRAC - University Planning Budget and Advisory Committee - which was formed as a broad shared governance representation around the university that reviews the budget. In April, the Executive Leadership Team finalized the proposed budget working with the Chancellor. On April 28, Chancellor Angle will hold a town hall meeting of the entire campus to go over the entire process and present the recommendations for investments for the following fiscal year. The proposed budget will be presented to the Advisory Board early in May, and the Advisory Board will make a recommendation on the proposed UTC budget that will go to the UT Board of Trustees in late June 2019 for approval.

- UTC is excited about the Governor's budget and believes that Governor Lee is going to be a strong proponent and supporter of higher education, and education in general, in the State.
- Dr. Brown thanked Associate Vice Chancellor Tyler Forrest and the budget office for their work and thanked the vice chancellors who have been good stewards of their budget.

Following Dr. Brown's presentation, Chancellor Angle indicated that the next Board meeting is May 14 and that UTC will get the budget information to the Board members well in advance. He advised that, if members have any questions about the budget, Dr. Brown and Mr. Forrest will be able to assist them.

## **VII. OTHER BUSINESS**

Chair Decosimo asked if there was any other business to be discussed. No other business was raised for discussion. Chair Decosimo reminded the Board that the next meeting will be on May 14, 2019 from 1:00-3:00 p.m.

## **VIII. CLOSING REMARKS**

Chair Decosimo asked Chancellor Angle for closing remarks. Chancellor Angle reminded the Board to please ask if they had any questions about the budget or other matters and that the Board is expected to make its recommendation on the budget at the May 14 meeting so that it could be submitted in time for consideration by the UT Board of Trustees at its June meeting. Chancellor Angle ended his remarks by thanking the Board members for their service and for being at the meeting today.

## **IX. ADJOURNMENT**

Chair Decosimo asked for a motion to adjourn. Dr. Potts so moved, and Mr. Lewis seconded the motion. The motion was passed by unanimous vote. The meeting was adjourned at 10:12am.

## Appendix B

### UTC ADVISORY BOARD MEETING - MAY 14, 2019

Proposed Modifications to the Bylaws of the UTC Advisory Board.

#### 1. Modify Section 4.2(c) as follows:

**Section 4.2(c) Attempt to Influence a University Contract.** A member shall not attempt to influence any person who is involved in making or administering a contract with the University if the member would derive a direct benefit from the contract. Nor shall a member solicit or receive any gift, reward, or promise of reward in exchange for recommending, influencing, or attempting to influence the award of a contract by the University. **This Section 4.2(c) shall not be construed as constraining the faculty member of the Advisory Board, as part of their normal faculty duties, from pursuing externally-funded contracts or grants for the University which may potentially benefit the faculty member directly or indirectly.**

**Rationale:** One responsibility of faculty members is the pursuit of external funding from various agencies, foundations and companies. In some cases, contact with and efforts to influence decisions by persons involved in making or administering a contract with the University is an inherent component of success in obtaining such funding. This proposed change clarifies that the restrictions under Section 4.2(c) are not intended to prohibit the faculty member of the board from carrying out this aspect of the faculty member's responsibilities.

#### 2. Modify Section 7.4 as follows:

**Section 7.4 Notice of Meetings.** Notice of meetings may be delivered to members by postal mail, courier, electronic mail, or facsimile transmission. As required by Tennessee Code Annotated § 8-44-103(a) and (b), adequate public notice shall be given of all regular and special meetings. **Notice of a regular meeting shall be provided at least seven (7) days in advance of the meeting date.**

**Rationale:** The proposed change establishes that notice of regular meetings will be provided at least 7 days in advance of the meeting. We have been providing 7-days' notice already so this proposed change just codifies that practice. The proposed change does not require a 7-day notice for special meetings of the board, so that the board has more flexibility in the event an urgent matter comes up and a special meeting needs to be called within a shorter timeframe than 7 days.

#### 3. Modify Section 7.6 as follows:

**Section 7.6 Agenda.** An agenda for every meeting of the Advisory Board shall be prepared by the Chancellor in consultation with the Chair and with the assistance of the Secretary. The agenda shall list in outline form each item to be considered at the meeting. When feasible, a copy of the agenda, **with any proposed resolutions or reports to be considered at the meeting, shall be made available to the Advisory Board and the public at least seven (7) days in advance of the meeting, accompany the notice of the meeting, but w** When not feasible, a copy **of the agenda, with any proposed resolutions or reports to be considered at the meeting, otherwise** shall be provided to the ~~members~~ **Advisory Board and made available to the public** before the meeting date. Items not

appearing on the agenda of a regular meeting may be considered only upon an affirmative roll-call vote of a majority of the total voting membership of the Board. Items not stated in the call of a special meeting may not be considered at the meeting.

**Rationale:** These proposed changes are intended to increase transparency and to codify a general practice for providing information to board members sufficiently in advance of meetings so that they have adequate time to consider them. The proposed changes provide that that, when feasible, a copy of the agenda and any proposed resolutions or reports to be considered by the board at an upcoming meeting will be made available to at least 7 days in advance of the meeting, i.e., at the same time that the meeting notice is issued. However, in cases when it is not feasible to provide such information 7 days in advance, such information otherwise will be made available before the meeting date. This provides some flexibility in the event the agenda or reports to the board cannot be finalized 7 days in advance of the meeting due to scheduling issues or other circumstances that cannot be avoided.

**4. Correct typo in Section 11.2 section head.**

Change from "Section 10.2" to "Section 11.2".

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

**Proposed Current Operating Fund Budgets**

<b>Fund Group</b>	<b>Revenues</b>	<b>Expenditures &amp; Transfers</b>
Unrestricted Educational & General (E&G) Funds	\$183,443,804	\$183,443,804
Unrestricted Auxiliary Funds	\$20,620,587	\$20,620,587
<b>Subtotal: Unrestricted Funds</b>	<b>\$204,064,391</b>	<b>\$204,064,391</b>
Restricted Funds	\$52,595,469	\$52,595,469
<b>Total Current Operating Funds</b>	<b>\$256,659,860</b>	<b>\$256,659,860</b>

**Proposed Tuition & Fees**

<b>Tuition &amp; Mandatory Fees</b>	<b>In-State: Amount</b>	<b>In-State: %-change</b>	<b>Out-of-State: Amount</b>	<b>Out-of-State: %-change</b>
Undergraduate Maintenance Fee (new students)	\$7,836	NA	\$23,954	NA
Undergraduate Maintenance & Mandatory Fees (new students)	\$9,656	NA	\$25,774	NA
Undergraduate Maintenance Fee (returning students)	\$7,060	2.5%	\$23,178	0.7%
Undergraduate Maintenance & Mandatory Fees (returning students)	\$8,880	2.5%	\$24,998	0.9%
Graduate Maintenance Fee	\$8,450	2.5%	\$16,514	1.3%
Graduate Maintenance & Mandatory Fees	\$10,270	2.5%	\$18,334	1.4%

***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.***