



Board Meeting

Austin Peay State University

317 College Street

Clarksville, TN 37040

June 4, 2021

1:30 PM

Call to Order

Roll Call/Declaration of a Quorum

Adoption of Agenda

A.Consent Agenda

i.Revisions to Policy 1:027 General Education Requirements and Degree Requirements

Approval of Minutes

Campus Spotlight

Action Items

A.Academic Affairs Committee Report and Recommendations

i.Adoption of Minutes

ii.Tenure Upon Appointment - Dr. Valerie Leake

B.Students Affairs Committee Report and Recommendations

i.Adoption of Minutes

ii.Consideration of the Student and Student Organization Conduct and Corrective Actions Permanent Rule

C.Audit Committee Report and Recommendations

i.Adoption of Minutes

D.Business and Finance Committee Report and Recommendations

i.Adoption of Minutes

ii.Consideration of Tuition and Mandatory Fee Increases for the 2021-2022 Academic Year

iii.Consideration of the Estimated Budget for the 2020-2021 Fiscal Year and Proposed Budget for the 2021-2022 Fiscal Year

iv.Consideration of the Capital Outlay and Maintenance Requests for the 2022-2023 Fiscal Year

E.Executive Committee Report and Recommendations

i.Adoption of Minutes

ii.Consideration of the Title IX Compliance Permanent Rule

iii.Consideration of the Access to Public Records Permanent Rule

F.Other Business

i.APSU Board of Trustees Awards

ii.Naming Request for the F. Evans Harvill Quadrangle

Information Items

A.Legislative Update

B.Advancement Division Update

C.President's Report

D.President's Interim Items

i.Review of Contracts and Agreements

ii.Review of State Building Commission Actions

iii.Appointment of Major General, U.S. Army (Retired), Walt Lord as Military Advisor in Residence

iv.Appointment of Secretary to the Board

Adjourn

POLICIES

Issued: ~~September 14, 2020~~ [June 4, 2021](#)

Responsible Provost and Vice President for Academic

Official: Affairs

Responsible Office: Office of the Registrar

Policy Statement

It is the policy of Austin Peay State University to have common general education requirements and degree requirements that students are expected to take in order to graduate.

Purpose

The purpose of this policy is to specify the common general education requirements at the lower-division for the University.

Contents

Procedures

- General Education Requirements
- Undergraduate Degree Requirements and Provisions
- Transfer Provisions of General Education and Tennessee Pathway Courses
- Calculation of Grade Point Averages (GPAs) for all Courses Transferred and Related Applications
- General Education Requirements for the Associate of Applied Science Degree
- Graduate

Links

- APSU Catalog/Bulletin
-

Procedures

General Education Requirements

- A. Austin Peay State University, with other state university and community colleges in Tennessee, subscribes to common general education requirements at the lower-

division.

B. These requirements consist of forty-one (41) semester hours in the following subject categories and are required for completion of the Associate of Arts (A.A.), Associate of Science (A.S.), and all baccalaureate degrees.

1. Communication: 9 semester hours
 - a. Six (6) semester hours of English composition and three (3) semester hours in English oral presentational communication are required.

2. Humanities and/or Fine Arts: 9 semester hours

a. One course must be in world literature.

b. Two courses in Humanities and Fine Arts:

i. Complete two courses from two different disciplines or

ii. Students choosing foreign language as an option may complete a 1010/1020 sequence within the same language. Courses in two different languages will not fulfill this requirement.

~~a.~~

3. Social/Behavioral Sciences: 6 semester hours

4. History: 6 semester hours

a. Students who lack the required one unit (one year) of American history from high school as an admissions requirement must complete six (6) semester hours of American History or three (3) semester hours of American History and three (3) semester hours of Tennessee History to fulfill the history requirement in general education. Otherwise, students may choose from among the approved history courses to fulfill the six-semester hour requirement in history.

5. Natural Sciences: 8 semester hours

6. Mathematics: 3 semester hours

C. ~~Total 41 semester hours.~~

D. Courses specified as meeting general education requirements are published in the APSU University Undergraduate Bulletin.

- E. Students pursuing a Bachelor of Arts degree shall be required to demonstrate proficiency in a foreign language equivalent to completion of two years of college level work.
- F. Students pursuing as Associates of Fine Arts degree in Music as a Tennessee Transfer Pathway will complete all of the required General Education hours in Section B. above except for six hours of the humanities requirement, including one course in literature, which must be completed at a university upon transfer. Total 35 hours.

Undergraduate Degree Requirements and Provisions

- A. All baccalaureate degrees offered by Austin Peay State University shall require a maximum of 120 semester hours except in certain degree programs in which approval to exceed the maximum has been granted. The programs approved as exceptions to the maximum are identified in APSU's University Undergraduate Bulletin.
- B. All associate of arts and associate of science degrees offered by APSU shall be designated on the THEC Academic Program inventory as University Parallel degrees and require a maximum of 60 semester hours except in certain degree programs in which approval to exceed the maximum has been granted. The programs approved as exceptions to the maximum are identified in the APSU University Undergraduate Bulletin. For students who complete a Tennessee Transfer Pathway, the corresponding associate of arts or associate of science or associate of fine arts degree shall include the title of the pathway in the catalog and on the diploma.
- C. Credit hours earned in remedial or developmental courses may be considered ~~are~~ institutional credit; they are not applicable to credit hours required for any certificate, associate, or baccalaureate degree.
- D. College courses taken to address course deficiencies in high school preparation and to meet minimum university admission requirements effective fall 1989 may be used concurrently to satisfy general education requirements specified above ~~with the exception of foreign language~~.

Transfer Provisions of General Education and

- A. Students who complete the Associate of Arts or Associate of Science or Associate of Science in Teaching degree and transfer to APSU will have satisfied all lower-division

Tennessee Transfer Pathway Courses

general education requirements.

- B. University to university transfer students and community college students who do not complete the Associate of Arts or Associate of Science or Associate of Science in Teaching or Associate of Fine Arts degree and transfer to APSU but have complete blocks of subject categories will have satisfied the general education requirements for the categories of note.
 1. For example, if the eight (8) semester hours of natural sciences are completed, then this block of the general education requirement is fulfilled upon transfer to APSU.
 2. When a subject category is incomplete, a course by-course evaluation will be conducted, and the student will be subject to the specific requirements of APSU.
 3. If a student is following a Tennessee Transfer Pathway, all courses contained within the curriculum of that pathway completed by the student prior to transfer shall be accepted by APSU and be applied either to the general education requirement or area of emphasis requirement as listed in that Tennessee Transfer Pathway.
- C. Institutional/departmental requirements of the grade of "C" will be honored.
 1. If credit is granted for a course with the grade of "D," any specific requirements for the grade of "C" will be enforced, except as provided in Section B of Calculation of Grade Point Averages (GPAs) for Courses Transferred and Related Applications.
- D. In certain majors, specific courses included as general education options must also be taken to meet the requirements of that major.
 - ~~1. It is important that students and advisors be aware of any major requirements that must be fulfilled under lower-division general education.~~
 - 2.1. In cases where specific general education courses are required for certain majors, the student is responsible for enrolling in the correct courses.
 - 3.2. Failure to fulfill specific major requirements when offered in lower-division general education may result in the need to complete additional courses.

Calculation of Grade Point Averages (GPAs) for all Courses Transferred and Related Applications

- A. Upon receiving courses for transfer, APSU will exclude grades in the calculation of Grade Point Averages (GPAs).
 - 1. Credit will be given for all courses in which passing grades are achieved, including the grade of D.
 - 2. All grades, including F's, W's, etc., must be included on the transfer record.
 - 3. The entire record of transfer students will be considered for eligibility of admission into programs that require attainment of specific grade point averages or where external entities stipulate consideration of the entire student record.
- B. Specific application regarding the grade of D pertains as follows:
 - 1. Community college students who complete approved Tennessee Transfer Pathways (TTPs) or parts thereof, the grade of D will be honored and affected courses will not be subject to repetition, except in certain cases where requirements stipulate specific courses must be achieved with a grade of C (2.0) or higher.
 - 2. ***In routes of transfer outside the TTPs, institutional practices regarding the applicability of the grade of D will be honored.***
- C. APSU will follow prescribed state practices in evaluating continuing eligibility for the Tennessee Lottery Scholarship Program, which requires inclusion of calculating the cumulative GPA on all courses taken after graduation from high school.
- D. APSU has specific criteria for honors designations that can be found in the University Undergraduate Bulletin.
- E. In cases where a student repeats a course at another institution, the receiving institution should utilize its own repeat policy to exclude the grade/credit originally earned.

~~F. The provisions noted above will be effective for course work presented for transfer to enroll in summer 2015 and thereafter.~~

F.

General Education Requirements for the Associate of Applied Science Degree

- A. The Associate of Applied Science (A.A.S.) degree is not designed to transfer to baccalaureate programs; however, a general education component is required.

- B. The following distribution of general education courses is required for the A.A.S. degree.
 - 1. English Composition: 3 semester hours
 - 2. *Humanities and/or Fine Arts: 3 semester hours
 - 3. *Social/Behavioral Sciences: 3 semester hours
 - 4. *Natural Science/Mathematics: 3 semester hours
 - a. One additional course from the categories of Communication, Humanities and/or Fine Arts, Social/Behavioral Sciences, or Natural Science/Mathematics 3-4 semester hours
- C. Total 15-17 semester hours
- D. Specific courses satisfying these requirements must be the same courses that satisfy the general education requirement for the Associate of Arts, Associate of Science, or baccalaureate degrees.

Graduate

- A. Graduate Degree Requirements and Provisions
 - 1. Graduate degree requirements vary by discipline and level. Generally, APSU master and doctoral programs require a 3.0 GPA or higher for graduation.
- B. Transfer Provision for Graduate Courses
 - 1. Transfer credit provisions at APSU are in keeping with best practice guidelines. As such, transfer of graduate credit is limited in a number of areas.
 - a. For example,
 - 1. the number of hours that may be transferred,
 - 2. in equivalency of requirements,
 - 3. the procedures for acceptance of graduate transfer credits,
 - 4. the period in which courses may be taken and time limits on graduate work varies by institution, department and academic program.
 - 2. In general, courses are eligible for transfer if the grade earned is a "B" or better.

Links

APSU Catalog/Bulletin

<http://www.apsu.edu/registrar/bulletins>

Revision Dates

[APSU Policy 1:027 – Rev.: June 4, 2021](#)

APSU Policy 1:027 (previously 2:005) – Rev.: September 14,
2020

APSU Policy 1:027 – Issued: March 25, 2017

Subject Areas:

Academic	Finance	General	Human Resources	Information Technology	Student Affairs
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Approved

President: signature on file

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**Tennessee Transfer
Pathway Courses**

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APSU Policy 1:027 (previously 2:005) – Rev.: September 14, 2020
APSU Policy 1:027 – Issued: March 25, 2017

Subject Areas:

Academic	Finance	General	Human Resources	Information Technology	Student Affairs
<input checked="" type="checkbox"/>					

Approved

President: signature on file



Board Meeting		
3.19.2021	9:00 a.m.	317 College Street Clarksville, TN 37040
Meeting Type	Board Meeting	
Note Taker	McCartney Johnson	
Attendees		Present (Y/N)
	Mr. Billy Atkins	Y
	Ms. Katherine Cannata	Y
	Ms. Abbey Hogan	Y
	Mr. Don Jenkins	Y
	Dr. Gary Luck	Y (Electronic)
	Dr. Valencia May	Y (Electronic)
	Ms. Keri McInnis	Y
	Brig. Gen. Robin Mealer	Y (Electronic)
	Mr. Mike O'Malley	Y
	Dr. Mickey Wadia	Y
	Dr. Michael Licari, President	Y
	Ms. Dannelle Whiteside, Vice President for Legal Affairs	Y
	Dr. McCartney Johnson, Secretary to the Board	Y
Call to Order		
Discussion		
Trustee O'Malley called the meeting to order at 9:00 a.m.		
Roll Call/Declaration of a Quorum		
Discussion		

Trustee Atkins, Trustee Cannata, Trustee Hogan, Trustee Jenkins, Trustee McInnis, Trustee O'Malley, and Trustee Wadia were physically present. Trustee Luck, Trustee May, and Trustee Mealer participated by teleconference. As she called the roll, Dr. Johnson asked those participating by teleconference if they could hear clearly, and if there were other people present with them at their locations. Trustee Luck, Trustee May, and Trustee Mealer stated they could hear clearly and they were alone.

Trustee O'Malley stated there was a quorum. He thanked Trustee Hogan for her service on the Board as student trustee. He also thanked Dannelle Whiteside for serving as interim president during these unprecedented times. Both were presented with tokens of appreciation from the Board.

Adoption of Agenda

Discussion

Trustee O'Malley informed the Board that there were items for consideration on the consent agenda and asked if the Trustees wished to extract any items. They did not.

Conclusions

Trustee O'Malley moved for the adoption of the agenda, including the consent agenda items. The motion was seconded by Trustee Atkins. A roll call vote was taken and carried unanimously with nine trustees voting yes.

Billy Atkins:	Yes
Katherine Cannata:	Yes
Don Jenkins:	Yes
Gary Luck:	Yes
Valencia May:	Yes
Keri McInnis:	Yes
Robin Mealer:	Yes
Michael O'Malley:	Yes
Mickey Wadia:	Yes

Yes: 9, No: 0

Approval of Minutes

Discussion

Trustee O'Malley stated that the minutes for the December 4, 2020 Board meeting and the special called meeting on December 21, 2020 were circulated in advance of the meeting. He asked if there were any corrections or additions to the minutes. There were none.

Conclusions

Trustee Jenkins moved to approve the minutes from the December 4, 2020 Board meeting and December 21, 2020 special called Board meeting. The motion was seconded by Trustee McInnis. A roll call vote was taken and carried unanimously with nine trustees voting yes.

Billy Atkins:	Yes
Katherine Cannata:	Yes
Don Jenkins:	Yes
Gary Luck:	Yes
Valencia May:	Yes
Keri McInnis:	Yes
Robin Mealer:	Yes
Michael O'Malley:	Yes
Mickey Wadia:	Yes

Yes: 9, No: 0

Campus Spotlight

Discussion

Trustee O'Malley recognized President Licari who introduced Michael Kasitz, assistant vice president for public safety, who discussed the University's COVID-19 efforts since last March. Mr. Kasitz stated that President White appointed the COVID-19 task force on March 2, 2020, with the priority being to respond to the threat of the virus to keep APSU's students, faculty, staff, and visitors safe. Based on recommendations from the task force and the Senior Leadership Team, classes were suspended for the week after spring break to give faculty time to move entirely to online instruction. During April 2020, the task force developed the University's COVID guidelines and risk categories to determine the University's course of action.

After the end of the spring semester, planning began for returning to campus in Fall 2020 with reduced capacity. Classrooms were reduced to 30 percent or less of fire code capacity and the modalities for instruction were adjusted. The COVID-19 task force was disbanded and a COVID-19 recovery working group was formed to physically prepare the campus for return. Mr. Kasitz stated that a Strategic Planning Integration Task Force was tasked with planning for issues that would arise further in the future. Both of these groups completed their work prior to the Fall 2020 semester.

Mr. Kasitz stated that in August Interim President Whiteside formed the COVID Command group to deal with issues that arose from repopulating campus. The group implemented self-reporting of active COVID cases and exposures to help find clusters, voluntary daily symptom checking, and location check-in through the

PeayMobile application. The Student Health Services began providing COVID PCR testing for exposed and symptomatic people, as well as surveillance testing. In the spring of 2021, testing switched from being outsourced to the University's own analyzation lab that produced results in the same day. Mr. Kasitz thanked Dr. Heather Phillips for all her work on the coordination, testing, and analyzation that has been done.

On March 2, 2021 - one year to the day that the original COVID-19 Task Force was formed - APSU began COVID-19 vaccinations. Mr. Kasitz stated that the APSU vaccination site is used to augment the Montgomery County Health Department in order to help vaccinate the community. The vaccination site and the testing center have been done in collaboration with Student Health Services, the College of Nursing, and APSU Public Safety.

Mr. Kasitz thanked all the people at APSU that have contributed to the COVID response and recovery in the last year. He thanked the at least 40 members of the COVID-19 Task Force, 11 members of the Recovery Working Group, 20 members of the Strategic Planning Group, and at least 34 members of the COVID Command Group that continue to operate. He also thanked the faculty, staff, and students who have helped the University be successful in the return to campus efforts.

Academic Affairs Committee Report and Recommendations

Discussion

Trustee Mealer reported on the actions of the Academic Affairs Committee at the March 18th meeting. The committee reviewed and approved the following action item, which was approved on the consent agenda: termination of Master of Science in Engineering Technology. The committee reviewed and approved the following action items: tenure upon appointment for Dr. Michael Licari and consideration of tenure appointments for faculty. No information items were presented to the committee.

Conclusions

Trustee Mealer move that the Board approve the minutes of the March 18th Academic Affairs Committee as written. The motion was seconded by Trustee Cannata. A roll call vote was taken and carried unanimously with nine trustees voting yes.

Billy Atkins:	Yes
Katherine Cannata:	Yes
Don Jenkins:	Yes
Gary Luck:	Yes
Valencia May:	Yes

Keri McInnis:	Yes
Robin Mealer:	Yes
Michael O'Malley:	Yes
Mickey Wadia:	Yes

Yes: 9, No: 0

Approval of Tenure upon Appointment: Dr. Michael Licari

Discussion

Trustee Mealer stated that information regarding tenure upon appointment for Dr. Michael Licari was circulated prior to the meeting.

Conclusions

Trustee Mealer moved to approve the tenure upon appointment for Dr. Michael Licari. A roll call vote was taken and carried unanimously with nine trustees voting yes.

Billy Atkins:	Yes
Katherine Cannata:	Yes
Don Jenkins:	Yes
Gary Luck:	Yes
Valencia May:	Yes
Keri McInnis:	Yes
Robin Mealer:	Yes
Michael O'Malley:	Yes
Mickey Wadia:	Yes

Yes: 9, No: 0

Consideration of Tenure Appointments

Discussion

Trustee Mealer stated that the list of tenure appointments was circulated prior to the meeting.

Conclusions

Trustee Mealer moved to approve the tenure appointments. A roll call vote was taken and carried unanimously with nine trustees voting yes.

Billy Atkins:	Yes
Katherine Cannata:	Yes

Don Jenkins:	Yes
Gary Luck:	Yes
Valencia May:	Yes
Keri McInnis:	Yes
Robin Mealer:	Yes
Michael O'Malley:	Yes
Mickey Wadia:	Yes

Yes: 9, No: 0

Students Affairs Committee Report and Recommendations

Discussion

Trustee Jenkins reported on the actions of the Student Affairs Committee at the March 18th meeting. The committee reviewed and approved the following action item: selection of a Student Trustee. The committee also reviewed the following informational items: Student Affairs initiatives toward retention; Health and Counseling services; and Student Code of Conduct revision.

Conclusions

Trustee Jenkins moved that the Board approve the minutes of the March 18th Student Affairs Committee as written. The motion was seconded by Trustee May. A roll call vote was taken and carried unanimously with nine trustees voting yes.

Billy Atkins:	Yes
Katherine Cannata:	Yes
Don Jenkins:	Yes
Gary Luck:	Yes
Valencia May:	Yes
Keri McInnis:	Yes
Robin Mealer:	Yes
Michael O'Malley:	Yes
Mickey Wadia:	Yes

Yes: 9, No: 0

Recommendation for Selection of Student Trustee

Discussion

Trustee Jenkins stated that information regarding the two individuals selected as finalists were circulated before the meeting. The committee selected Molly Howard to serve as the next Student Trustee.

Conclusions	
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Trustee Jenkins moved to select Molly Howard as the next Student Trustee, who will serve a one year term beginning on May 8, 2021 and continue through the 2021-22 academic year. A roll call vote was taken and carried unanimously with nine trustees voting yes.

Billy Atkins:	Yes
Katherine Cannata:	Yes
Don Jenkins:	Yes
Gary Luck:	Yes
Valencia May:	Yes
Keri McInnis:	Yes
Robin Mealer:	Yes
Michael O'Malley:	Yes
Mickey Wadia:	Yes

Yes: 9, No: 0

Audit Committee Report and Recommendations

Discussion	
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Trustee Cannata reported on the actions of the Audit Committee at the March 18th meeting. The committee reviewed and approved the following action item: revised internal audit plan for fiscal year 2021. The committee listened to presentations regarding the following information items: review of internal audit related charters and policies; internal audit reports released between November 10, 2020 and February 22, 2021 with a list of outstanding audit recommendations; and the financial and compliance audit report for fiscal year 2020.

Conclusions	
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Trustee Cannata moved that the Board approve the minutes of the March 18th Audit Committee as written. The motion was seconded by Trustee McInnis. A roll call vote was taken and carried unanimously with nine trustees voting yes.

Billy Atkins:	Yes
Katherine Cannata:	Yes
Don Jenkins:	Yes
Gary Luck:	Yes
Valencia May:	Yes
Keri McInnis:	Yes

Robin Mealer:	Yes
Michael O'Malley:	Yes
Mickey Wadia:	Yes

Yes: 9, No: 0

Business and Finance Committee Report and Recommendations

Discussion

Trustee Atkins reported on the actions of the Business and Finance Committee at the March 18 meeting. The committee reviewed and approved the following action item, which was approved on the consent agenda: revisions to policy 1:022 Budget Principles and Control. The action items the committee reviewed and approved were: non-mandatory fees for the 2021-22 academic year and housing rates for the 2021-22 academic year. The committee reviewed the following information items: the budget status; Governor's budget recommendation; and fiscal year 2019-2020 financial report.

Conclusions

Trustee Atkins moved that the Board approve the minutes of the March 18th Business and Finance Committee as written. The motion was seconded by Trustee Cannata. A roll call vote was taken and carried unanimously with nine trustees voting yes.

Billy Atkins:	Yes
Katherine Cannata:	Yes
Don Jenkins:	Yes
Gary Luck:	Yes
Valencia May:	Yes
Keri McInnis:	Yes
Robin Mealer:	Yes
Michael O'Malley:	Yes
Mickey Wadia:	Yes

Yes: 9, No: 0

Consideration of Non-Mandatory Fees for the 2021-2022 Academic Year

Discussion

Trustee Atkins stated that the non-mandatory fees for the 2021-2022 academic year were circulated before the meeting.

Conclusions	
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Trustee Atkins moved to approve the non-mandatory fees for the 2021-2022 academic year. A roll call vote was taken and carried unanimously with nine trustees voting yes.

Billy Atkins:	Yes
Katherine Cannata:	Yes
Don Jenkins:	Yes
Gary Luck:	Yes
Valencia May:	Yes
Keri McInnis:	Yes
Robin Mealer:	Yes
Michael O'Malley:	Yes
Mickey Wadia:	Yes

Yes: 9, No: 0

Consideration of Housing Rates for the 2021-2022 Academic Year	
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Discussion	
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Trustee Atkins stated that the housing rates for the 2021-2022 academic year were circulated before the meeting.

Conclusions	
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Trustee Atkins moved to approve the housing rates for the 2021-2022 academic year. A roll call vote was taken and carried unanimously with nine trustees voting yes.

Billy Atkins:	Yes
Katherine Cannata:	Yes
Don Jenkins:	Yes
Gary Luck:	Yes
Valencia May:	Yes
Keri McInnis:	Yes
Robin Mealer:	Yes
Michael O'Malley:	Yes
Mickey Wadia:	Yes

Yes: 9, No: 0

Executive Committee Report and Recommendations

Discussion																			
Trustee O'Malley reported on the actions of the executive committee at the March 18 meeting. The committee reviewed and approved the Institutional mission profile statement.																			
Conclusions																			
Trustee O'Malley moved that the Board approve the minutes of the March 18th Executive Committee as written. The motion was seconded by Trustee Atkins. A roll call vote was taken and carried unanimously with nine trustees voting yes.																			
<table border="1"> <tr><td>Billy Atkins:</td><td>Yes</td></tr> <tr><td>Katherine Cannata:</td><td>Yes</td></tr> <tr><td>Don Jenkins:</td><td>Yes</td></tr> <tr><td>Gary Luck:</td><td>Yes</td></tr> <tr><td>Valencia May:</td><td>Yes</td></tr> <tr><td>Keri McInnis:</td><td>Yes</td></tr> <tr><td>Robin Mealer:</td><td>Yes</td></tr> <tr><td>Michael O'Malley:</td><td>Yes</td></tr> <tr><td>Mickey Wadia:</td><td>Yes</td></tr> </table>		Billy Atkins:	Yes	Katherine Cannata:	Yes	Don Jenkins:	Yes	Gary Luck:	Yes	Valencia May:	Yes	Keri McInnis:	Yes	Robin Mealer:	Yes	Michael O'Malley:	Yes	Mickey Wadia:	Yes
Billy Atkins:	Yes																		
Katherine Cannata:	Yes																		
Don Jenkins:	Yes																		
Gary Luck:	Yes																		
Valencia May:	Yes																		
Keri McInnis:	Yes																		
Robin Mealer:	Yes																		
Michael O'Malley:	Yes																		
Mickey Wadia:	Yes																		
Yes: 9, No: 0																			
Consideration of the Institutional Mission Profile Statement																			
Discussion																			
Trustee O'Malley stated that the Institutional mission profile statement was circulated before the meeting.																			
Conclusions																			
Trustee O'Malley moved to approve the Institutional mission profile statement. A roll call vote was taken and carried unanimously with nine trustees voting yes.																			
<table border="1"> <tr><td>Billy Atkins:</td><td>Yes</td></tr> <tr><td>Katherine Cannata:</td><td>Yes</td></tr> <tr><td>Don Jenkins:</td><td>Yes</td></tr> <tr><td>Gary Luck:</td><td>Yes</td></tr> <tr><td>Valencia May:</td><td>Yes</td></tr> <tr><td>Keri McInnis:</td><td>Yes</td></tr> <tr><td>Robin Mealer:</td><td>Yes</td></tr> </table>		Billy Atkins:	Yes	Katherine Cannata:	Yes	Don Jenkins:	Yes	Gary Luck:	Yes	Valencia May:	Yes	Keri McInnis:	Yes	Robin Mealer:	Yes				
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Gary Luck:	Yes																		
Valencia May:	Yes																		
Keri McInnis:	Yes																		
Robin Mealer:	Yes																		

Michael O'Malley:	Yes
Mickey Wadia:	Yes

Yes: 9, No: 0

Finance and Administration Division Update

Discussion

Trustee O'Malley recognized Mitch Robinson, vice president for finance and administration, who presented information regarding the Finance and Administration division. The division is comprised of eight main areas: Budget and Financial Planning; Business Services and Finance; Capital Planning, Design & Construction; Human Resources; Information Technology; Physical Plant; Public Safety; and University Facilities. Mr. Robinson stated that between him and his direct reports, there is more than 260 years of experience in higher education.

Mr. Robinson shared an overview of the eight areas in the division and their important accomplishments over the past year. The Finance and Administration area often collaborates on special projects and initiatives. Mr. Robinson stated that the division collaborated on APSU's leasing of the space in the Multipurpose Event Center, the helicopter acquisitions, and the Ann Ross Bookstore, which opened this past year.

A general discussion followed regarding the Customer Relationship Management (CRM) software, the license plate recognition software, and the capital projects recommended in the Governor's budget.

President's Report

Discussion

Trustee O'Malley recognized President Licari to give his report to the Board and to report on interim items. President Licari thanked everyone for making him and Kirsten feel welcomed into the community. He thanked the transition team and Dannelle Whiteside for her leadership as interim President. He spoke about the few days leading up to March 1st, including the help he received from the Office of Human Resources, Information Technology, and the football game. On his first day, he had to be in Nashville before the House Government Operations committee where he met two students who have internships with the state legislature, and he was able to attend a virtual piano recital.

President Licari spoke about APSU's efforts regarding the COVID vaccinations. The vaccination site will operate as long as the Montgomery County Health Department needs the University's help. He shared that the nursing faculty and students were the individuals administering the injections and the Good Morning America website and ABC News ran a story about a nursing student who vaccinated her mom, who is a professor at APSU. He stated that the campus COVID numbers remain low. Campus

will return to pre-pandemic class formats for summer classes, and the University intends for campus to return to face-to-face classes and normal in-person operations in the fall.

President Licari shared where the University was in terms of its fundraising efforts. He shared that the "What If" Campaign has been successful as it is just shy of the \$65 million goal. He thanked the campaign steering committee, chaired by Ginna Holleman, Kris Phillips, and Dannelle Whiteside for kicking off the public phase of the campaign. He shared information about Govs Give, which will begin on April 20.

President Licari stated that he has met with a number of state representatives, senators, and other officials in the last week. He has also met with Governor Lee. During the meetings, he emphasized the importance of the Health Professions Building, and promoted the request for the Institute for National Security and Military Studies. He stated that Deputy Speaker Johnson and Senator Powers have filed amendments to the appropriations bill to include \$750,000 per year for three years to support the launch of the Institute.

President Licari shared that the Master of Science in Criminal Justice has been approved by the Tennessee Higher Education Commission and is pending SACSCOC approval. It is expected to be implemented this fall and he thanked Provost Cronley and the department chair, Scott Culhane, for their efforts in launching the new program. He shared information about the Center for the Advancement of Faculty Excellence that will launch this fall. The center's primary objective is the development of innovative and effective teaching to support faculty and student engagement, while supporting effective advising, scholarly work, and impactful service. The Center's first director will be Dr. Melissa Kates, Associate Professor of Health and Human Performance and Associate Dean of the College of Behavioral and Health Sciences.

President Licari welcomed Brittany Young, the new Women's Basketball head coach. He stated this week is homecoming week and shared some of the events that were occurring this weekend.

President Licari stated there were interim items provided to the Board including: a report on the contract, agreements, and the State Building Commission actions; the President's notice of election and agreement of employment; and the appointment of the Secretary to the Board.

Trustee Jenkins thanked Chairman O'Malley for his work and leadership during the presidential search.

Adjourn

Discussion	
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Trustee O'Malley stated that the next Board of Trustees meeting will be held on June 3 and 4, 2021.

Conclusions	
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Trustee O'Malley moved to adjourn the meeting. The motion was seconded by Trustee Atkins. A voice vote was taken and carried unanimously with nine trustees voting yes. The meeting adjourned at 10:16 a.m.



Academic Affairs Committee		
6.4.2021	9:00 a.m.	317 College Street Clarksville, TN 37040
Meeting Type	Academic Affairs Committee Meeting	
Note Taker	Tammy Delvendahl	
Attendees		Present (Y/N)
	Brig. Gen. Robin Mealer, Chair	Y
	Ms. Molly Howard	Y
	Gen. Gary Luck	Y (Electronic)
	Dr. Valencia May	Y
	Dr. Mickey Wadia	Y
	Dr. Maria Cronley, ex officio	Y
	Mr. Mike O'Malley, ex officio	Y
	Dr. Michael Licari, President	Y
	Ms. Dannelle Whiteside, Vice President for Legal Affairs and Organizational Strategy	Y
	Dr. McCartney Johnson, Secretary to the Board	Y
Call to Order		
Discussion		
Trustee Mealer called the meeting to order at 9:02 a.m.		
Roll Call/Declaration of a Quorum		
Discussion		
Trustee Mealer, Trustee Howard, Trustee May, and Trustee Wadia were physically present. Trustee Luck participated by teleconference. As she called the roll, Dr. McCartney Johnson asked those participating by teleconference if they could hear		

clearly and if there were other people present with them at their locations. Trustee Luck stated he could hear clearly and stated he was alone.

Trustee Mealer stated there was a quorum.

Action Item A – Tenure Upon Appointment: Dr. Valerie Leake

Discussion

Trustee Mealer recognized Dr. Maria Cronley, Provost and Senior Vice President for Academic Affairs, to provide information on awarding tenure upon appointment at the rank of full professor for Dr. Valerie Leake, who will serve the Department of Psychological Science and Counseling as a professor and Director for the Doctor of Psychology (PsyD) in Counseling Psychology program, effective August 1, 2021. Dr. Leake meets all of the requirements of the APSU policy on tenure in the Department of Psychological Science and Counseling.

Conclusions

Trustee Wadia moved to approve the tenure upon appointment for Dr. Valerie Leake. The motion was seconded by Trustee May. A roll call vote was taken and carried unanimously with four trustees voting yes.

Gary Luck:	Yes
Valencia May:	Yes
Robin Mealer:	Yes
Mickey Wadia:	Yes

Yes: 4, No: 0

Action Item B - Revisions to Policy 1:027 General Education Requirements and Degree Requirements

Discussion

Trustee Mealer recognized Provost Cronley to provide information regarding the proposed changes to APSU Policy 1:027 General Education Requirements and Degree Requirements. The revisions include changes to the courses permitted to satisfy the Humanities and/or Fine Arts requirements for associate of science and baccalaureate degrees.

Conclusions

Trustee Wadia moved to approve the revisions to APSU Policy 1:027 General Education Requirements and Degree Requirements. The motion was seconded by Trustee May. A roll call vote was taken and carried unanimously with four trustees voting yes.

Gary Luck:	Yes
Valencia May:	Yes
Robin Mealer:	Yes
Mickey Wadia:	Yes

Yes: 4, No: 0

Information Item A – T3 Coaching and Student Success Initiatives Grant

Discussion

Trustee Mealer recognized Provost Cronley to provide information regarding the T3 Coaching and Student Success Initiatives Grant. This grant was awarded by the United States Department of Education, Office of Postsecondary Education in the amount of \$2.25 million. The purpose of the grant is to enable colleges and universities to develop transformative institutional practices to increase student success outcomes with a focus on closing equity gaps.

Conclusions

This was an information item and required no action.

Information Item B – Center for Advancement of Faculty Excellence (CAFE)

Discussion

Trustee Mealer recognized Provost Cronley to provide information regarding the Center for Advancement of Faculty Excellence (CAFE). This center will help retain and cultivate an engaged, collaborative, and diverse faculty. The CAFE center will also promote teaching excellence and student learning.

Conclusions

This was an information item and required no action.

Information Item C – Fall Semester Plans

Discussion

Trustee Mealer recognized Provost Cronley to provide information regarding Fall Semester plans. APSU is preparing to return to pre-COVID course delivery modalities. The department chairs and the Office of the Registrar built a Fall 2021 schedule similar to APSU's traditional schedule of courses and modalities.

Conclusions

This was an information item and required no action.

Adjourn	
Discussion	
Trustee Mealer moved to adjourn the meeting. Trustee May seconded the motion. A voice vote was taken and carried unanimously with four trustees voting yes. The meeting adjourned at 9:16 a.m.	

CURRICULUM VITAE

VALERIE STEPHENS LEAKE, PH. D.

I. GENERAL INFORMATION

Home:

Work:

II. EMPLOYMENT

8/2016- present

Director, Psy.D. in Counseling Psychology Program,
Professor, Counseling Psychology
Radford University

10/2014–7/2016

Clinical Psychologist, PTSD Clinical Team
Lexington VAMC

10/2014-7/2016

Evidence-Based Psychotherapies Coordinator
Lexington VAMC

8/2013- 9/2014

Associate Professor, Counseling Psychology
Radford University

8/2007–6/2013

Assistant Professor, Counseling Psychology
Radford University

1/2008 - present

Licensed clinical psychologist, (#0810003911)
Commonwealth of Virginia

8/2006– 8/2007

Visiting Assistant Professor, Educational/Counseling Psychology,
University of Kentucky

September 2005-
August 2006

Predoctoral Intern (full time)
Cincinnati VAMC, Cincinnati, OH

III. EDUCATION

2006

Ph. D. in Counseling Psychology, University of Kentucky,
Lexington, KY

2001

M.S. in Counseling Psychology, University of Kentucky,
Lexington, KY

1979

B.S. Ed. In English Education, University of Georgia
Athens, GA

IV. GRANT FUNDING

2019-present

“Rural Educational Advances: Creating Behavioral Health Integration and Interprofessional Nurturing for Graduate Students (REACHING) Project” This is a partnership between the RU PSY D program and community partners to

	create a model education doctoral program in behavioral health and telemental health that addresses Opioid Use Disorder and Substance Use Disorder as well as collaboration with professionals in a Medically Assisted Therapy Center. (Dr. Valerie S. Leake, P.I., direct costs of \$941,186). HRSA, funded.
2017	“Assessment of a Veteran-Specific Orientation Course” This project provides for assessment of a new veteran-specific orientation course by the graduate students who created the course and their supervisor in order to determine which needs of new student veterans are met through this pilot course and which needs remain unmet. (Dr. Valerie S. Leake, P.I., direct costs of \$5000). American Psychological Association, Division 19, unfunded.
2016 – 2020	“Rural Integrated Care Expansion Project” This is a partnership between Radford University’s Psy. D. in Counseling Psychology program and two rural community health centers (Community Health Center of the New River Valley and Tri-Area Community Health) to expand practicum training positions for doctoral students to develop skills in rural underserved integrated primary care settings and promote interdisciplinary training in those settings. (Dr. Valerie S. Leake, P.D., direct costs of \$843,000). HRSA grant, funded. (Note: Grant originally written by Dr. Sarah Hastings, directed by Dr. Leake since August 2016.)
2013	“Appalachian Veterans Service Coordination Center at Radford University (AVSCC)” Expansion of Appalachian Veterans’ Service Coordination Center at Radford University into far southwest Virginia to link reintegrating veterans and their families with a variety of mental health, medical, occupational, and educational services in addition to training providers in the issues facing veterans, (Dr. Valerie S. Leake, P.I., direct costs of \$1,994,737), VA grant, unfunded.
2010	“A systems approach with adolescents, families, and the environment to provide mental health interventions that nurture and develop protective factors against substance use (SAFEMINDS).” Development and implementation of a pilot program to treat adolescent substance abusers referred by the juvenile justice system to facilitate improved familial, school, and community involvement and prevent relapse, (Ms. Linda Ely, P.I., Dr. Valerie S. Leake, co-P.I, direct costs of \$15,213.00), Internal seed grant awarded by Radford University.
2008 best- Leake, P.I., Radford University.	“Efficacy of CPT-FAM for trauma survivors.” Developed family support modules as an addition to cognitive processing therapy, an established practices treatment for posttraumatic stress disorder, (Dr. Valerie S. direct costs of \$13,000), Internal seed grant awarded by
2008 Developed who are and build educational attendance. investigators, direct costs of	“Expanding Educational Options for Appalachian Women through Strengths-focused Mentoring: Opening Doors while Honoring Cultural Roots.” a strengths-based program for young women in southwestern Virginia college-able but not necessarily college-bound to help them discover their strengths and encourage higher rates of higher (Drs. Valerie Leake and Sarah Hastings, co-\$10,000, unfunded).
2005-2006	“Efficacy of CPT-SA for adolescent survivors of CSA.” Developed and revised application for the study of treatment efficacy of cognitive processing therapy for adolescents with PTSD from child sexual abuse, (Dr. Kathleen M. Chard, P.I., direct costs of \$250,000, unfunded).

V. SUPERVISORY EXPERIENCE

2019-present	Clinical supervisor for doctoral practicum students in CAPS (departmental clinic), Winter 2019-present.
2017	Clinical supervisor for pre-doctoral intern and practicum students in CAPS (departmental clinic) Summer, 2017.
2016-2017	Clinical supervisor for doctoral practicum student as part of HRSA grant, Community Health Center of the New River Valley.
2015-2016	Clinical supervisor for pre-doctoral interns in the PTSD Clinical Team unit of the Lexington Veterans Affairs Medical Center.
2014-2016	Member of Training Committee for practicum students and pre-doctoral interns at Lexington Veterans Affairs Medical Center.
2014	Clinical co-supervisor for doctoral students in Trauma Supervision Group meeting weekly for group supervision for client cases using CPT.
2013-2014	Licensed clinical supervisor on-site for pre-doctoral therapists enrolled in Counseling Psychology Psy.D. program with the Community Health Center of the New River Valley
2013-2014	Clinical supervisor for pre-doctoral students in the Psy. D. program treating therapy clients through the Center for Assessment and Psychological Services (CAPS)
2012-2014	Clinical supervisor for pre-doctoral intern serving at the Center for Assessment and Psychological Services (CAPS)
2008 - 2013	Faculty supervisor for pre-doctoral therapists enrolled in Counseling Psychology Psy.D. program, Radford University
2006-2007	Faculty supervisor for master's level therapists enrolled in Counseling Psychology program, University of Kentucky
2005-2006	Supervisor for Social Work student therapist, Cincinnati Veterans Affairs Medical Center
2003-2004	Supervisor for therapists in R.I.S.E. program, Bluegrass Mental Health/Mental Retardation Board
2001-2004	Supervisor for master's student therapists, University of Kentucky

VI. CLINICAL EXPERIENCE

2019	Behavioral Health provider, Remote Access Medical Clinic (RAM) Wise, VA
2017-present	Psychologist Center for Assessment & Psychological Services: Radford University Radford, VA
2014-2016	Psychologist/Supervisor PTSD Clinical Team, Lexington Veterans Affairs Medical Center Lexington, KY

2013-2014	Psychologist/Co-therapist Center for Assessment and Psychological Services: Radford University Radford, VA
2010-2012	Psychologist/Supervisor Pro Bono Program, Mental Health Association of Virginia Blacksburg, VA
2005-2006	Psychology Intern Cincinnati Veterans Administration Medical Center Cincinnati, OH
2004-2005	Therapist Georgetown College Counseling Center Georgetown, KY
2002-2004	Therapist and R.I.S.E. Program Director Anderson County Comprehensive Care Bluegrass Mental Health/Mental Retardation Board Lawrenceburg, KY
2002-2004	Co-therapist of Adult Transitions therapy group University of Kentucky Counseling Psychology Clinic Lexington, KY
2002	Mental Health Professional Bluegrass Mental Health/Mental Retardation Board Lawrenceburg, KY
2002 – 2005	Therapist, Practicum student University of Kentucky Counseling Psychology Clinic Lexington, KY
2001 –2002	Co-therapist, Secondary Survivors of Trauma therapy group University of Kentucky Counseling Psychology Clinic Lexington, KY
2000	Co-leader of Stepfamily Support Group, six-week workshop Catholic Social Services Bureau Lexington, KY
2000 - 2001	Counselor, practicum student Catholic Social Services Bureau Lexington, KY

VII. CONSULTATION

2009, 2013	Salem Veterans' Affairs Medical Center, consultant to the PTSD unit and continuing education unit
2010-2014	Children's Hospital of Philadelphia, consultant to the PROMIS (Patient Reported Outcome Measurement Information System) project

VIII. PUBLICATIONS

- Dobson, C., Joyner, J., Latham, A., **Leake, V.**, & Stoffel, V. (2019). Participating in change: Engaging student veteran stakeholders in advocacy efforts in clinical higher education. *Journal of Humanistic Psychology*, <https://doi.org/10.1177/0022167819835989>
- Smith, A. E., Riding-Malon, R., Aspelmeier, J.A., & **Leake, V. S.** (2018). A qualitative investigation into bridging the gap between religion and psychology to improve rural mental health. *Journal of Rural Mental Health* 42(1), 32-45.
- Joyner, J., & **Leake, V.S.** (2017). A brief review of the conservation of resources theory as it applies to military trauma. *Trauma Psychology News*, 12(3).
- Cohn, T.J., & **Leake, V.S.** (2012). Affective distress among adolescents who endorse same-sex attractions: Urban versus rural differences and the role of protective factors. *Journal of Gay and Lesbian Mental Health*, doi: 10.1080/19359705.2012.690931
- Leake, V.S.**, Smith, A.E., Love, M.M., Mullins, J.L., & Lyall, S.E. (2012, May). Innovative solutions for maintaining competence among rural mental health providers: A social justice perspective. *National Association of County Behavioral Health and Developmental Disability Directors Newsletter*. Found here: <http://nacbhdd.org/content/NACBHDD%20Newsletter%20May%202012.pdf>
- Leake, V. S.** (2007). Personal, familial, and systemic factors associated with family belonging for stepfamily adolescents. *Journal of Divorce and Remarriage*, 47(1/2).
- Anderman, L.H., & **Leake, V.S.** (2005). The ABCs of motivation: An alternative framework for teaching preservice teachers about motivation. *The Clearinghouse*, 78(2), 192-197.
- Matthews, K.F., Hughes, H.K., Freeman, T.M., **Leake, V.S.**, Prout, H.T., Anderman, L.H., Nellis, L.M., Danner, F.W., Anderman, E.M., & Noar, S. (2002). Depression and optimism among adolescents with and without mental retardation. *Psychology in Mental Retardation and Developmental Disabilities*, *APA Division 33 Newsletter*, 28(2), 2-4.

IX. BOOKS

- Frangicetto, T., & Leake, V. S. (2010). *Adolescence in the Real World: Concepts and Applications*. New York: Wiley. (Prospectus accepted, chapters written, project dropped by publisher 5/10).
- Leake, V.S., & Chard, K.M. (2009). *Cognitive processing therapy family support modules: CPT-FAM/Civilian version, Therapist's manual*. (Unpublished, for use in training).
- Leake, V.S. (2008). *Steps between, steps within: Adolescents and stepfamily belonging*, Saarbrücken, Germany: VDM Verlag.

X. BOOK CHAPTERS

- Riding-Malon, R., **Leake, V.S.**, Muhomba, M., & Tzou, J. (2010). United cultures of counseling. In M. Trotter-Mathison, J.M. Koch, S. Sanger, & T. M. Skovholt, Eds. *Voices from the field: Defining moments in counselor and therapist development*. New York: Routledge.
- Anderman, L.H., & **Leake, V. S.** (2007). The interface of school and family in meeting the belonging needs of early adolescents. In S. Mertens, V. Anfara, & M. Caskey, Eds., *Handbook of research in middle level education (Vol. 6.): The young adolescent and middle school*. Charlotte, N.C.: Information Age Publishing.

XI. PRESENTATIONS-Peer Reviewed

- Bullock, V., **Leake, V.S.**, Riding-Malon, R., & Biermeier-Hanson, B. (2020, August). *Career-related decision-making difficulty and psychological distress among student service members/veterans*. Poster presentation accepted at the American Psychological Association annual conference, Washington, D.C.
- Leake, V.S.**, (2019, August). *Challenges and benefits in implementation of a HRSA GPE training grant: Years 1-3 and future grants*. In "Implementing a HRSA training grant in integrated care: Various perspectives in Year 3." Symposium presentation accepted at the American Psychological Association annual conference, Chicago, IL.
- Bullock, V., Oh, J., & **Leake, V.S.** (2019, April). Career satisfaction and depression among rural veterans. Poster presentation presented at the 2019 Counseling Psychology Great Lakes Conference, Louisville, KY.
- Joyner, J. Nehilla, L., Lindamood, J., Grigsby, M., Holt, S., & **Leake, V.** (2018, August). *Protective factors for PTSD symptom severity in the military*. Poster presentation accepted at the American Psychological Association annual conference, San Francisco, CA
- Leake, V.S.** (2018, April). *Rural veterans: Characteristics and needs*. Paper presentation at the Collaborative Conference in Rural Mental Health, Abingdon, VA
- Bullock, V. & **Leake, V. S.** (2018, March). *The history and future of social interest*. Poster presentation at the North American Society of Adlerian Psychology Annual Conference, Toronto, Canada.
- Latham, A., Joyner, J., & **Leake, V.** (2017, November). *Developing and validating an implicit measure of attitudes towards pornography 2.0*. Paper presentation at the annual meeting of the Society for the Scientific Study of Sexuality (SSSS), Atlanta, GA.
- Leake, V.S.**, (August, 2017). *Challenges and benefits in implementation of a HRSA training grant*. In "Implementing a HRSA training grant in integrative care: Various perspectives in year 1." Symposium presentation at the American Psychological Association annual conference, Washington DC.
- Leake, V.S.** (March, 2016). *Ethical considerations for working with rural veterans*. Ethics workshop presented at the 6th Annual Collaborative Conference on Rural Mental Health, Boone, NC.
- Gauble, K., **Leake, V.S.**, & Olsen, T. (September, 2015). *Collaboration on meeting needs of returning veterans in academic settings*. Chaired roundtable discussion at the VA Mental Health Summit. Lexington, KY.
- Gauble, K., **Leake, V.S.**, & Olsen, T. (April, 2015). *Meeting the needs of returning rural veterans: The roles of mental health professionals in the VHA, academic settings, and the armed forces*. Paper presentation at the 5th Annual Collaborative Conference on Rural Mental Health, Boone, NC.
- Leake, V.S.** (March, 2014). *Promoting veteran friendly practices through research, advocacy, and outreach: Resources for counseling psychologists and university counseling centers*. Symposium presented at the International Counseling Psychology Conference, Atlanta, GA.
- Whiting, E., & **Leake, V.S.** (March, 2014). *Creating safe zones for student veterans: A cultural competence training model*. Training presented at the International Counseling Psychology Conference, Atlanta, GA.
- Morris, S., Austin, K., Holmes, S., Lyall, S., & **Leake, V.** (April, 2013). *Influence of life experiences and religiosity of student veterans*. Poster presentation at the Virginia Psychological Association Spring Conference, Richmond, VA.

- Price, H., & **Leake, V.** (April, 2013). *Use of mobile technology in student-veteran reintegration*. Poster presentation at the Virginia Psychological Association Spring Conference, Richmond, VA.
- Nolan, L., Barfield, S., Murphy, M., Caughron, J., & **Leake, V.** (March, 2013). *HIV Stigma Scale for rural populations*. Paper presentation at the Annual Collaborative Conference on Rural Mental Health, Boone, NC.
- Leake, V.S.**, Whiting, E., Williams, A.W., Rasiak, K., Peach, B., Hundley, K., Schumann, M., & Holmes, S. (August, 2012). *Access to educational benefits, locus of control, academic self-efficacy, and motivation for college attendance of student veterans and non-veteran students*. Poster presentation at the American Psychological Association annual conference, Orlando, FL.
- Carter, J., **Leake, V.S.**, Sherrill, A., Morris, S., & Holmes, S. (August, 2012). *Knowledge, attitudes, and perceived stigmas towards the use of disability resources for veterans and non-veterans in higher education and faculty*. Poster presentation at the American Psychological Association annual conference, Orlando, FL.
- Leake, V.S.**, Smith, A.E., Love, M.M., Mullins, J.L., & Lyall, S. E. (April, 2012). *Innovative solutions for maintaining competence among rural health providers: A social justice perspective*. Presented at Annual Collaborative Conference on Rural Mental Health, Boone, NC.
- Leake, V.S.** (2011, August). *Counseling psychology and social justice at work in rural settings: Opportunities and challenges*. Symposium presentation at the American Psychological Association annual conference, Washington DC.
- Leake, V.S.**, & Riding-Malon, R. (2011, August). *Development of topic-based multi-level research teams to facilitate the teaching of research methods in a rural university*. Poster presentation at the American Psychological Association annual conference, Washington DC.
- Leake, V. S.**, & Riding-Malon, R. R. (2010, October). *Hiding in plain sight: Unrecognized facets of diversity*. Symposium presentation at the Southeast Regional Conference for Counseling Psychology, Radford, VA.
- Leake, V.S.** (August, 2009). *Construct validity of the Family Belonging Scale-Revised*. Poster presented at the American Psychological Association annual conference, Toronto.
- Leake, V.**, Hastings, S., Cohn, T., Mullis, T., & Riding-Malon, R. (April, 2009). *Faculty perspectives on infusing social justice throughout the curriculum*. Paper presented at the Southeast Regional Counseling Psychology Conference, Athens, GA.
- Lindstrom, J., & **Leake, V.** (April, 2009). *Family belonging, family type, and perception of health among adolescents with insulin-dependent diabetes*. Poster presented at the Big South Undergraduate Research Symposium, Asheville, NC.
- Leake, V.S.**, Chard, K.M., & Cox, T. (2008, August). *Changes in family belonging following treatment of PTSD in veterans*. Poster presented at the American Psychological Association annual conference, Boston, MA.
- Cohn, T., & **Leake, V.** (2008, March). *Allies and affective distress in GLB youth*. Symposium presented at the International Conference of Counseling Psychology, Chicago, IL.
- Leake, V.S.**, & Chard, K.M. (2007, August). *Association of family belonging with severity of PTSD symptoms in veterans*. Poster presented at the American Psychological Association annual conference, San Francisco, CA.

Tzou, J., & **Leake, V.S.** (2007, August). *Cross cultural validation of the Family Belonging Scale with Taiwanese youth*. Poster presented at the American Psychological Association annual conference, San Francisco, CA.

Leake, V.S., & Miller, A. D. (2007, April). *Protecting stepfamily adolescents from harm: The longitudinal association of level of family belonging and engagement in risky behaviors for adolescents*. Poster presented at the American Educational Research Association annual conference, Chicago, IL.

Leake, V.S., & Matthews, K.F. (2005, July). *Helping up the steps: Positive outcomes for young stepfamily adults*. Poster presented at the American Psychological Association annual conference, Washington, D.C.

Korfhage, B.A., **Leake, V.S.**, & Duhigg, J.M. (2005, July). *Self efficacy beliefs for providing affirmative counseling to sexual minority clients*. Poster presented at the American Psychological Association annual conference, Washington, D.C.

Matthews, K.F. & **Leake, V.S.** (2005, April). *Factors that predict positive outcomes in young adults with and without learning disabilities*. Poster presented at the American Educational Research Association annual conference, Montreal, Quebec.

Leake, V. S. (2004, July). *Protecting stepfamily adolescents from harm: Is increased family belonging a true protective factor from risky behaviors?* Paper presented at the National Longitudinal Adolescent Health Survey Users biannual conference, Washington, DC.

Leake, V. S. (2004, July). *How many steps to a family? Adolescents and stepfamily belonging*. Poster presented at the American Psychological Association annual conference, Honolulu, HI.

Leake, V. S., & Matthews, K.F. (2004, July). *Adolescents in stepfamilies: What does it take to belong?* Poster presented at the American Psychological Association annual conference, Honolulu, HI.

Leake, V.S., Hughes, H.L., & Nellis, L. M. (2003, March). *How many steps to a family?* Poster presented at Spring Regional Research Conference, University of Louisville, Louisville, KY.

Matthews, K.F., Hughes, H.K., Freeman, T.M., **Leake, V.S.**, Prout, H.T., Anderman, L.H., Nellis, L.M., Danner, F.W., Anderman, E.M., & Noar, S. (2002, August). *Depression and optimism among adolescents with and without mental retardation*. Poster presented at the American Psychological Association Annual Convention, Chicago, IL.

XII. PRESENTATIONS-Invited

Leake, V.S. (2019, July). *Trauma and PTSD Treatments*. Invited guest lecture for Radford University Counselor Education Program, Radford, VA

Leake, V.S. (2018, July). *Trauma and PTSD: Prevalence, risk factors, & treatments*. Invited guest lecture for Radford University Counselor Education Program, Radford, VA

Leake, V.S. (2018, July). *HRSA GPE Advocacy Training 2018*. Invited guest lecture to PSYC 843 class.

Leake, V.S. (2018, March). *Careers with a Psy. D. in Counseling Psychology*. Invited guest lecture to PSYC 222 class.

Leake, V. S. (2018, March). *Trauma and PTSD: Prevalence, risk factors, & treatments*. Invited presentation to Southwest Virginia Internship Consortium interns.

Leake, V.S. (April, 2016). *Evidence-based psychotherapies and PTSD treatment for military veterans*. Invited presentation to University of Kentucky College of Social Work 2nd Annual Conference on Military Behavioral Health, Lexington, KY.

Leake, V.S. (November, 2015). *Understanding PTSD for caregivers*. Invited presentation to caregivers at Caregivers' Support Conference, Lexington VAMC, Lexington, KY.

Gauble, K., & **Leake, V.S.** (August, 2015). *Recognizing and meeting the needs of returning veterans with PTSD in academic settings*. Paper presentation to the Kentucky Association of Career Colleges and Schools Annual Conference, Louisville, KY.

Leake, V.S. (May, 2014). *Trauma and PTSD: Prevalence, risk factors, and treatments*. Invited lecture to therapists at New River Community Service Board, Blacksburg, VA.

Leake, V.S., & Barfield, S. (December, 2013). *DSM-IV-TR to DSM-5: What's controversial, what's changed, what's stayed the same*. Continuing education provided at SW Virginia Continuing Education Center.

Leake, V.S. (July, 2013). *Trauma and PTSD: Prevalence, risk factors, & treatments*. Invited presentation for Counselor Education class: Crisis and Trauma.

Leake, V.S., & Barfield, S. (May, 2013). *DSM-IV-TR to DSM-5: What's controversial, what's changed, what's stayed the same*. Invited address at the Veterans Affairs Medical Center, Salem, VA.

Leake, V.S., & Riding-Malon, R. (2011, October). *Hiding in plain sight: Recognizing faces of diversity to enhance diagnosis and treatment*. Invited address to Blue Ridge Academy of Clinical Psychologists, Roanoke, VA.

Leake, V.S. (2009, October). *Theoretical basis and empirical support for family interventions for PTSD*. Invited talk at Veterans Affairs Medical Center, Salem, VA.

Leake, V.S. (2009, October). *Trauma and PTSD: Prevalence, risk factors, & treatments*. Invited talk for King Grant series, Radford University.

XII. DOCTORAL DISSERTATIONS

Assadnia, Rebecca (Committee) (Proposal defended: July 2020). *Role of shame resilience theory in substance use treatment in rural Appalachia*.

Barfield, Stirling (Committee) (Defended: April 2015). *Resilient Kids: A child's view. A qualitative investigation into a South African, faith-based NGO for orphans and vulnerable children explored from the perspective of the child*.

Bullock, Victor (Chair) (Defended: June 2020). *Career-related decision-making difficulty and psychological distress among student service members/veterans*.

Herren, Alexandra (Chair) (Defended: April 2013). *Veterans on campus: Uncovering the experiences of student veterans at a small rural liberal arts university*.

Joyner, Jordan (Chair) (Defended: February 2019). *Extraversion and resilience as protective factors for PTSD symptom severity in the military*.

Latham, Alexander (Chair) (Defended: June 2020). *Assessing attitudes of Veterans Administration providers toward transgender and gender nonconforming individuals*.

Lyle, Sarah (Chair) (Proposal defended: October 2013). *The role of anxiety sensitivity in the co-morbid experiencing of chronic pain and PTSD*.

Mullins, Jaclyn (Committee) (Proposal defended: October 2013). *Posttraumatic growth in breast cancer patients and survivors: The role of giving and receiving social support.*

Nicely, Zetta (Chair) (Defended: July 2012). *Appalachian girls' college preparedness: An intervention programs comparison.*

Simonson, Kevin (Committee) (Defended: July 2011). *Atheism in the United States: Investigating anti-atheist discrimination and effective coping skills.*

Smith, Adam (Committee) (Proposal defended September 2013). *Building bridges: Qualitative investigation into bridging the gap between religion and psychology to improve rural mental health.*

Whiting, Erica (Chair) (Defended: May 2013). *Life on the homefront: Adapting the Family Belonging Scale-Revised for use with military families.*

XIII. ORAL COMPREHENSIVE EXAMINATIONS

George, Daniel: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2020).

Harris, Kamille: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2020).

Oh, Jennifer: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2020).

Bullock, Victor: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2019).

Faires, Alyson: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2019).

Latham, Alexander: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2018).

Pohto, Paul: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2018).

Schulte, Philip: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2018).

Burkhart, Jeremiah: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2017).

Cottrell, Elizabeth: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2017).

Evans, Ian: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2017).

Joyner, Jordan: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2017).

Turk, Rachel: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2017).

Barbir, Lara: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2016).

Casazza, Stephen: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2016).

Goldstein, Alissa: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2016).

Ludwig, Emily: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2016).

Vandevender, Anna: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2016).

Love, Michael: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2013).

Lyall, Sarah: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2013).

Mullins, Jaclyn: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2013).

Smith, Adam: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2013).

Whiting, Erica: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2012).

Stroup, Jennifer: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2012).

Hoover-Thompson, Alysia: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2011).

Herren, Alexandra: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2010).

Nicely, Zetta: Oral Comprehensive Exams, Radford University, Department of Psychology, Counseling Psychology Psy D (2010).

XIV. DIRECTED STUDIES (GRADUATE)

Bishop, Katherine: Directed Study, Radford University, Department of Psychology, Clinical Psychology Masters (2013-2014)

Kiddie, Natalie: Directed Study, Radford University, Department of Psychology, Clinical Psychology Masters (2011-2013)

Nehilla, Lauren: Directed Study, Radford University, Department of Psychology, Clinical-Counseling Psychology Masters (2017-2018)

XV. INDEPENDENT STUDIES (UNDERGRADUATE)

Satterly, Matthew: Independent Study, Radford University (2013), *Empirically validated treatments for PTSD in returning and reintegrating military personnel.*

Schumann, Matthew: Independent Study, Radford University (2012), *Access to educational benefits, locus of control, academic self-efficacy, and motivation for college attendance of student veterans and non-veteran students.*

Rasiak, Katherine: Independent Study, Radford University (2012), *The effect of rank and time enlisted on physical and psychological health of veterans, as compared to non-veterans.*

Peach, Bridgette: Independent Study, Radford University (2012), *The effects of a parent's deployment on a dependent.*

Craig, Morna: Independent Study, Radford University (2012), *Stress and gender: A review of the neurobiological differences between male and female traumatic stress responses and posttraumatic stress disorder.*

Hundley, Kevin: Independent Study, Radford University (2012), *Effects of combat on compassion and empathy in veterans.*

Williams, Adam: Independent Study, Radford University (2011 – 2 semesters), *Post-deployment reintegration of student veterans from the National Guard and Reserve components into the college environment.*

White, Eliza: Independent Study, Radford University (2011), *Knowledge, attitudes, and perceived stigmas towards the use of disability resources for veterans and non-veterans in higher education and faculty.*

Kevorkian, Alexander: Independent Study, Radford University (2011), *Knowledge, attitudes, and perceived stigmas towards the use of disability resources for veterans and non-veterans in higher education and faculty.*

Parker, William: Independent Study, Radford University (2011), *Knowledge, attitudes, and perceived stigmas towards the use of disability resources for veterans and non-veterans in higher education and faculty.*

Helm, Ryan: Independent Study, Radford University (2011), *Knowledge, attitudes, and perceived stigmas towards the use of disability resources for veterans and non-veterans in higher education and faculty.*

Funston, Megan: Independent Study, Radford University (2011), *Gender differences and reintegration in United States Army Reserves and National Guard veterans.*

McMillan, Stephanie: Independent Study, Radford University (2009-2010), *Examining sex education services and sexual competence among rural and urban youth.*

Johnston, Lauren: Independent Study, Radford University (2009-2010), *The effect of non-stepfamilies and stepfamilies on adolescent's sense of family belonging and likelihood of affective distresses.*

Gauldfeldt, Kristina: Independent Study, Radford University (2009-2010), *Making decisions before they're ready: Outcomes of early adolescent autonomous behavior.*

Lindstrom, Jillian: Independent Study, Radford University (2008-2009), *"Family belonging, family type, and perception of health among adolescents with insulin-dependent diabetes"*

Varley, Jennifer: Independent Study, Radford University (2007-2008), “*Urbanicity: A comparison of urban and rural living environments and ADHD prevalence in adolescents who display juvenile delinquency*”

XVI. RESEARCH EXPERIENCE

2016-present	Student Veterans’ Research Team Radford University Radford, VA
2015	Primary Care-Mental Health Integration /EBP Utility Lexington VAMC Lexington, KY
2015	Outcome Research, Posttraumatic Stress Disorders Clinical Team Lexington VAMC Lexington, KY
2010-2014	Student Veterans’ Research Team Radford University Radford, VA
2012- 2014, 2007-2009	Adolescent Issues / ADD Health Research Team National Longitudinal Survey of Adolescent Health Radford University Radford, VA
2006-2007	Family Belonging Research Team University of Kentucky Lexington, KY
2005-2006	Research-focused intern rotation- Post-Traumatic Stress Disorders Unit Cincinnati Veterans Affairs Medical Center, Cincinnati, OH
2002- 2005	Outcome research on R.I.S.E. program Bluegrass Mental Health/Mental Retardation Board Lawrenceburg, KY
2000 – 2007	ADD Health Research Committee The National Longitudinal Study of Adolescent Health University of Kentucky Lexington, KY

XVII. TEACHING EXPERIENCE

2019	Pre-doctoral Practicum, Telemental Health focus, Radford University
2017-present	Pre-doctoral Practicum, Brief Therapy focus, Radford University
2017-2018	Introduction to Counseling Psychology, Radford University
2017	Pre-doctoral Practicum, Trauma Treatment focus, Radford University
2017-present	Ethical, Legal, and Professional Issues in Psychology, Radford University
2016-present	Psy. D. Internship, graduate course, Radford University

2012-2013	Psychology of Diversity, undergraduate course, Radford University
2011	Child Psychology, undergraduate course, Radford University
2011 – 2014	Directed study, graduate course, Radford University
2011- 2013	Research capstone: Special Topics in Student Veterans' Research I and II, undergraduate courses, Radford University
2011, 2013	Summer Pre-doctoral Practicum, graduate multi-cohort course, Radford University
2010- 2014	Couples and Family Therapy, graduate course, Radford University
2008-2014	Pre-doctoral Practicum Ia & Ib, graduate courses, Radford University
2008	Lifespan Development, graduate course, Radford University
2007-2014, 2020	Adolescent Psychology, undergraduate course, Radford University
2007-2010	Research Methods, undergraduate course, Radford University
2007	Gender Development, graduate course, University of Kentucky
2007	Pre-Masters Practicum, graduate course, University of Kentucky
2007	Counseling Techniques II, graduate course, University of Kentucky
2006	Principles of Psychological Assessment, graduate course, University of Kentucky
2006	Counseling Techniques I, graduate course, University of Kentucky
2006	Theories of Counseling, graduate course, University of Kentucky
2004-2005, 2001-2004	Human Development and Learning, undergraduate course, University of Kentucky

XVIII. SERVICE AND OUTREACH

2020-present	Committee for Opioid Use and the Law joint conference with Radford University and Appalachian College of Law Co-chair of Health and Human Services sub-committee
2020-present	Council of Counseling Psychology Training Programs (CCPTP) Executive Board, Secretary
2019 – 2020	Council of Counseling Psychology Training Programs (CCPTP) Executive Board, Secretary-Elect
2019-present	Radford City Citizen Representative, Radford Department of Social Services Board, Radford, VA
2019-present	Advisory Board Member, Appalachian Telemental Health Initiative – Virginia Pilot, Virginia Department of Behavioral Health and Developmental Services, UVA at Wise, VA

2018	American Psychological Association Graduate Psychology Education Grant Advocacy Training, Washington, DC
2018	Planning committee member, Collaborative Conference in Rural Mental Health 2018, Wytheville, VA
2018	Search committee member – Psychology department Administrative Assistant
2017, 2019	Facilitator, Waldron College Interprofessional Education and Practice Symposium
2017	Member, BHEST – HRSA grant-writing interdisciplinary team
2016-2018	Member, Southwestern Virginia Psychology Doctoral Internship Consortium Advisory Board
2015	VA Mental Health Summit Committee, Lexington VAMC
2014- 2016	Training Committee, Lexington VAMC
2013 – 2014	Practicum coordinator for Psy D program, Radford University
2013 –2014	Professional Writing Group, Radford University
2012 - 2014	Curriculum Committee, Radford University, Departmental Service
2012 – 2014	Faculty advisor, Radford University’s Veterans Student Organization
2011 - 2014	Faculty advisor, Psy.D. Graduate Student Organization, Radford University
2011 - 2014	HMVHE (Helping Military Veterans through Higher Education) Partner, State consortium run by Law School of College of William & Mary and VCU Psychology Clinics
2010-2014	Member, RU Disaster Mental Health Team 3, Radford University
2009-2014	Member, Rural Mental Health Consortium, Radford University
2011-2012	Dean’s Scholar Selection Committee, Radford University, Departmental service
2009-2012	Chair for APA Special Interest Group – in formation: Rural Practice and Scholarship
2008-2014	Travel committee, Social committee, Radford University, Departmental service
2007-2014	Counseling Psychology Psy.D. Steering Committee, Radford University
2006-2007	Professional Writing Group, University of Kentucky Departmental service
2005-2006	Training committee, Cincinnati VAMC Departmental service
2006	Mock interviewer for intern candidates, Xavier University Professional service

2005	“Alcohol Awareness” Outreach to students at Georgetown College
2004	“National Depression Screening Day” Outreach to students of Georgetown College
2004	“Crisis Management for Resident Advisors” Outreach to resident advisors of Georgetown College
2004	“Parents’ Program” Georgetown College Outreach to parents of incoming freshman students
2003-2004	Weekly parent meetings – R.I.S.E. Program Outreach to parents of children at the Reading Improves Self-Esteem program
2002	“Camper Behavior Management” Outreach to 4-H Program

XIX. EDITORIAL EXPERIENCE

2016-2018	Reviewer for <i>Journal of Rural Mental Health</i>
2013	Reviewer of student posters for competition, Virginia Psychological Association Spring Conference
2012	Reviewer of proposals for Annual Collaborative Conference on Rural Mental Health, Boone, NC
2012	Reviewer for <i>Journal of Gay and Lesbian Mental Health</i>
2011	Reviewer for <i>Journal of Marriage and Family</i>
2008, 2009, 2012	Textbook review for multicultural education (Sage), adolescent psychology (Wiley), pre-revision of <i>Handbook for Social Justice in Counseling Psychology: Leadership, Vision, and Action</i> (Sage)
2008	Reviewer for <i>Death Studies</i>
2007	Reviewer of proposals for American Educational Research Association: Division E
2006, 2009, 2011	Reviewer for <i>Journal of Experimental Education</i> .

XX. CONTINUING EDUCATION

2020	“Motivational Interviewing” 2-day training “CBT for Chronic Pain” 2-day training
2019	“APA Commission on Accreditation Site Visitor Training” “Building a Just Society: Setting a Radical Healing Training Agenda in Counseling Psychology” “Students of Color in Counseling Psychology Programs: Challenges and Rewards” “Whiteness and White Fragility” “Indigenous Health and Communities: Self-Reflection and Intersecting Identities” “Embracing social justice: the role of the DCT as ally, advocate, or disruptor” “Being an Ally”

- “Supporting Trans and Non-Binary Students in Counseling Psychology Training Programs”
- “Reporting on the Task Force to Develop a Blueprint for APA Accreditation of Master’s Programs in Health Service Psychology”
- 2018
- “The Ethics Committee Presents---Hot Topics in Ethics”
- “Why the VA’s Integrated Model of Care Must Be Protected, Expanded, and Defended”
- “Duty to Warn---Trends in Judicial Decision Making”
- “Ethical Practice in Clinical Health Psychology”
- “Integrating Screening, Brief Intervention and Referral to Treatment into Clinical Practice”
- “Evidence-Based Practice with Diverse Groups-Current Trends in Mental Health”
- “Consultation and Ethical Practice-Dilemmas in Forensic, National Security and Consulting Psychology”
- “How to Legally and Ethically Practice Over State Lines”
- “The Professional is Political or Is It? Navigating Identity in Therapeutic Practice and Supervision”
- “The Ethics Committee Presents Hot Topics in Ethics”
- “Research Ethics-How, What and Now”
- “Cultural Challenges to the APA Ethics Code – EMPAs, MENA, and Australian Psychological Society”
- “Counseling Psychologists in Medical Centers-Exploring Mechanisms for Growth”
- “Diversity Hot Topics in Ethics-A Vignette-Based Discussion”
- “Implementing a HRSA Training Grant in Integrative Care-Various Perspectives in Year 1”
- “Clinical Resources for Rural Practice”
- “Clinical and Ethical Considerations When Responding to Violence in Rural Areas”
- “Public Health and Mental Health Aspects of Substance Mis-use: Focus on Opioids and Pain Management”
- “Rural/Small Community Cultural Competency for MH Professionals”
- “Intergenerational Considerations”
- “Special Topics and Populations”
- 2017
- “Cultural Adaptations in the Context of a Treatment Research Program for Puerto Rican Adolescents”
- “Transitioning to the CoA Standards of Accreditation”
- “Tracking Student Outcome Data”
- “Social Media Usage in Training Programs: Ethical Considerations & Guidelines”
- “Social Justice Advocacy and Responses to Campus Racism: Roles, Challenges, and Opportunities”
- “The 2017 Counseling Psychology Model Training Program”
- “International Education and Training: Implications for Counseling Psychology Programs in the US”
- “Faculty Multicultural Competence”
- “Integrating Screening, Brief Intervention and Referral to Treatment into Clinical Practice”
- “Evidence-Based Practice with Diverse Groups-Current Trends in Mental Health”
- “Consultation and Ethical Practice – Dilemmas in Forensic, National Security and Consulting Psychology”
- “How to Legally and Ethically Practice Over State Lines”
- “The Professional is Political, or Is It? Navigating Identity in Therapeutic Practice and Supervision”
- “The Ethics Committee Presents Hot Topics in Ethics”
- “Research Ethics-How, What and Now”

- “Cultural Challenges to the APA Ethics Code – EMPAs, MENA, and Australian Psychological Society”
- “Counseling Psychologists in Medical Centers – Exploring Mechanisms for Growth”
- “Diversity Hot Topics in Ethics – A Vignette-Based Discussion”
- “Implementing a HRSA Training Grant in Integrative Care - Various Perspectives in Year 1”
- “Recognizing and Responding to Suicide Risk: Essential Skills for Clinicians”
- 2016
 - “Emergent Issues in Mental Health Treatment for Veterans”
 - “Ethical Considerations for Working With Rural Veterans”
 - “Posttraumatic Stress Disorder: Supporting vs. Enabling”
 - “Power of Words in Mental Health Practice: Use of Recovery Oriented Language”
 - “Cognitive Processing Therapy Trainer Training”
- 2015
 - “Military Sexual Assault Training”
 - “Skills Training in Affective and Interpersonal Regulation”
 - “WRISC: Restoration and Balance”
- 2014
 - “Cognitive Processing Therapy Training”
 - “Through a Global Lens: Best Practices and Challenges in Multicultural Clinical Supervision”
- 2013
 - “Common Ethical Issues in Small Communities”
 - “From DSM-IV to DSM-5: What’s Controversial, What’s Changed, What’s Stayed the Same”
 - “Preventing Treatment Failure”
 - “Self-care for the Rural Clinician: Ethical Challenges and Practical Considerations”
- 2012
 - “Exploring Privilege – A Didactic-Experiential Approach”
 - “Adapting Evidence-Based Practices – Balancing Fit and Fidelity”
 - “Ethics Committee Presents – Hot Topics in Ethics”
 - “Foster Parent Training – Incorporating Foster Parent Needs to Inform Practice and Policy”
 - “Supported Education: Easing the Psychosocial Transition from Combat to College in OEF/OIF/OND Veterans”
 - “Invited Address: 2011 APA Award for Distinguished Professional Contributions – Institutional Practice”
 - “Tailoring Interventions for the Complex Needs of Combat Service Members and Veterans with Mild Traumatic Brain Injury and Their Supportive Others”
 - “Bowen Theory Perspective of Ethics and Self Care for Rural Mental Health Providers”
 - “Preparing to Implement the Affordable Care Act”
 - “Hiding in Plain Sight: Unrecognized Privilege: Immigration and Socioeconomic Status”
 - “Alzheimer’s Disease: An Overview”
 - “Electronic Media and Youth Violence”
 - “Multicultural Issues in Counseling – Older Adults”
- 2011
 - “Ethics on the Spot”
 - “Holistic Mental Health in the Context of Privilege and Oppression”
 - “Social Justice and the American Psychological Association”
 - “PTSD: Vicarious Traumatization”
 - “Attention Deficit Disorder: An Overview”
 - “Behavioral Health Needs of Rural Women”
- 2010
 - “Clinical Supervision”
 - “Women and Alcohol”
 - “Post-Traumatic Stress Disorder and Group Therapy”

- “Vicarious Trauma”
 - “Trauma: Victimization & Poly-victimization”
 - “Bioecological model of vicarious trauma or secondary traumatic stress”
 - “What clinical supervisors need to know about vicarious trauma”
 - “Teaching responsible behaviors to Hispanic adolescents”
 - “Promoting resilience in at-risk youth”
 - “Children in context: Using cultural formulations to assess immigrant children”
 - “Age-appropriate, youth-sensitive collaborative care for at-risk youth across the continuum of HIV care”
 - “Families implementing good health traditions for life (FIGHT for Life)”
 - “Hot topics in ethics”
 - “Power of two: Relationships that protect families and those that are at risk: Designing family-based interventions”
- 2009
- “Taking action against racism in a post-racism era”
 - “A model for social justice advocacy: How successful advocates create change in schools”
 - “Social justice ally identity development and privilege investment: Investing male privilege”
 - “Investing white privilege: Avoiding the ills of racism”
 - “Investing heterosexual privilege”
 - “A ‘peer’ into the NIH review process”
 - “Grant writing for success”
 - “Enhancing peer review”
 - “Working with NIH program officials: Pre-award and post-award”
 - “Career development opportunities”
 - “Budget basics for investigators”
 - “Disaster mental health”
 - “Enhancing skill and building awareness among mental health practitioners regarding sexual health and wellness for individuals with mental illness”
- 2008
- “Same-sex couples: Challenges, problems, interventions, goals”
 - “Transformative family therapy: An implementation of an alternative community paradigm”
 - “Towards a social theory of justice and well-being”
 - “Positive psychology: Implications for working with culturally diverse families”
 - “Advancing social justice through multicultural family psychology practice”
 - “Diversity in family psychology”
 - “Facing challenges and opportunities in rural communities: Counseling psychologists respond”
 - “The many faces of privilege: Strategies for research, practice, training, and advocacy”
 - “Gender and couples/family issues”
 - “Creating a social justice focus in the counseling psychology curriculum”
 - “Parents and transitions in adolescence and early adulthood”
 - “Rurality and diversity: Reciprocal implications”
 - “Social justice perspectives on the integration of religious issues in counseling psychology”
 - “Training psychologists for today’s university and college counseling centers”
 - “Treating PTSD in youth: Lessons from different areas of trauma”
 - “Child and adolescent behavior problems, violence, and trauma”
 - “Trauma psychology: Special populations and special issues”
 - “Integrating PTSD treatment for returning combat veterans: A team approach”
 - “Stress disorders and readjustment problems among veterans returning from Iraq/Afghanistan”

XXI. AWARDS & HONORS

- 2018 Radford University Outstanding Faculty Award nomination
- 2014 Featured scholar (March), Sponsored Programs and Grant Management, Radford University
- 2013 Radford University Distinguished Teaching Award nomination
- 2005 University of Kentucky Graduate School Dissertation Year Fellowship.
- 2004 NCES Fellowship to attend National Educational Longitudinal Study of 1988 (NELS:88) and Educational Longitudinal Study of 2002 (ELS) databases training, National Center for Educational Statistics, Washington, DC.
- 2004 ADD Health Student Fellowship – Student fellowship awarded to present at the National Longitudinal Adolescent Health Survey Users biannual conference, Washington, DC.
- 2004 American Educational Research Association Division E Fellowship – Graduate student fellowship awarded to attend seminar at AERA annual conference.
- 2003 Presidential Fellowship – University of Kentucky graduate fellowship.
- 2002 American Psychological Association Division 33 Student Award

XXII. CURRENT PROJECTS

- 2016-present Student Veterans Research Team projects
- 2015-2016 Outcome research, Posttraumatic stress disorders Clinical Team
Lexington VAMC
- 2015-2016 Modification of Evidence-Based Psychotherapies for Primary Care settings
Lexington VAMC

XXIII. PROFESSIONAL AFFILIATIONS

American Psychological Association
APA Division 17: Counseling Psychology
APA Division 19: Military Psychology
Council of Counseling Psychology Training Programs
International Society for the Study of Traumatic Stress

XXIV. PROFESSIONAL REFERENCES

Dr. Jeffrey Aspelmeier
Chair, Department of Psychology, Radford University
Mailing address: Box 6946, Radford University, Radford, VA 24142
Telephone: (540)831-5520
Email: jaspelme@RADFORD.EDU

Dr. Ruth Riding-Malon
Associate Professor, Psy.D. in Counseling Psychology Program, Radford University
Mailing address: Box 6946, Radford University, Radford, VA 24142
Telephone: (540)831-6892
Email: ridingmalon@RADFORD.EDU

Dr. James L. Werth, Jr.

Chief Executive Officer, Tri-Area Community Health
Mailing Address: 14168 Danville Pike, P.O. Box 9, Lauren Fork, VA 24352
Telephone: (276)398-2292
Email: jwerth@triarea.org



Student Affairs Committee Meeting			
6.4.21		9:00 a.m.	317 College Street, Clarksville, TN 37040
Meeting Type	Student Affairs Committee		
Note Taker	Lynne Halliburton		
Attendees			Present (Y/N)
	Mr. Don Jenkins, Chair		Y
	Ms. Molly Howard		Y
	Dr. Valencia May		Y
	Dr. Mickey Wadia		Y
	Dr. Eric Norman, ex-officio		Y
	Mr. Mike O'Malley, ex-officio		Y
	Dr. Michael Licari, President		Y
	Ms. Dannelle Whiteside, Vice President for Legal Affairs and Organizational Strategy		Y
	Dr. McCartney Johnson, Secretary to the Board		Y
Call to Order			
Discussion			
Trustee Jenkins called the meeting to order at 9:23 a.m.			
Roll Call/Declaration of a Quorum			
Discussion			
Dr. McCartney Johnson, Secretary to the Board, called the roll.			

Conclusions							
Trustee Jenkins determined there was a quorum.							
Action Item A – Consideration of the Student and Student Organization Conduct and Corrective Actions Permanent Rule							
Discussion							
<p>Trustee Jenkins recognized Dr. Eric Norman, Vice President for Student Affairs, to provide information about the Student and Student Organization Conduct and Corrective Actions rule. Dr. Norman stated that State entities are required to promulgate rules and regulations when the subject of those rules and regulations affects the rights of third parties, including student conduct specifically. A public hearing was held on May 12, 2021 and no comments were received.</p> <p>A general discussion followed regarding how students receive the Student Code of Conduct, which includes being printed in the Student Handbook and Calendar as well as on the university website.</p>							
Conclusions							
<p>Trustee Jenkins moved to approve the Student and Student Organization Conduct and Corrective Actions rule, including authorizing the President and his designees to make any technical or minor corrections to the rule, including changes required by the Attorney General's Office or the Government Operations Committee after review. The motion was seconded by Trustee May. A roll call vote was taken and passed unanimously with three trustees voting yes.</p> <table border="1"> <tr> <td>Don Jenkins:</td><td>Yes</td></tr> <tr> <td>Valencia May:</td><td>Yes</td></tr> <tr> <td>Mickey Wadia:</td><td>Yes</td></tr> </table> <p>Yes: 3, No: 0</p>		Don Jenkins:	Yes	Valencia May:	Yes	Mickey Wadia:	Yes
Don Jenkins:	Yes						
Valencia May:	Yes						
Mickey Wadia:	Yes						
Information Item A - Reopening and Re-engaging of Campus							
Discussion							
<p>Trustee Jenkins recognized Dr. Eric Norman who provided an overview of the Reopening and Re-engaging of Campus. Dr. Norman stated that this past year, due to the University's COVID-19 protocol and social distancing, programs and events were canceled or held virtually preventing students from receiving a true collegiate, out-of-classroom experience. As cases of COVID-19 decline and with vaccine distribution in place, the division of Student Affairs plans to return to normal operations with face-to-face programming and events.</p>							

Conclusions	
This was an information item and required no action.	
Information Item B – Low Ropes Course	
Discussion	
<p>Trustee Jenkins recognized Dr. Norman who provided an overview of the Low Ropes Course. To build up programming through University Recreation, a new low ropes course was built during the 2020-2021 academic year. This serves as an adventure-based counseling program through Govs Outdoors.</p> <p>A general discussion followed regarding the area and how to reserve the space.</p>	
Conclusions	
This was an information item and required no action.	
Adjourn	
Discussion	
<p>Trustee Jenkins moved to adjourn the meeting. The motion was seconded by Trustee May. A voice vote was taken and carried unanimously with three trustees voting yes. The meeting adjourned at 9:36 a.m.</p>	

Rules
of
Austin Peay State University

Chapter 0240-05-02
Student and Student Organization Conduct and Corrective Actions

Division 0240-05 is amended by adding Chapter 02 Student Conduct and Student Organization and Sanctions, a table of contents, and Rules .01, .02, .03, .04, .05 so that it shall read as follows:

Table of Contents

0240-05-02-.01	Overview
0240-05-02-.02	Offenses
0240-05-02-.03	Academic and Classroom Misconduct
0240-05-02-.04	Corrective Actions
0240-05-02-.05	Procedures
0240-05-02-.06	Conflicts of Interest

0240-05-02-.01 APSU Statement is added to Chapter 0240-05-02 Student and Student Organization Conduct and Corrective Actions and shall read as follows:

0240-05-02-.01 Overview

- (1) Austin Peay State University (APSU or University) students are expected to conduct themselves as law-abiding members of the community at all times. Admission to APSU carries with it special rights, privileges and responsibilities apart from those rights and duties enjoyed by non-students. In recognition of the special relationship that exists between APSU and its academic community, the APSU Board of Trustees has authorized the President of APSU to take such action as may be necessary to maintain university standards and preserve the integrity of APSU and its educational environment.
- (2) Pursuant to this authority and in fulfillment of its duties to provide a secure and stimulating atmosphere in which individual and academic pursuits may flourish, the Board has developed the following regulations, intended to govern student conduct on the APSU campus. The University is directed to implement policies consistent with APSU rules. Students are also subject to federal, state, and local laws and regulations. If a student's violation of such laws or regulations also adversely affects APSU's pursuit of its educational objectives, APSU may enforce its own regulations regardless of any proceedings instituted by other authorities. Violation of any section of these rules or accompanying policies may subject a student to corrective measures by APSU whether or not such conduct violates state, local or federal laws.
- (3) For the purpose of these rules or accompanying policies, a "student" is any person who is admitted, enrolled and/or registered for credit or non-credit bearing courses or training or who may no longer be enrolled and registered, but participated in prohibited conduct while at APSU for any academic period. This will include any period which follows the end of an academic period through the last day for registration for the next academic period, and during any period while the student is under suspension from APSU. Finally, "a student" shall also include any person subject to a period of suspension or removal from campus as a sanction which results from a determination of a violation of the policies, rules, and regulations governing student conduct. Students are responsible for compliance with APSU rules and policies at all times.
- (4) Corrective action may be taken against a student for violation of the policies, rules, and regulations:
 - (a) which occur on APSU owned, leased or otherwise controlled property;
 - (b) while participating in international or distance learning programs; and/or
 - (c) while off-campus, when the conduct impairs, interferes with, or obstructs any APSU activity or the mission, processes, and functions of APSU.

The University may enforce its own rules or policies regardless of the status or outcome of any external proceedings instituted in any other forum, including any civil or criminal proceeding.

(5) These rules are applicable to registered student organizations as well as individual students. Registered student organizations are accountable for the conduct and actions of individual members of the organization while acting in their capacity as members of, or while attending or participating in any activity of the organization.

(6) Confidentiality of Conduct/Corrective Process. Subject to the exceptions provided in law or regulation, including but not limited to, the Family Educational Rights and Privacy Act of 1974 (FERPA) and the Tennessee Open Records Act, a student's conduct files are considered educational records and are confidential.

(7) The University is committed to respecting students' Constitutional rights. These rules or policies shall be interpreted in a way that does not violate student's constitutional rights including without limitation, the rights protected by the First Amendment to the United States Constitution.

Authority: T.C.A. §§ 4-5-101 et seq., 49-8-203, and 10-7-504 et seq.

0240-05-02-.02 Disciplinary Offenses is added to Chapter 0240-05-02 Student and Student Organization Conduct and Corrective Actions and shall read as follows:

0240-05-02-.02 Offenses.

(1) APSU may impose corrective action for any inappropriate student conduct that shows a disregard for the rights of other members of APSU's academic community or which endangers property or persons on APSU campus, or APSU-controlled property.

(2) Misconduct by individual students or registered student organizations is subject to sanction and includes but is not limited to the following examples:

(a) Dangerous Conduct. Any conduct, or attempted conduct, which poses a direct threat or endangers the health, welfare, or safety of others;

(b) Hazing. Any act of hazing on or off the University campus or APSU controlled property, by an APSU student, group of students or registered student organization. Hazing means any act by one (1) student acting alone or with others which is directed against any other person that endangers the mental or physical health or safety of that person, or which induces or coerces a person to endanger such person's mental or physical health or safety. Hazing is limited to those actions taken and situations created in connection with initiation into or affiliation with any organizations. Hazing does not include sanctioned athletic events or similar contests or competitions;

(c) Discrimination, Retaliation and Harassment. Any act against another individual or group in violation of University rules or policies, as well as federal or state laws prohibiting discrimination and harassment or retaliation;

(d) Disorderly Conduct. Any behavior which is abusive, obscene, lewd, indecent, violent, excessively noisy, disorderly, or which unreasonably disturbs or may reasonably provoke other groups or individuals (this may include, but not be limited to verbal abuse, nonverbal gestures and inappropriate behavior resulting from the use of being under the influence of alcohol or drugs), etc.;

(e) Obstruction of or Interference with APSU Activities or Facilities. Any intentional interference with or obstruction of any APSU program, event, or facility including, but not limited to the following:

1. Any unauthorized occupancy of APSU or APSU-controlled facilities or blockage of access to or from such facilities;

2. Interference with the right of any authorized person to gain access to any APSU or APSU-controlled activity, program, event or facility;

3. Any obstruction or delay of a campus security officer, public safety officer, police officer, firefighter, EMT, or any University official in the performance of their duty; or

4. Any form of disruptive behavior in the classroom, during any campus event; or activity or location on campus.
- (f) Misuse of or Damage to Property. Any act of misuse, vandalism, malicious or unwarranted damage or destruction, defacing, disfiguring or unauthorized use of property belonging to APSU or property being used, rented, owned or leased by a student, by a group of students or officially registered student organization not owned by APSU;
- (g) Theft, Misappropriation, or Unauthorized Sale. Any act of theft, misappropriation, or unauthorized possession, use or sale of APSU property or any such act against a member or organization of the APSU community or guest of APSU;
- (h) Misuse of Documents, Information or Identification Cards. Any forgery, alteration of or unauthorized use of APSU documents, forms, records or identification cards, including the giving of any false information, or withholding of necessary information, failure to carry the APSU ID card at all times or to show it upon proper request;
- (i) Firearms and Other Dangerous Weapons. Any possession of or carrying, whether openly or concealed, with the intent to go armed, any firearm, explosive, explosive weapon, bowie knife, hawk bill knife, ice pick, dagger, slingshot, leaded cane, switchblade knife, blackjack, knuckles, tasers, stun gun or any other weapon of like kind, not used solely for instructional or school-sanctioned ceremonial purposes, in any APSU property or APSU controlled property, as prohibited by state law. It is also prohibited to use a weapon or instrument to simulate a weapon in acts that endanger or threaten any person;
- (j) Explosives, Fireworks, and Flammable Materials. The unauthorized possession, ignition or detonation of any object or article which would cause damage by fire or other means to persons or property or APSU controlled property or possession of any substance which could be considered to be and used as fireworks or ammunition;
- (k) Alcoholic beverages. The use and/or possession of beverages containing alcohol and/or public intoxication on APSU-owned or controlled property, violation(s) of any local ordinance or state or federal law concerning alcoholic beverages, on or off campus, or a violation of the terms of the APSU Drug-Free Policy Statement. It shall not be a violation for students twenty-one (21) years of age or older to consume alcohol within areas designated by the President where alcohol is permitted to be served. In addition, officially registered student organizations that sponsor events off campus, where alcoholic beverages are present and available for consumption, must adhere to all local, state and federal laws concerning alcoholic beverages and must follow APSU's Risk Management Guidelines for Student Organizations;
- (l) Drugs. The unlawful possession or use of any drug, controlled substance or drug paraphernalia (including, but not limited to, any prescription drug, stimulant, depressant, narcotic or hallucinogenic drug or substance, or marijuana), or sale or distribution of any such drug or controlled substance, or a violation of any terms of the APSU Drug-Free Policy;
- (m) Gambling. Participation in any unlawful gambling or gambling-related activities. Any permitted gambling or gambling-related activity, e.g. raffles, must also be operated under the auspices of APSU's Foundation;
- (n) Financial Irresponsibility. Failure to promptly meet financial responsibilities to APSU including, but not limited to, knowingly passing a worthless check or money order in payment;
- (o) Unacceptable Conduct in Hearings. Any conduct at an APSU hearing involving contemptuous, disorderly behavior, or the giving of false information;
- (p) Failure to Cooperate with University Officials. Failure to comply with directions of APSU officials acting in the performance of their duties;
- (q) Violation of General Rules and Regulations. Any violation of the general rules, policies and regulations of the University as published in an official APSU publication, whether in print or digital, including but not limited to, the failure to perform any required action or the performance of any prohibited action;

- (r) Attempts and Aiding and Abetting the Commission of offenses. Any attempt to commit any of the offenses listed in this document, or the aiding and abetting of the commission of any of the offenses;
- (s) Violations of Local, State or Federal Laws. Any violation of local, state or federal laws or regulations proscribing conduct or establishing offenses, which laws and regulations are incorporated herein by reference;
- (t) Violation of Imposed Sanctions. Violation of a sanction officially imposed by an APSU official or a constituted body;
- (u) Violations of APSU Residence Hall or Apartment rules, policies or regulations. The violation of any rules, policies or regulations which appear in materials, distributed to resident students (i.e., housing license agreements, handbooks for resident students, etc.);
- (v) Sexual Harassment. An offense including acts of sexual discrimination, sexual assault, domestic violence, dating violence and/or stalking as defined in University policy or rules, as well as federal or state laws prohibiting said acts. All matters involving allegations of Sexual Harassment and covered under Title IX will be governed by the procedures set out in University policy and rules related to Title IX and handled by the Office of Equity, Access, and Inclusion, rather than the process specified herein;
- (w) Smoking, Vaping and Tobacco Smoking, inclusive of electronic smoking devices and vapors, or other tobacco usage in all APSU buildings, grounds and state-owned or controlled vehicles is prohibited (except in otherwise designated areas as provided in applicable APSU rule or policy);
- (x) Animals. With the exception of service animals, emotional support animals, and animals used for academic research purposes, animals are prohibited on all APSU controlled properties except in designated housing areas. Students are required to provide the Office of Disability Services with medical documentation in requesting disability accommodations;
- (y) Filing a False Complaint or Statement. Any behavior whereby a student knowingly submits a false complaint or statement alleging a violation of these rules or policies by another student or organization or APSU employee;
- (z) Academic Misconduct. Includes, but is not limited to plagiarism, cheating, facilitation, fabrication or collusion. For purposes of this section the following definitions apply:
1. Plagiarism. The adoption or reproduction of ideas, words, statements, images, or works of another person or one's self without proper attribution.
 2. Cheating. Using or attempting to use unauthorized materials, information, or aids in any academic exercise or test/examination. The term academic exercise includes all forms of work submitted.
 3. Fabrication. Unauthorized falsification or invention of any information or citation in an academic exercise.
 4. Facilitation or Collusion. Assisting or attempting to assist another to violate a provision of APSU's Student Code of Conduct regarding academic misconduct.
 5. Unauthorized Distribution of Classroom Materials. Unauthorized distribution of classroom recording or other classroom materials. Sharing, posting or selling classroom information without approval from the instructor;
- (aa) Unauthorized Duplication or Possession of Keys. Making, or the possessing of any key for an APSU facility without proper authorization;
- (bb) Litter. Dispersing litter in any form onto the grounds or facilities of APSU;
- (cc) Abuse of Computer Resources and Facilities. Misusing and/or abusing computer resources including, but not limited to the following:

1. Distribution or use of a student and/or another person's identification to gain access to APSU computer resources;
2. Use of APSU computer resources and facilities to violate copyright laws, including, but not limited to the act of unauthorized distribution of copyrighted materials using university information technology systems;
3. Unauthorized access to a computer or network file, including but not limited to altering, using, reading, copying, or deleting the file;
4. Unauthorized transfer of a computer or network file;
5. Use of computing resources and facilities to send abusive or obscene correspondence, images, video or audio files;
6. Use of computing resources and facilities in a manner that interferes with normal operation of the APSU computing system;
7. Use of computing resources and facilities to interfere with the work of another student, faculty member, or APSU official;
8. Violation of any published information technology resources policy or rule; or
9. Unauthorized peer-to-peer file sharing.

(ee) Unauthorized Access to APSU Facilities and Grounds. Any unauthorized access or occupancy of APSU facilities and grounds is prohibited, including, but not limited to, gaining access to facilities and grounds that are closed to the public, being present in areas of campus that are open to limited guests only, being present in academic buildings after hours without permission, and being present in buildings when the student has no legitimate reason to be present;

(ff) Unauthorized Surveillance. Making or causing to be made unauthorized images of a person in a location in which that person has a reasonable expectation of privacy, without the prior effective consent of the individual, or in the case of a minor, without the prior effective consent of the minor's parent or guardian, recognizing that the parent cannot consent on behalf of a child for criminal acts as provided in state law. This includes, but is not limited to, taking video or photographic images in shower/locker rooms, residence hall rooms, and restrooms, and storing, sharing, and/or distributing of such unauthorized images by any means; and/or

(gg) Uncontrolled or Unsafe Rollerblading/Skateboarding/Other Coasting Device. Individuals are prohibited from using rollerblades/skateboards/coasting devices in an unsafe and/or reckless manner on the APSU campus and must comply with applicable APSU rule or policy.

(3) Corrective action may be taken against a student or registered student organization for violations of the foregoing rules which occur on APSU property, or which occur off-campus when the conduct impairs, interferes with, or obstructs any APSU activity or the missions, processes and functions of APSU. In addition, corrective action may be taken on the basis of any conduct, on or off-campus which violates local, state or federal laws, which violate APSU rules or policies for student organizations, or which poses a substantial threat to persons or property within the APSU community. Each student shall be responsible for their conduct from the time of application for admission through the actual awarding of a degree including periods prior to or between semesters.

(4) Conduct occurring while a student is registered or enrolled at APSU, but not discovered until after the awarding of a degree, is actionable under these provisions and may result in a retroactive sanction. Should a student withdraw from APSU with corrective action or academic misconduct action pending and not yet concluded, the student's record may be encumbered by the appropriate APSU office until the proceedings have been concluded.

Authority: T.C.A. §§ 4-5-101 et seq., 49-7-123(a)(1), and 49-8-203.

0240-05-02-.03 Academic and Classroom Misconduct is added to Chapter 0240-05-02 Student and Student Organization Conduct and Corrective Actions and shall read as follows:

0240-05-02-.03 Academic and Classroom Misconduct.

- (1) The instructor has the primary responsibility for control over classroom behavior and maintenance of academic integrity, and can order the temporary removal or exclusion from the classroom of any student engaged in disruptive conduct or conduct that violates the general rules and regulations of APSU. Extended or permanent exclusion from the classroom, beyond the session in which the conduct occurred, or further corrective action can be affected only through appropriate procedures established by the Division of Student Affairs. Temporary removal or exclusion from the classroom by the faculty does not constitute a corrective suspension or expulsion.
- (2) Academic dishonesty includes, but is not limited to, plagiarism, the changing or falsifying of any academic documents or materials, cheating and giving or receiving of unauthorized aid in tests, examinations or other assigned work. Students responsible for academic misconduct, either directly or indirectly through participation or assistance, are responsible to the instructor of the class. Sanctions for academic misconduct will vary with the seriousness of the offense and may include, but are not limited to, a grade of "F" on the work in question, a grade of "F" in the course, reprimand, probation, suspension and expulsion. The student will be advised of their rights. The student may accept the instructor's finding, grade reduction, and/or other sanction and waive their right to a hearing. In the event a student believes they have been erroneously accused of academic misconduct, they may request a hearing. Hearings will be conducted pursuant to the procedures set forth in Part 5, Conduct Procedures, below. If the student is found responsible for the allegation(s) of academic misconduct, the grade as assigned by the instructor will stand. Should the hearing source find the student not responsible for the academic misconduct, the faculty member will reassess the student's grade based upon the hearing source's findings. When necessary, grade changes will be made administratively.
- (3) Students may appeal a graded assignment associated with a finding of academic misconduct, as distinct from a student corrective action, through appropriate APSU academic grade appeal procedures. Courses may not be dropped pending the final resolution of an allegation of academic misconduct.
- (4) Disruptive behavior in the classroom (on ground or virtual) may be defined, but is not limited to, behavior that obstructs or interferes with the learning environment (e.g., repeated outbursts from a student which interferes with the flow of instruction or prevents concentration on the subject taught, failure to cooperate in maintaining classroom decorum, the presence of non-enrolled visitors in the classroom (including but not limited to minors), or the continued use of any noise or light- emitting device which disturbs or interrupts the concentration of others (e.g., disturbing noises from text messaging, cell phones, laptop computers, games, etc.).
- (5) Class attendance and punctuality requirements are established by the faculty through the syllabus for each course. Students are expected to attend class regularly and on time and are responsible for giving explanations/rationale for absences and lateness directly to the faculty member for each course in which they are enrolled. In cases where student absences are the result of emergency circumstances (e.g., death in the family, a student's serious injury or incapacitating illness), for which student(s) are unable to make immediate contact with faculty, the student may contact the Student Affairs office for assistance in providing such immediate notification to faculty. However, the student remains responsible for verifying the emergency circumstances to faculty and for discussing arrangements with faculty for possible completion of coursework requirements, if feasible.

Authority: T.C.A. §§ 4-5-101 et seq. and 49-8-203.

0240-05-02-.04 Corrective Actions is added to Chapter 0240-05-02 Student and Student Organization Conduct and Corrective Actions and shall read as follows:

0240-05-02-.04 Corrective Actions.

- (1) APSU shall adopt and publish guidelines, providing notice of potential corrective actions consistent with these rules or policies applicable to both individuals and organizations. The guidelines may include any appropriate corrective action subject to prior review by the APSU Office of Legal Affairs and approval by the Board of Trustees. Upon a determination that a student or student organization has violated any of the offenses set forth in these rules, policies, or guidelines, corrective action may be imposed, either singly or in combination, by the appropriate school officials. (Note: Records may be released only as authorized by state or federal law,

including but not limited to final results of conduct proceedings for violations that include crimes of violence, as defined by Tennessee law, or non-forcible sex offenses may be released without consent as required by state law.)

(2) Definition of Corrective Actions. The following provides a non-exhaustive list of possible sanctions with corresponding definitions:

- (a) Restitution. Restitution may be required in situations which involve destruction, damage, or loss of property, or unreimbursed medical expenses resulting from physical injury. When restitution is required, the student or student organization is obligated by the appropriate authority to monetarily compensate a party or parties for a loss suffered as a result of violation(s). Any such monetary payment in restitution shall be limited to the actual cost of repair, replacement or financial loss;
- (b) Warning. The appropriate APSU official may notify the student or student organization that continuation or repetition of specified conduct may be cause for other corrective action;
- (c) Reprimand. A written or verbal reprimand or censure may be given to any student or student organization whose conduct violates any part of these rules and provides notice that any further violation(s) may result in more serious penalties;
- (d) Restriction. A restriction upon a student's or registered student organization's privileges for a period of time may be imposed. This restriction may include, but is not limited to, the following: denial of the right to represent APSU in any way, denial of the use of APSU facilities and/or parking privileges, restriction of participation in extracurricular activities, restriction of organizational privileges including registration, and restriction of the transfer of academic credit from another institution;
- (e) University Probation. Continued enrollment of a student or student organization on probation may be conditioned upon adherence to these rules or accompanying policies. Any student or registered student organization placed on probation will be notified of such in writing, either in hard copy or electronic format, and will also be notified of the terms and length of probation. Probation may include restrictions upon the extracurricular activities of a student or registered student organization. Any conduct in violation of these rules or accompanying policies while on probationary status or the failure to comply with the terms of the probationary period may result in the imposition of an elevated sanction;
- (f) Suspension. If a student or student organization is suspended, he/she or the organization is separated from APSU for a stated period of time with conditions for readmission stated in the notice of suspension;
- (g) Expulsion. Expulsion entails a permanent separation from APSU. The imposition of this sanction is a permanent bar to the student's readmission or a registered student organization's recognition by APSU. A student or registered student organization that has been expelled may not enter APSU property or facilities without obtaining prior approval from an appropriate university official with knowledge of the expulsion directive. This includes all non-credit and distance education classes and programs;
- (h) Interim or Summary Suspension. As a general rule, the status of a student or student organization accused of violations of these rules should not be altered until a final determination has been made in regard to the charges. Interim or Summary Suspension may be imposed upon a finding by the appropriate APSU official that the continued presence of the accused on campus constitutes an immediate threat to the physical safety and well-being of the accused or of any other member of the APSU community or its guests, destruction of property, or substantial disruption of classroom or other campus activities. In any case of Interim Suspension, the student, or student organization, shall be given an opportunity at the time of the decision, or as soon thereafter as reasonably possible, to contest the suspension;
- (i) Housing Probation. A student or registered student organization placed on housing probation is deemed not to be in good standing with the housing community, and his/her continued residence is conditioned upon adherence to these rules and the Housing Contract. Any student or registered student organization placed on probation shall be notified in writing or via email of the terms and length of the probation. Probation may include restrictions upon the activities of the housing resident, including any other appropriate special condition(s). Any conduct of a similar or more serious nature in violation of the probation may result in suspension from housing;

- (j) **Housing Suspension and Forfeiture.** A student or registered student organization suspended from housing may not reside in, visit, or make any use whatsoever of a housing facility or participate in any housing activity during the period for which the sanction is in effect. A suspended student or registered student organization shall be required to forfeit housing fees (including any unused portion thereof and the Housing deposit). A suspended student or registered student organization must vacate the housing unit within forty-eight (48) hours. Housing suspension shall remain a part of the student's record;
- (k) **Service to the University.** A student or registered student organization may be required to donate a specified number of service hours to APSU, by way of performing reasonable tasks for the appropriate APSU office or official. This service shall be commensurate to the offense the student or registered student organization is guilty of violating (i.e., service to maintenance staff for defacing APSU property);
- (l) **Educational Program.** A student or student organization may be required to participate in any educational programs relevant to the offense to attend special seminars or educational programs or to prepare a project or report concerning a relevant topic;
- (m) **Smoking and Clean Air Policy Violation.** There will be graduated fines imposed for violation of the Smoking and Clean Air Policy in accordance with APSU rules and policies;
- (n) **Referral for Intervention, Assessment and/or Counseling.** The student is mandated to visit the appropriate APSU official for an initial intervention and assessment which may be followed by required participation and a prescribed plan of action or treatment plan by an APSU or off campus provider. Release of information may be required. Parents or legal guardians may be notified in certain situations;
- (o) **Fines.** Penalties in the form of fines may be enforced against a student or an organization whenever the appropriate hearing officer(s) or hearing body deems necessary. The sanction of fines may be imposed in addition to other forms of corrective actions. Failure to pay fines to the Business Office within two (2) weeks of the decision may result in further corrective action;
- (p) **Letter of Apology.** A student or student organization may be given the opportunity, under certain circumstances, to voluntarily apologize to APSU or its guests, another student or student organization, faculty or staff member, or any other affected party, either verbally or in writing, as an alternative or in addition to the imposition of other sanctions, for the behavior related to an offense;
- (q) **Revocation of Admission, Degree, or Credential; and,**
- (r) **Any alternate sanction deemed necessary and appropriate to address the misconduct at issue.**

Authority: T.C.A. §§ 4-5-101 et seq. and 49-8-203.

0240-05-02-.05 Procedures is added to Chapter 0240-05-02 Student and Student Organization Conduct and Corrective Actions and shall read as follows:

0240-05-02-.05 Procedures.

- (1) **Hearing Options:**
 - (a) **Procedures conforming to the Uniform Administrative Procedures Act (UAPA).** All cases falling under the purview of this rule which may result in (i) suspension or expulsion of a student or student organization from APSU for conduct related reasons, or (ii) revocation of registration of a student organization during the term of the registration are subject to the contested case provisions of the UAPA § T.C.A. 4-5-301 et seq. and shall be processed in accordance with the uniform contested case procedures adopted by the Board of Trustees, unless the student or student organization waives those procedures in writing and elects to have his or her case heard by either the University Hearing Board or an Administrative Hearing.
 - (b) **Cases which are not subject to the contested case procedures under the Uniform Administrative Procedures Act and cases in which a student or student organization has waived the contested case procedures in writing shall be processed in accordance with APSU Hearing Procedures.** APSU has established two (2) alternate APSU Hearing Procedures:

1. A hearing conducted by one (1) or more Student Affairs Administrators; or
 2. A hearing conducted by the University Hearing Board. (Note: This option shall be available until the final ten (10) class days of each semester, or the final five (5) class days of the second summer term, during which time all hearings will be conducted by appropriate Student Affairs Administrators, except those subject to UAPA procedures as selected by the student or student organization.)
- (c) Cases which are not subject to the contested case procedures under the Uniform Administrative Procedures Act and which involve minor first offenses by students or student organizations may be discussed informally. In such cases, no formal record will be maintained in the conduct records of APSU. The Dean of Students or other designee, appointed by the Vice President for Student Affairs, shall note the name of the student or student organization involved in his/her personal records. The purpose of this notation is only to determine a student's or student organization's prior involvement in a minor offense, when and if a second offense occurs at a later date. If the student or student organization is subsequently involved in another violation of regulations, at the discretion of the hearing body, this Informal Record will become a part of the student's or student organization's Formal Conduct Records.
- (d) Alternative resolution methods may include, but are not limited to, mediation and/or negotiated resolutions.
- (e) Jurisdiction of Cases to be heard by Student Affairs Administrators:
1. All formal cases involving incidents which occur in APSU residence halls and/or apartments and which involve on-campus residents shall be heard by the Residence Life staff or designee.
 2. All other formal cases shall be heard by the Dean of Students, or appropriate designee, except in cases where such staff member is unavailable or has a bias toward either party in the pending case. In such cases the Vice President for Student Affairs shall assign one (1) or more Student Affairs Administrators to hear the case.
- (2) Commencement of Conduct Proceedings.
- (a) A student or registered student organization accused of violating APSU policies, rules, or regulations shall be called before the Dean of Students or designee, appointed by the Vice President for Student Affairs, for a preliminary conference at which the student or registered student organization will be advised of the following:
1. The charges against him/her/or organization;
 2. The rights afforded to the student or organization by the hearing procedures which are available;
 3. The hearing procedure options available; and
 4. The responsibilities of the student or registered student organization in the conduct procedures.
- (b) A student or registered student organization may waive the right to a preliminary conference and an oral explanation of the items listed in (2) (a) above.
- (c) Once advised of the hearing options, the student or registered student organization may elect to accept the finding and sanction from the Dean of Students or designee, or elect a hearing pursuant to UAPA (where appropriate), or a hearing before the University Hearing Board.
- (d) The election must be made within three (3) class days of receipt of notice of pending charges against him/her or organization by completing, and signing, an Election of Procedure form and/or waiver form. Once the election is made, the decision is final and may not be changed during the course of the hearing.

(e) Complaints related to discrimination or harassment will be investigated in accordance with applicable APSU policies and rules. If APSU determines that discrimination or harassment occurred that falls outside of the Title IX regulations or APSU's applicable rule or policy, the student or organization will be subject to the conduct procedures outlined in this rule and related policies.

(f) This rule does not apply to matters that fall within the scope of Title IX of the Education Amendments of 1972.

(3) APSU Hearing Rights

These rights shall be afforded the accused student/organization in all APSU Hearings falling under the purview of this rule before the appropriate Student Affairs administrator or the University Hearing Board.

(a) The right to choose the desired hearing option. (This right must be exercised within three (3) class days of the presentation of charges. Note: This University Hearing Board option shall be available until the final ten (10) class days of each semester, or the final five (5) class days of the second summer term, during which time all conduct hearings will be conducted by appropriate Student Affairs administrators, except those subject to UAPA procedures.)

(b) The right to written notice, by United States mail, courier service, hand delivery to the permanent or local address on file for the student, or APSU email, of the time, place, and date of the hearing at least three (3) days in advance of the hearing. A justified delay may be granted. The right to at least a three-day notice may be waived in writing by the students and or student organization.

(c) The right to a written statement of the charges in time and detail sufficient to enable the student/organization to prepare for a hearing.

(d) The right to be accompanied by an adviser of the student's/organization's choice, but such adviser participation shall be limited to directly advising the student/organization during the hearing.

(e) The right to a statement of the possible corrective actions that may be imposed as a result of a finding of a violation of the Student Code, at least three (3) days in advance of the hearing.

(f) The right to present witnesses in the student's/registered student organization's behalf and to question any witnesses presented. The student/organization is responsible for the attendance of any witnesses to be present on the student's/organization's behalf.

(g) The right to be informed in writing, delivered either by United States Postal Service mail, courier service, hand delivery to the permanent or local address on file for the student, or via email to the APSU email of the student or registered organization, of:

1. The final administrative decision.
2. The proper procedure for appeal.

(h) The right to be provided copies, upon request and in accordance with APSU policies, rules, and guidelines, of all complaints, reports, witness statements and other written materials used in determining the charges.

(i) In cases involving sexual misconduct, the right to the name of each witness APSU expects to present at the student conduct proceeding and those APSU may present if the need arises.

(j) In cases involving sexual misconduct, the right to request a copy of APSU's investigative file, redacted in accordance with the Family Educational Rights and Privacy Act of 1974.

(k) In cases involving sexual misconduct, the student's right to request copies of all documents, copies of all electronically stored information, and access to tangible information that APSU has in its possession, custody, or control and may use to support claims or defenses, unless the use would solely be for impeachment.

(4) Rights of Complainant and/or Respondent

The APSU member (student, faculty or staff) who self-authors on their own behalf a complaint shall have the following rights:

- (a) To be notified of their rights prior to making a statement and be provided a copy of any statements made in regard to the violation;
- (b) To attend the hearing, submit a list of witnesses to be called to the hearing, to be given the opportunity to question all witnesses;
- (c) To have an adviser present during the hearing. Adviser participation shall be limited to directly advising the student/organization during the hearing;
- (d) To be permitted to dismiss the complaint only up to the date of the hearing;
- (e) To be notified of the outcome of the hearing, including the finding of responsibility and sanctions;
- (f) In cases involving sexual misconduct, the right to obtain the name of each witness APSU expects to present at the student proceeding and those APSU may present if the need arises;
- (g) In cases involving sexual misconduct, the right to request a copy of the APSU's investigative file, redacted in accordance with the Family Educational Rights and Privacy Act of 1974 and
- (h) In cases involving sexual misconduct, the student/organization's right to request copies of all documents, copies of all electronically stored information, and access to tangible evidence that APSU has in its possession, custody, or control and may use to support claims or defenses, unless the use would solely be for impeachment.

(5) APSU Hearing Procedures

- (a) Hearings before a Student Affairs Administrator. The appropriate Student Affairs Administrator shall act as hearing officer in the hearing, shall determine students/organization's finding of responsibility and shall apply sanctions as appropriate. This administrator shall create the record which must include, but may not be limited to, evidence of witness testimony and any exhibit provided by any party, in addition to the technical record.
- (b) Hearings before the University Hearing Board. Procedures for the Board include the following:
 - 1. The Hearing Board shall be composed of nine (9) persons: five (5) students, (two (2) automatically selected from the Student Tribunal Justices of the Student Government Association), and three (3) selected by SGA, two (2) faculty and two (2) administrators, all appointed by the University President, for a term of one (1) academic year. Additionally, student, faculty and administrator alternate members shall be selected to serve in the absence of regular members and shall be appointed by the University President for a term of one (1) academic year.
 - 2. The Chair of the Hearing Board shall be appointed by the University President.
 - 3. A minimum of five (5) members of the Hearing Board are required to hear a conduct case, composed of at least two (2) students, one (1) faculty member, and one (1) administrator. The Hearing Board shall create the record which must include, but may not be limited to, evidence of witness testimony and any exhibit provided by any party in addition to the technical record.
 - 4. The Dean of Students or designee shall train and advise all regular and alternate members of this Hearing Board in appropriate procedures.
 - 5. The hearing shall be conducted consistent with the rights described above in paragraphs (3) and (4) of this rule.
 - 6. All hearings shall be closed unless the respondent and the complainant both elect in writing to have an open hearing.
 - 7. Formal rules of evidence shall not be applicable. The adjudicating body may exclude evidence which in its judgment is immaterial, irrelevant, or unduly repetitious.

8. The standard of proof used for all cases is the preponderance of evidence.
9. The hearing source shall issue a written decision within three (3) class days after the conclusion of the hearing.
10. The student will be advised in writing via APSU email (and USPS mail if requested by the student) of the Hearing Board or Student Affairs Administrator decision and all sanctions imposed as a result of the conduct hearing.
11. Any sanction imposed shall be effective immediately upon written notification of the student/organization unless the hearing authority deems a stay of such sanction desirable pending appeal.
12. In any case where the sanction results in separation from APSU, the decision shall be reviewed by the Vice President for Student Affairs or designee prior to notifying the Office of the Registrar and the Academic Department in which the student has been enrolled.

(6) Appeals

- (a) The student may appeal a decision(s) of the University Hearing Board or the Student Affairs Administrator. Appeals are made to the Vice President for Student Affairs or designee.
- (b) Student(s) or organization(s) may make an appeal within five (5) business days of the date notification of sanction imposed. Appeals must be in writing indicating the reason(s) for the appeal and submitted to the Student Affairs office.
- (c) Appeals shall be limited to the following reasons:
 1. whether the proper procedures were followed in the hearing;
 2. whether the appropriate standard of review was used in the hearing;
 3. whether the sanction was appropriate for the violation; or
 4. New information, not available at the time of the original hearing, has become available which would substantially alter the outcome of the hearing.
- (d) Review shall be based solely on the hearing record and the written appeal documents submitted by the student.
- (e) Appellate Authority. The Vice President for Student Affairs, or designee, shall have the authority to do any of the following upon review of an appeal:
 1. Uphold the finding of responsibility and sanction;
 2. Uphold the finding of responsibility but adjust the sanction up or down;
 3. Return the case for further consideration by the original hearing authority; or
 4. Reverse the finding of responsibility.
- (f) The Vice President for Student Affairs or designee shall issue a written decision within five (5) business days after the appeal is heard.
- (g) The decision of the Vice President for Student Affairs or designee is final.

(7) Student Organization Sanctions

Any registered student organization may be given a warning, reprimand, placed on probation, suspension, or restriction or may have its registration withdrawn by the Dean of Students, or by a Student Affairs Administrator appointed by the Vice President for Student Affairs. Such actions may be taken after having a hearing conducted in accordance with the procedures outlined in these rules for conduct procedures.

The contested case provisions of the UAPA will be used in the case of withdrawal of registration of an organization, unless those provisions have been waived in writing by an authorized representative of the student organization. Withdrawal of Registration may be taken for any one (1) of the following reasons:

- (a) The organization fails to maintain compliance with the initial requirements for registration;
- (b) The organization ceases to operate as an active organization;
- (c) The organization requests withdrawal; and
- (d) The organization operated or engaged in any activity in violation of the policies, rules, and regulations of APSU, of any governing body of federal or state laws.

Authority: T.C.A. §§ 4-5-101 et seq. and 49-8-203.

0240-05-02-.06 Conflicts of Interest is added to Chapter 0240-05-02 Student and Student Organization Conduct and Corrective Actions and shall read as follows:

0240-05-02-.06 Conflicts of Interest

- (1) Consistent with the Student Due Process Protection Act, T.C.A. § 49-7-1704, student disciplinary proceedings must include protection for respondents and complainants analogous to, and no less protective than, the conflict of interest provisions of T.C.A. § 4-5-303.

Authority: T.C.A. § 4-5-101 et seq.; T.C.A. § 49-8-203; and T.C.A. § 49-7-1704.



Audit Committee		
6.4.21	9:00 a.m.	317 College Street Clarksville, TN 37040
Meeting Type	Audit Committee Meeting	
Note Taker	Beth Chancellor	
Attendees		Present (Y/N)
	Ms. Katherine Cannata, Chair	Y
	Mr. Billy Atkins	Y
	General Gary Luck	Y (Electronic)
	Ms. Keri McInnis	Y
	Mr. Mike O'Malley, ex-officio	Y
	Dr. Michael Licari, President	Y
	Ms. Dannelle Whiteside, Vice President for Legal Affairs and Organizational Strategy	Y
	Dr. McCartney Johnson, Secretary to the Board	Y
Call to Order		
Discussion		
Trustee Cannata called the meeting to order at 10:36 a.m.		
Roll Call/Declaration of a Quorum		
Discussion		
Trustee Atkins, Trustee Cannata, and Trustee McInnis were physically present. Trustee Luck participated by teleconference. As she called the roll, Dr. McCartney Johnson asked the trustee participating by teleconference if he could hear clearly and if he could identify any persons present in the room with him. Trustee Luck stated that he could hear clearly and he was alone.		
Conclusions		

Trustee Cannata stated there was a quorum.

Action Item A - Consideration of the Fiscal Year 2022 Internal Audit Plan

Discussion

Trustee Cannata recognized Blayne Clements for a report. Clements explained the Office of Internal Audit prepares an annual Audit Plan at the beginning of each fiscal year. Clements briefly described some of the planned audits. The plan is based on the staffing and time resources available to perform audits and is prepared in conjunction with an annual risk analysis of the university's auditable areas.

During the year, changes in audit priorities may result in alterations to the plan. The International Standards for the Professional Practice of Internal Auditing, issued by the Institute of Internal Auditors (IIA) requires the Audit Committee to approve the audit plan and any significant changes to the plan.

Conclusions

Trustee McInnis moved to approve the fiscal year 2022 Internal Audit Plan. The motion was seconded by Trustee Atkins. A roll call vote was taken and carried unanimously with four trustees voting yes.

Billy Atkins:	Yes
Katherine Cannata:	Yes
Gary Luck:	Yes
Keri McInnis:	Yes

Yes: 4, No: 0

Information Item A - Internal Audit Reports released between February 23, 2021 and May 10, 2021, and List of Outstanding Audit Recommendations

Discussion

Trustee Cannata recognized Blayne Clements for a report. Clements discussed the three audits completed between February 23, 2021 and May 10, 2021. The Purchasing Card Review was released on April 12, 2021. The Follow-up to the Comptroller of the Treasury's Performance Audit (Sunset Audit) was released on April 23, 2021. The Review of the Police Department Evidence Room was released on April 28, 2021.

Clements also explained that the Office of Internal Audit follows up on all recommendations included in internal audit reports, and a summary of outstanding audit recommendations was provided to the committee.

Conclusions

This was an information item and required no action.

Information Item B – Client Satisfaction Surveys for Calendar Year 2020

Discussion

Trustee Cannata recognized Blayne Clements for a report. Clements explained the Office of Internal Audit is committed to a continuous quality assessment and improvement program. This program includes periodically soliciting feedback directly from the clients served regarding the quality of services provided by the Office of Internal Audit. At the beginning of each calendar year, the Office of Internal Audit sends a 10-question survey to staff who have had significant interaction with the office pursuant to internal audit engagements for the previous calendar year. The survey responses are anonymous to ensure candid feedback. Clements explained the charts and stated that he was pleased with the response rate and results.

Conclusions

This was an information item and required no action.

Adjourn Public Portion of the Meeting

Discussion

Trustee Atkins moved to adjourn the public portion of the Audit Committee meeting. The motion was seconded by Trustee McInnis. A voice vote was taken and carried unanimously with four trustees voting yes. The meeting adjourned at 10:52 a.m.



Audit Committee - Executive Session

6.4.21

9:00 a.m.

317 College Street
Clarksville, TN 37040

Meeting Type

Audit Committee Meeting - Executive Session

Note Taker

Beth Chancellor

Attendees

	Present (Y/N)
Ms. Katherine Cannata, Chair	Y
Mr. Billy Atkins	Y
General Gary Luck	Y (Electronic)
Ms. Keri McInnis	Y
Mr. Mike O'Malley, ex-officio	Y
Dr. Michael Licari, President	Y
Ms. Dannelle Whiteside, Vice President for Legal Affairs and Organizational Strategy	Y
Dr. McCartney Johnson, Secretary to the Board	Y

Executive Session

Discussion

Trustee Cannata called the confidential, nonpublic executive session to order at 10:55 a.m. Trustee Cannata recognized Dannelle Whiteside for a discussion of litigation and reminded the attendees that everything discussed is to be considered confidential and not shared outside the session.

Adjourn

Discussion

Trustee McInnis moved to adjourn the meeting. The motion was seconded by Trustee Atkins. A voice vote was taken and carried unanimously with four trustees voting yes. The meeting adjourned at 11:07 a.m.



Business and Finance Committee			
6.4.2021		9:00 a.m.	317 College Street, Clarksville, TN 37040
Meeting Type	Business and Finance Committee		
Note Taker	Hannah Allen		
Attendees			Present (Y/N)
	Mr. Billy Atkins		Y
	Ms. Katherine Cannata		Y
	Mr. Don Jenkins		Y
	Ms. Keri McInnis		Y
	Mr. Mike O'Malley (ex-officio)		Y
	Mr. Mitch Robinson (ex-officio)		Y
	Dr. Michael Licari, President		Y
	Ms. Dannelle Whiteside, Vice President of Legal Affairs and Organizational Strategy		Y
	Dr. McCartney Johnson, Secretary to the Board		Y
	Call to Order		
Discussion			
Trustee Atkins called the meeting to order at 9:43 a.m.			
Roll Call/Declaration of a Quorum			
Discussion			
Dr. McCartney Johnson, Secretary to the Board, called the roll.			
Conclusions			

Trustee Atkins stated there was quorum.

Action Item A - Consideration of Tuition and Mandatory Fee Increases for the 2021-2022 Academic Year

Discussion

Trustee Atkins recognized Mr. Robinson, Vice President for Finance and Administration, to present information regarding the tuition and mandatory fee increases for the 2021-2022 academic year. Mr. Robinson stated that the binding tuition range set by Tennessee Higher Education Commission for the 2021-2022 academic year is 0-2% for the combined in-state tuition and mandatory fees. He then discussed the proposed 1.5% increase in tuition and 2.0% increase in mandatory fees for a total increase of 1.6%. Mr. Robinson presented figures for the increase in tuition and mandatory fees on a per credit hour basis and a comparison of APSU tuition and fees with other public institutions in Tennessee. Mr. Robinson pointed out that the University is complying with the state legislated Tuition Transparency Act, and a discussion followed on the public comments received in regards to the tuition and mandatory fee increase.

A general discussion followed regarding the communication to students about the tuition and mandatory fee increases, the zero percent increase for academic year 2020-2021, APSU having the second lowest tuition and fees among public state institutions, the University's portion of the salary pool, competitive salaries and quality education, the Higher Education Emergency Relief Funds, and general inflation.

Conclusions

Trustee Cannata moved to approve the tuition and mandatory fee increases for the 2021-2022 academic year. The motion was seconded by Trustee Jenkins. A roll call vote was taken and carried unanimously with four trustees voting yes.

Billy Atkins:	Yes
Katherine Cannata:	Yes
Don Jenkins:	Yes
Keri McInnis	Yes

Yes: 4, No: 0

Action Item B - Consideration of the Estimated Budget for the 2020-2021 Fiscal Year and Proposed Budget for the 2021-2022 Fiscal Year

Discussion

Trustee Atkins recognized Mr. Robinson to present information regarding the estimated budget for fiscal year 2020-2021 and the proposed budget for fiscal year

2021-2022. Mr. Robinson stated that the budgets were submitted to the Tennessee Board of Regents on May 7, 2021. He then called on Associate Vice President for Budgets and Financial Planning, Sondra Hamilton, to present further information.

Ms. Hamilton discussed the estimated and proposed budgets and noted significant changes in revenues, expenditures by function, and expenditures by natural classification. The majority of the University's budget is devoted to salaries and benefits.

A general discussion followed regarding the University reserve funds, the Higher Education Emergency Relief funds, and expenditure reductions.

Conclusions

Trustee Jenkins moved to approve the estimated budget for the 2020-2021 fiscal year and the proposed budget for the 2021-2022 fiscal year. The motion was seconded by Trustee Cannata. A roll call vote was taken and carried unanimously with four trustees voting yes.

Billy Atkins:	Yes
Katherine Cannata:	Yes
Don Jenkins:	Yes
Keri McInnis	Yes

Yes: 4, No: 0

Action C - Consideration of Capital Outlay and Maintenance Requests for the 2022-2023 Fiscal Year

Discussion

Trustee Atkins recognized Mr. Robinson to present information regarding the capital outlay and maintenance requests for the 2022-2023 fiscal year. Mr. Robinson discussed the Tennessee Higher Education Commission's process for capital investments. He then called on Director of Capital Planning, Design & Construction, Marc Brunner, to present further information.

Mr. Brunner shared the capital outlay proposal for the estimated \$10 million College of Business renovations in the Kimbrough building. He then shared two proposed capital maintenance requests for the \$1 million multi-building elevator upgrades and the \$4.6 million Dunn Center HVAC and electrical updates phases 2 and 3. Mr. Brunner shared the proposed future deferred capital maintenance needs for the University as well as two disclosed projects, the replacement of the football field turf and the renovation of administration office space to create a student success center.

Conclusions									
Trustee McInnis motioned to approve the capital outlay and maintenance requests for the 2022-2023 fiscal year. The motion was seconded by Trustee Cannata. A roll call vote was taken and carried unanimously with four trustees voting yes.									
<table border="1"> <tr> <td>Billy Atkins:</td><td>Yes</td></tr> <tr> <td>Katherine Cannata:</td><td>Yes</td></tr> <tr> <td>Don Jenkins:</td><td>Yes</td></tr> <tr> <td>Keri McInnis</td><td>Yes</td></tr> </table>		Billy Atkins:	Yes	Katherine Cannata:	Yes	Don Jenkins:	Yes	Keri McInnis	Yes
Billy Atkins:	Yes								
Katherine Cannata:	Yes								
Don Jenkins:	Yes								
Keri McInnis	Yes								
Yes: 4, No: 0									
Information Item A - Review of the University's Organizational Chart									
Discussion									
Trustee Atkins recognized Mr. Robinson to present information regarding the University's organizational chart. Mr. Robinson shared the updated University organizational chart effective May 10, 2021. Changes to the chart include the addition of new personnel, promotions, and title changes.									
Conclusions									
This was an information item and required no action.									
Adjourn									
Discussion									
Trustee Atkins moved to adjourn the meeting. The motion was seconded by Trustee Jenkins. A voice vote was taken and carried unanimously with four trustees voting yes. The meeting adjourned at 10:19 a.m.									

POTENTIAL STUDENT FEE INCREASES

	Current	Proposed	Increase per Semester*	Annual Estimated Revenue
Tuition			1.5%	\$1,000,000
Mandatory Fees				
Athletics	225.00	236.00	\$ 11.00	\$ 182,270
Recreation Center	75.00	80.00	\$5.00	82,850

*Increase per semester is based on 10 credit hours

Tuition and Mandatory Fees History

	2017-2018				2018-2019				2019-2020			
	Tuition	Mandatory	Total	1 Yr Change	Tuition	Mandatory	Total	1 Yr Change	Tuition	Mandatory	Total	1 Yr Change
APSU	\$6,696	\$1,529	\$8,225	2.9%	\$6,888	\$1,583	\$8,471	2.9%	\$7,044	\$1,583	\$8,627	1.8%
ETSU	7,224	1,791	9,015	4.0%	7,422	1,855	9,277	2.9%	7,572	1,919	9,491	2.3%
MTSU	7,176	1,772	8,948	3.9%	7,380	1,826	9,206	2.9%	7,554	1,870	9,424	2.4%
TSU	6,726	1,050	7,776	2.7%	6,900	1,107	8,007	3.0%	7,026	1,157	8,183	2.2%
TTU (Fall 2020)	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
TTU (Prior to Fall 2020)	7,656	1,217	8,873	3.8%	7,860	1,243	9,103	2.6%	8,040	1,278	9,318	2.4%
UM Guaranteed	8,064	1,637	9,701	2.1%	8,064	1,637	9,701	0.0%	8,208	1,704	9,912	2.2%
UM Non-Guaranteed	NA	NA	NA	NA	NA	NA	NA	NA	8,232	1,704	9,936	NA
UTC (Soar in Four)	NA	NA	NA	NA	NA	NA	NA	NA	7,836	1,820	9,656	NA
UTC (Returning)	6,888	1,776	8,664	1.4%	6,888	1,776	8,664	0.0%	7,060	1,820	8,880	2.5%
UTK	11,110	1,860	12,970	2.4%	11,110	1,896	13,006	0.3%	11,332	1,932	13,264	2.0%
UTM	7,509	1,418	8,927	1.6%	7,734	1,460	9,194	3.0%	8,214	1,534	9,748	2.5%

	2020-2021				Proposed 2021-2022			
	Tuition	Mandatory	Total	1 Yr Change	Tuition	Mandatory	Total	1 Yr Change
APSU	\$7,044	\$1,583	\$8,627	0.0%	\$7,146	\$1,615	\$8,761	1.6%
ETSU	7,572	1,919	9,491	0.0%				
MTSU	7,554	1,870	9,424	0.0%				
TSU	7,026	1,157	8,183	0.0%				
TTU (Fall 2020)	9,060	1,278	10,338	NA				
TTU (Prior to Fall 2020)	8,040	1,278	9,318	0.0%				
UM Guaranteed	8,208	1,704	9,912	0.0%				
UM Non-Guaranteed	8,232	1,704	9,936	0.0%				
UTC (Soar in Four)	7,836	1,820	9,656	0.0%				
UTC (Returning)	7,060	1,820	8,880	0.0%				
UTK	11,332	1,932	13,264	0.0%				
UTM	8,214	1,534	9,748	0.0%				

Austin Peay State University
Estimated Budget 2020-21 & Proposed Budget 2021-22

Revenues/Funds Available

Education and General	Estimated	Proposed
Funds from previous year rebudgeted	\$ 140,600	\$ -
Tuition and Fees	82,405,300	82,401,300
State Appropriations	51,097,700	58,052,100
Grants and Contracts (IDC)	533,400	533,400
Sales and Services of Other Activities	6,915,800	6,909,100
Other Sources	6,206,800	2,339,400
Auxiliary Enterprises		
Sales & Services of Auxiliary Enterprises	13,779,800	13,792,200
Total Revenues/Funds Available	\$ 161,079,400	\$ 164,027,500

Expenditures and Transfers by Function

Education and General	Estimated	Proposed
Instruction	\$ 69,102,200	\$ 69,930,300
Research	735,300	674,700
Public Service	367,600	442,500
Academic Support	10,498,200	10,256,500
Student Services	23,705,000	23,582,900
Institutional Support	14,153,300	14,694,300
Operation and Maintenance of Plant	13,634,500	14,852,600
Scholarships and Fellowships	11,928,300	12,426,300
<u>Transfers</u>		
Principal and Interest	2,953,800	2,953,800
Renewal and Replacement	385,000	385,000
Unexpended Plant	(146,700)	53,300
Other Funds	(16,900)	(16,900)
Auxiliary Enterprises		
Expenditures	8,003,400	8,012,800
<u>Transfers</u>		
Principal and Interest	4,722,200	4,720,700
Renewal and Replacement	977,300	981,800
Other Funds	76,900	76,900
Total Expenses	\$ 161,079,400	\$ 164,027,500

Expenditures and Transfers by Natural Classification

Education and General	Estimated	Proposed
Salaries	\$ 73,948,600	\$ 74,979,100
Employee Benefits	31,881,400	32,120,000
Operating Expenses	38,294,500	39,761,000
Transfers	3,175,200	3,375,200
Auxiliary Enterprises		
Salaries	1,919,800	1,961,200
Employee Benefits	547,000	565,000
Operating Expenses	5,536,500	5,486,600
Transfers	5,776,400	5,779,400
Total Expenses	\$ 161,079,400	\$ 164,027,500



Executive Committee Meeting		
6.4.2021	9:00 a.m.	317 College Street, Clarksville, TN 37040
Meeting Type	Executive Committee Meeting	
Note Taker	Lenora Parks	
Attendees		Present (Y/N)
	Mr. Mike O'Malley, Chair	Y
	Mr. Billy Atkins	Y
	Ms. Katherine Cannata	Y
	Dr. Mike Licari, President	Y
	Ms. Dannelle Whiteside, Vice President for Legal Affairs and Organizational Strategy	Y
	Dr. McCartney Johnson, Secretary to the Board	Y
Call to Order		
Discussion		
Trustee O'Malley called the meeting to order at 10:25 a.m.		
Roll Call/Declaration of a Quorum		
Discussion		
Dr. McCartney Johnson, Secretary to the Board, called the roll.		
Conclusions		
Trustee O'Malley stated there was a quorum.		
Action Item A - Consideration of the Title IX Compliance Permanent Rule		
Discussion		
Trustee O'Malley recognized Dannelle Whiteside, Vice President for Legal Affairs and Organizational Strategy, who provided information on the Title IX Compliance rule.		

Ms. Whiteside presented the Title IX Compliance permanent rule and explained the process. She stated a public hearing was held on May 12, 2021 and no comments were received.

Conclusions

Trustee O'Malley moved that the committee approve the Title IX Compliance rule, including authorizing the President and his designees to make any technical or minor corrections to the rule, including changes required by the Attorney General's Office or the Government Operations Committee after review. The motion was seconded by Trustee Cannata. A roll call vote was taken and carried unanimously with three trustees voting yes.

Billy Atkins:	Yes
Katherine Cannata:	Yes
Michael O'Malley:	Yes

Yes: 3; No: 0

Action Item B - Consideration of the Access to Public Records Permanent Rule

Discussion

Trustee O'Malley recognized Dannelle Whiteside, who explained the Access to Public Records permanent rule and the process. She stated a public hearing was held on May 12, 2021 and no comments were received.

Conclusions

Trustee O'Malley moved that the members approve the Access to Public Records Rule including authorizing the President and his designees to make any technical or minor corrections to the rule, including changes required by the Attorney General's Office or Government Operations Committee after review. The motion was seconded by Trustee Atkins. A roll call vote was taken and carried unanimously with three trustees voting yes.

Billy Atkins:	Yes
Katherine Cannata:	Yes
Michael O'Malley:	Yes

Yes: 3; No: 0

Adjourn

Discussion

Trustee O'Malley moved to adjourn the meeting. The motion was seconded by Trustee Atkins. A voice vote was taken and carried unanimously with three trustees voting yes. The meeting adjourned at 10:32 a.m.

Rules
of
Austin Peay State University

Chapter 0240-05-06
Title IX Compliance

New Chapter

Division 0240-05 is amended by adding Chapter 06 Title IX Compliance, a table of contents, and Rules .01 through .18, so that it shall read as follows:

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0240-05-06-.18	Severability

0240-05-06-.01 Statement of Nondiscrimination on the Basis of Sex is added to Chapter 0240-05-06 Title IX Compliance and shall read as follows:

0240-05-06-.01 Statement of Nondiscrimination on the Basis of Sex

- (1) As required by law, no student, employee, or applicant for admission or employment will be excluded, on the basis of sex, from participation in, be denied the benefit of, or be subjected to discrimination under any Austin Peay State University education program or activity.
- (2) If APSU has actual knowledge of sexual harassment in an education program or activity against a person in the United States, APSU will respond promptly in a manner that is not deliberately indifferent.

Authority: T.C.A. §§ 49-8-101(a)(2)(A) and 49-8-203(a).

0240-05-06-.02 Definitions is added to Chapter 0240-05-06-.02 Title IX Compliance and shall read as follows:

0240-05-06-.02 Definitions

- (1) Actual knowledge: notice of sexual harassment or allegations of sexual harassment to an APSU Title IX Coordinator or any APSU official who has authority to institute corrective measures on behalf of APSU. This definition is not met when the only APSU official with actual knowledge is also the respondent.
- (2) Complainant: an individual who is alleged to be the victim of conduct that could constitute sexual harassment. Complainant does not mean the Title IX Coordinator when the Title IX Coordinator signs a formal complaint or is not otherwise an alleged victim of sexual harassment. References in this rule to the

singular "complainant" include the plural, as applicable.

- (3) Deliberately indifferent: a response that is clearly unreasonable in light of the known circumstances.
- (4) Education program or activity: locations, events, or circumstances over which APSU exercised substantial control over both the respondent and the context in which the sexual harassment occurs, and also includes any building owned or controlled by a student organization that is officially recognized by APSU.
- (5) Formal complaint: a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting APSU investigate the allegation of sexual harassment. As used in this definition, the phrase "document filed by a complainant" means a document or electronic submission that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint. Where the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or otherwise a party.
- (6) Hearing officer: the person who is the decision-maker with respect to the determination of responsibility after a live hearing. Hearing officer may also mean a committee that is the decision-maker with respect to the determination of responsibility after a live hearing. A hearing officer cannot be the same person(s) as the Title IX Coordinator or the investigator(s).
- (7) Party: either complainant or respondent. References in this rule to the plural "parties" includes complainant and respondent.
- (8) Respondent: an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment. References in this rule to the singular "respondent" include the plural, as applicable.
- (9) Sexual harassment: conduct on the basis of sex that satisfies one (1) or more of the following:
 - (a) An APSU employee conditioning the provision of an aid, benefit, or service of APSU on an individual's participation in unwelcome sexual conduct;
 - (b) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to APSU's education program or activity; or
 - (c) Sexual assault as defined by federal law, "dating violence" as defined by federal law, "domestic violence" as defined by federal or state law, or "stalking" as defined by federal law.
- (10) Supportive measures: non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to APSU's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or APSU's educational environment, or deter sexual harassment. Supportive measures may include but are not limited to counseling, adjustments for assignments or tests, extensions of deadlines or other course-related adjustments, academic support services such as tutoring, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, providing or assisting in providing medical services, arranging a course re-take or withdraw from a class without penalty including ensuring that any changes do not adversely affect the student's academic record, and other similar measures.
- (11) Title IX Coordinator: the person designated and authorized by APSU to coordinate its efforts to comply with its Title IX responsibilities.

Authority: T.C.A. §§ 49-8-101(a)(2)(A) and 49-8-203(a).

0240-05-06-.03 General Provisions Related to Reporting Title IX Complaints is added to Chapter 0240-05-06 Title IX Compliance and shall read as follows:

0240-05-06-.03 General Provisions Related to Reporting Title IX Complaints

- (1) Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.
- (2) Such a report may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address listed for the Title IX Coordinator.
- (3) A complainant may file a formal complaint with the Title IX Coordinator in person, by mail, or by electronic mail, using the contact information listed for the Title IX Coordinator or by any additional method APSU designates. At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in an APSU education program or activity.

Authority: T.C.A. §§ 49-8-101(a)(2)(A) and 49-8-203(a).

0240-05-06-.04 Response to Complaints of Sex Discrimination is added to Chapter 0240-05-06 Title IX Compliance and shall read as follows:

0240-05-06-.04 Response to Complaints of Sex Discrimination

- (1) When a person reports sex discrimination committed against a person while in the United States, APSU will follow its rules, procedures and processes used for Title VII sex discrimination allegations, which provide for the prompt and equitable resolution of complaints alleging sex discrimination.
- (2) Where a person alleges both sex discrimination and sexual harassment committed against a person while in the United States, APSU will follow its rules, procedures and processes for responding to a formal complaint of sexual harassment. If the formal complaint is dismissed at any point in the process, APSU will follow its rules, procedures and processes used for Title VII sex discrimination allegations.

Authority: T.C.A. §§ 49-8-101(a)(2)(A) and 49-8-203(a).

0240-05-06-.05 Response to Complaints of Sexual Harassment is added to Chapter 0240-05-06 Title IX Compliance and shall read as follows:

0240-05-06-.05 Response to Complaints of Sexual Harassment

- (1) If APSU has actual knowledge of sexual harassment in an education program or activity committed against a person while in the United States, APSU will respond promptly in a manner that is not deliberately indifferent and follow its grievance process.
- (2) APSU will treat complainants and respondents equitably by offering supportive measures to a complainant, and in cases where a formal complaint is filed, will follow its grievance process before the imposition of any disciplinary sanctions or other actions that are not supportive measures against a respondent.
- (3) The Title IX Coordinator will promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.
- (4) The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.
- (5) APSU may remove a respondent from an education program or activity on an emergency basis only after undertaking an individualized safety and risk analysis, determining that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal, and providing the respondent with notice and an opportunity to challenge the decision immediately following the removal.
- (6) APSU may place a non-student employee respondent on administrative leave during the pendency of a grievance process.

Authority: T.C.A. §§ 49-8-101(a)(2)(A) and 49-8-203(a).

0240-05-06-.06 Confidentiality is added to Chapter 0240-05-06 Title IX Compliance and shall read as follows:

0240-05-06-.06 Confidentiality

- (1) APSU will keep confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint, any complainant, any individual who has been reported to be the perpetrator of sex discrimination, any respondent and any witness, except as may be permitted or required by federal or state law, or to carry out the purposes of this rule and attendant policies, including the conduct of any investigation, hearing, or judicial proceeding arising thereunder.
- (2) APSU will utilize good faith efforts to maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality does not impair APSU's ability to provide the supportive measures.

Authority: T.C.A. §§ 49-8-101(a)(2)(A) and 49-8-203(a).

0240-05-06-.07 Written Notice to the Parties Upon Receipt of a Formal Complaint is added to Chapter 0240-05-06 Title IX Compliance and shall read as follows:

0240-05-06-.07 Written Notice to the Parties Upon Receipt of a Formal Complaint

- (1) When a formal complaint is filed, APSU will provide parties with a written notice of its grievance process, including any informal resolution process(es).
- (2) APSU will provide written notice of the allegations potentially constituting sexual harassment, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. Sufficient details include the identities of the parties involved in the incident, if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident, if known.
- (3) APSU's written notice will include a statement that:
 - (a) The respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process;
 - (b) The parties may have an advisor of their choice, who may be, but is not required to be, an attorney;
 - (c) The parties may inspect and review evidence; and
 - (d) Identifies any provision in its codes of conduct that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.
- (4) If, in the course of an investigation, APSU decides to investigate allegations about the complainant or respondent that are not included in the initial written notice, APSU will provide notice of the additional allegations to the parties whose identities are known.

Authority: T.C.A. §§ 49-8-101(a)(2)(A) and 49-8-203(a).

0240-05-06.08 Investigations of Formal Complaints is added to Chapter 0240-05-06 Title IX Compliance and shall read as follows:

0240-05-06-.08 Investigations of Formal Complaints

- (1) APSU will investigate, to the extent necessary or possible, the allegations in a formal complaint.
- (2) If the conduct alleged in a formal complaint would not constitute sexual harassment even if proved, did not occur in APSU's education program or activity, or did not occur against a person while in the United States, APSU will dismiss the formal complaint with regard to that conduct for purposes of sexual

harassment under Title IX; such a dismissal does not, however, preclude action under another provision of APSU's codes of conduct or other related rules or policies.

- (3) APSU may dismiss a formal complaint or any allegations therein, if at any time during the investigation a complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the formal complaint or any allegations therein, the respondent is no longer enrolled or employed by APSU; or specific circumstances prevent APSU from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.
- (4) If APSU dismisses a formal complaint during the investigation phase, APSU will promptly send written notice of the dismissal and reason(s) therefor simultaneously to the parties.
- (5) APSU may consolidate formal complaints as to allegations of sexual harassment against more than one (1) respondent, or by more than one (1) complainant against one (1) or more respondents, or by one (1) party against the other party, where the allegations of sexual harassment arise out of the same facts or circumstances.
- (6) The burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rest on APSU and not on the parties.
- (7) APSU will not access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and are made and maintained in connection with the provision of treatment to the party, unless APSU obtains that party's voluntary, written consent to do so for a grievance process.
- (8) APSU will provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence.
- (9) APSU will not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence.
- (10) APSU will provide the parties with the same opportunities to have others present during any interview or investigative process, including the opportunity to be accompanied to any related investigation meeting by the advisor of their choice, who may be, but is not required to be, an attorney.
- (11) APSU will not limit the choice or presence of an advisor for either the complainant or respondent in any investigative meeting; however, APSU may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties.
- (12) APSU will provide to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all investigative interviews, or other meetings with a party, with sufficient time for the party to prepare to participate.
- (13) APSU will provide both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in a formal complaint, including the evidence upon which APSU does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source, so that each party can meaningfully respond to the evidence prior to conclusion of the investigation.
- (14) Prior to completion of the investigative report, APSU will send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy,
- (15) APSU will allow the parties ten (10) business days to submit a written response, which the investigator will consider prior to completion of the investigative report.
- (16) APSU will create an investigative report that fairly summarizes relevant evidence.
- (17) At least ten (10) business days prior to a hearing or other time of determination regarding responsibility, APSU will send the investigative report in electronic format or a hard copy to each party and the party's advisor, if any, for their review and written response to the investigative report.

Authority: T.C.A. §§ 49-8-101(a)(2)(A) and 49-8-203(a).

shall read as follows:

0240-05-06-.09 Grievance Process for Formal Complaints

- (1) APSU will apply its grievance procedures and requirements equally to both parties.
- (2) During the course of the grievance process, APSU will treat complainants and respondents equitably by providing remedies to a complainant where a determination of responsibility for sexual harassment has been made against the respondent, and by following its grievance process before the imposition of any disciplinary sanctions or other actions that are not supportive measures against a respondent.
- (3) APSU will design remedies to restore or preserve equal access to APSU's education program or activity. Such remedies may include supportive measures; however, remedies need not be non-disciplinary or non-punitive and need not avoid burdening the respondent.
- (4) APSU will ensure that the Title IX Coordinator, investigator, hearing officer, or decision-maker does not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.
- (5) APSU will require an objective evaluation of all relevant evidence - including both inculpatory and exculpatory evidence - and prohibit credibility determinations based on a person's status as a complainant, respondent, or witness.
- (6) APSU will presume that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.
- (7) APSU will apply a preponderance of the evidence standard for all formal complaints.
- (8) APSU will require the grievance process, including the appeal process, to conclude within a reasonably prompt time frame.
- (9) APSU will provide the range of possible disciplinary sanctions and remedies or list the possible disciplinary sanctions and remedies that APSU may implement following any determination of responsibility.
- (10) APSU will describe the range of supportive measures available to complainants and respondents.
- (11) APSU will provide the parties with the same opportunities to have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney.
- (12) APSU will not limit the choice or presence of advisor for either the complainant or respondent in any grievance proceeding; however, APSU may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties.
- (13) APSU will provide to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all proceedings or hearings, or other meetings with a party, with sufficient time for the party to prepare to participate.
- (14) APSU will appoint a hearing officer that meets the training requirements set forth in T.C.A. § 4-5-324.

Authority: T.C.A. §§ 49-8-101(a)(2)(A) and 49-8-203(a).

0240-05-06.010 Hearings of Formal Complaints is added to Chapter 0240-05-06 Title IX Compliance and shall read as follows:

0240-05-06-.10 Hearings of Formal Complaints

- (1) APSU will conduct a live hearing of formal complaints not dismissed pursuant to this rule.
- (2) At the request of either party, APSU will provide for the live hearing to occur with the parties located in separate rooms with technology enabling the hearing officer and parties to simultaneously see and hear the party or the witness answering questions.
- (3) Live hearings may be conducted with all parties physically present in the same geographic location or, at APSU's discretion, any or all parties, witnesses, and other participants may appear at the live hearing virtually,

with technology enabling participants simultaneously to see and hear each other.

- (4) At least seventy-two (72) hours prior to a live hearing, APSU will provide both parties with written notice of the following:
 - (a) The time, place, date of the hearing, and electronic access information, if applicable;
 - (b) The name of each witness APSU expects to present at the hearing and those APSU may present if the need arises;
 - (c) The right to request a copy of the investigative file; and
 - (d) The right to request copies of all documents, copies of all electronically stored information, and access to tangible evidence that APSU has in its possession, custody, or control and may use to support claims or defenses.
- (5) When notice is sent by United States mail or courier service, the notice is effective on the date that the notice is mailed or delivered to the courier service. When notice is hand delivered to the parties from APSU, notice is effective on the date that the notice is delivered to the parties. When notice is sent by email, the notice is effective on the date that the email is sent to the parties' APSU-provided email account.
- (6) The hearing officer may allow a temporary delay of the grievance process or the limited extension of time frames for good cause with written notice to the complainant and the respondent of the delay or extension and the reasons for the action. Good cause may include but is not limited to considerations such as the absence of a party, a party's advisor, or a witness, concurrent law enforcement activity, or the need for language assistance or accommodation of disabilities.
- (7) In cases that involve more than one (1) respondent, the hearing officer may, consistent with the requirements of Title IX, consider whether separate proceedings are necessary to avoid undue prejudice to the respondents.
- (8) During the hearing, the hearing officer will make evidence subject to review and inspection during the investigation phase available to give each party equal opportunity to refer to that evidence, including for purposes of cross-examination.
- (9) Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent.
- (10) Only relevant cross examination and other questions may be asked of a party or witness. Before a complainant, respondent, or witness answers a cross-examination or other question, the hearing officer will first determine whether the question is relevant and explain any decision to exclude a question as not relevant.
- (11) The hearing officer will not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.
- (12) Notwithstanding any limitations to the contrary that APSU has placed on the advisor's participation in the hearing, the hearing officer will permit each party's advisor to ask the other party and any witnesses all relevant questions and follow-up questions, including those challenging credibility. Such cross-examination at the live hearing will be conducted directly, orally, and in real time by the party's advisor of choice and never by a party personally.
- (13) If a party does not have an advisor at the live hearing, APSU will provide without fee or charge to that party an advisor of APSU's choice, who may be, but is not required to be, an attorney, to conduct cross-examination on behalf of that party.
- (14) If a party or witness does not submit to cross-examination at the live hearing, the hearing officer will not rely on any statement of that party or witness in reaching a determination regarding responsibility; provided, however, that the hearing officer cannot draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the live hearing or refusal to answer cross-examination or other questions.

- (15) APSU will create an audio or audiovisual recording, or transcript, of any live hearing and make it available to the parties for inspection and review.
- (16) The hearing officer may dismiss the formal complaint or any allegations therein, if at any time during the hearing a complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the formal complaint or any allegations therein, the respondent is no longer enrolled or employed by APSU, or specific circumstances prevent APSU from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.
- (17) If the hearing officer dismisses the formal complaint during the grievance process, the hearing officer will promptly notify the Title IX Coordinator who will promptly send written notice of the dismissal and reason(s) therefor simultaneously to the parties.

Authority: T.C.A. §§ 49-8-101(a)(2)(A) and 49-8-203(a).

0240-05-06.11 Determination Regarding Responsibility is added to Chapter 0240-05-06 Title IX Compliance and shall read as follows:

0240-05-06.11 Determination Regarding Responsibility

- (1) The hearing officer will issue a written determination simultaneously to the complainant and respondent regarding responsibility, using a preponderance of evidence to reach a determination.
- (2) The written determination must include:
 - (a) Identification of allegations potentially constituting sexual harassment;
 - (b) A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
 - (c) Findings of fact supporting the determination;
 - (d) Conclusions regarding the application of APSU's rule, policy, and, if applicable, code of conduct to the facts;
 - (e) A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions APSU imposes on the respondent, and whether remedies designed to restore or preserve equal access to APSU's education program or activity will be provided to the complainant; and
 - (f) APSU's procedures and permissible bases for the complainant and/or respondent to appeal.
- (3) Either party may submit a written statement in support of the outcome to the Title IX Coordinator within ten (10) business days of the date of the determination or dismissal.
- (4) The Title IX Coordinator will be responsible for effective implementation of any remedies.
- (5) The determination regarding responsibility becomes final either on the date that APSU provides the parties with the written appeal decision, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

Authority: T.C.A. §§ 49-8-101(a)(2)(A) and 49-8-203(a).

0240-05-06.12 Appeal of Determination of Responsibility or Dismissal of Formal Complaint is added to Chapter 0240-05-06 Title IX Compliance and shall read as follows:

0240-05-06-.12 Appeal of Determination of Responsibility or Dismissal of Formal Complaint

- (1) Both parties may appeal a determination regarding responsibility or the dismissal of a formal complaint or any allegations therein, only on the following bases:
 - (a) Procedural irregularity that affected the outcome of the matter;

- (b) New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made and that could affect the outcome of the matter; and
 - (c) The Title IX Coordinator, investigator(s), or hearing officer had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.
- (2) A party wishing to appeal a determination regarding responsibility or the dismissal of a formal complaint or any allegations therein must file a written appeal with the Title IX Coordinator within ten (10) business days of the date of the determination or the dismissal. The written appeal must identify the basis or bases for the appeal and explain with specificity the facts supporting the basis or bases of the appeal.
- (3) As to all appeals, the Title IX Coordinator will
- (a) Notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties;
 - (b) Ensure that the decision-maker(s) for the appeal is not the same person as any investigator(s) or the hearing officer that reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator;
 - (c) Ensure that the decision-maker(s) for the appeal meets the training requirements as required by Title IX and state law.
- (4) Within a reasonable time, the decision-maker(s) will issue a written appeal decision describing the result of the appeal and the rationale for the result.
- (5) The Title IX Coordinator will provide the written appeal decision simultaneously to both parties.

Authority: T.C.A. §§ 49-8-101(a)(2)(A) and 49-8-203(a).

0240-05-06-.13 Informal Resolution Process is added to Chapter 0240-05-06 Title IX Compliance and shall read as follows:

0240-05-06-.13 Informal Resolution Process

- (1) APSU will not require as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, waiver of the right to an investigation and adjudication of formal complaints of sexual harassment.
- (2) APSU will not require the parties to participate in an informal resolution process and may not offer an informal resolution process unless a formal complaint is filed. However, at any time prior to reaching a determination regarding responsibility, APSU may facilitate an informal resolution process, such as mediation, that does not involve a full investigation and adjudication, but only if APSU
 - (a) Provides to the parties a written notice disclosing the allegations, the requirements of the informal resolution process including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations;
 - (b) Any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared;
 - (c) Obtains the parties' voluntary, written consent to the informal resolution process; and
 - (d) Does not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.
- (3) At any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint.
- (4) APSU will ensure that an individual designated to facilitate an informal resolution process does not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.
- (5) APSU will require an informal resolution process to conclude within a reasonably prompt time frame.

Authority: T.C.A §§ 49-8-101(a)(2)(A) and 49-8-203(a).

0240-05-06.14 Retaliation is added to Chapter 0240-05-06 Title IX Compliance and shall read as follows:

0240-05-06-.14 Retaliation

- (1) Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX or this rule, constitutes retaliation.
- (2) The exercise of rights protected under the First Amendment does not constitute retaliation.
- (3) Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance process does not constitute retaliation, provided, however, that a determination regarding responsibility, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

Authority: T.C.A §§ 49-8-101(a)(2)(A) and 49-8-203(a).

0240-05-06.-15 Training Related to Sexual Harassment is added to Chapter 0240-05-06 Title IX Compliance and shall read as follows:

0240-05-06-.15 Training Related to Sexual Harassment Issues

- (1) APSU will ensure that its Title IX Coordinator, investigators, hearing officers, decision-makers, and any person who facilitates an informal resolution process receive training on this rule's definition of sexual harassment, the scope of APSU's education program or activity, how to conduct an investigation and grievance process including hearings, appeals, and informal resolution processes, as applicable, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias.
- (2) Such training will satisfy the requirements of Title IX and be developed or conducted consistent with the requirements of state law, including but not limited to T.C.A. § 4-5-324.
- (3) APSU will ensure that hearing officers receive training on any technology to be used at a live hearing.
- (4) APSU will ensure that hearing officers receive training on issues of relevance of questions and evidence, including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant.
- (5) APSU will ensure that investigators receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence.
- (6) APSU will ensure that any materials used to train Title IX Coordinators, investigators, hearing officers, decision-makers, and any person who facilitates an informal resolution process promote impartial investigations and adjudications of formal complaints and do not rely on sex stereotypes.

Authority: T.C.A. §§ 49-8-101(a)(2)(A) and 49-8-203(a).

0240-05-06.16 Effect of Other Requirements is added to Chapter 0240-05-06 Title IX Compliance and shall read as follows:

0240-05-06.-16 Effect of Other Requirements

- (1) APSU will not restrict any rights protected from government action by the First Amendment of the U.S. Constitution, deprive a person of any rights that would otherwise be protected from government action under the Due Process Clauses of the Fifth and Fourteenth Amendments of the U.S. Constitution, or restrict any other rights guaranteed against government action by the U.S. Constitution or State of Tennessee Constitution.

Authority: T.C.A. §§ 49-8-101(a)(2)(A) and 49-8-203(a).

0240-05-06.17 Record Retention and Disposition is added to Chapter 0240-05-06 Title IX Compliance and shall read as follows:

0240-05-06-.17 Record Retention and Disposition

- (1) APSU will retain and dispose of records related to Title IX matters as required by federal and state laws and regulations.

Authority: T.C.A. §§ 49-8-101(a)(2)(A) and 49-8-203(a).

0240-05-06.18 Severability is added to Chapter 0240-05-06 Title IX Compliance and shall read as follows:

0240-05-06-.18 Severability

- (1) If any provision of this rule or its application to any person, act, or practice is held invalid as to APSU, the remainder of the rule or the application of its provisions to any person, act, or practice shall not be affected thereby.
- (2) If any provision of the Title IX regulations on which this rule is based is enjoined or held invalid and applies to APSU or the Title IX regulations' application to any person, act, or practice is enjoined or held invalid and applies to APSU, the remainder of this rule or the application of its provisions to any person, act, or practice shall not be affected thereby.

Authority: T.C.A. §§ 49-8-101(a)(2)(A) and 49-8-203(a).

Rules
of
Austin Peay State University

Chapter 0240-05-04
Access to Public Records

New Chapter

Division 0240-05 is amended by adding Chapter 04 Access to Public Records, a table of contents, and Rules .01 through .09, so that it shall read as follows:

Table of Contents

0240-05-04-.01 Scope
0240-05-04-.02 Definitions
0240-05-04-.03 General Policy Statement
0240-05-04-.04 Requesting Access to Public Records
0240-05-04-.05 Responding to Public Records Requests
0240-05-04-.06 Redaction
0240-05-04-.07 Inspection of Records
0240-05-04-.08 Request for Copies of Records
0240-05-04-.09 Aggregation of Frequent and Multiple Requests

0240-05-04-.01 Scope is added to Chapter 0240-05-04 Access to Public Records and shall read as follows:

0240-05-04-.01 Scope.

- (1) This rule does not apply to a student's request to see his/her own education records or to an employee's or former employee's reasonable requests to review or copy his/her own personnel file.
- (2) Proof of Tennessee citizenship for the purpose of access to public records is not proof of residency for the purpose of classifying students as in-state or out-of-state when assessing tuition and fees and for admission purposes.

Authority: T.C.A. §§ 10-7-503(g)(2) and 49-8-203(a)(4).

0240-05-04-.02 Definitions is added to Chapter 0240-05-04 Access to Public Records and shall read as follows:

0240-05-04-.02 Definitions.

- (1) Public Records: All documents, papers, letters, maps, books, photographs, microfilms, electronic data processing files and output, films, sound recordings, or other material, regardless of physical form or characteristics, made or received pursuant to law or ordinance or in connection with the transaction of official University business and required to be open to inspection under the provisions of Tennessee law.
- (2) Public Records Request Coordinator ("Coordinator"): The designated individual who has the responsibility to ensure Public Record requests are routed to the appropriate records custodian and are fulfilled in accordance with the Tennessee Public Records Act.
- (3) Records Custodian: The office, official, or employee lawfully responsible for the direct custody and care of a Public Record.
- (4) Requestor: A person seeking access to a Public Record, whether it is for inspection or duplication.

Authority: T.C.A. §§ 10-7-503(g)(2) and 49-8-203(a)(4).

0240-05-04-.03 General Policy Statement is added to Chapter 0240-05-04 Access to Public Records and shall

read as follows:

0240-05-04-.03 General Policy Statement.

- (1) Austin Peay State University shall timely and efficiently provide access and assistance to persons requesting to view or receive copies of Public Records as required by law.

Authority: T.C.A. §§ 10-7-503(g)(2) and 49-8-203(a)(4).

0240-05-04-.04 Requesting Access to Public Records is added to Chapter 0240-05-04 Access to Public Records and shall read as follows:

0240-05-04-.04 Requesting Access to Public Records.

- (1) Public Records requests should be directed to the Coordinator or his/her designee in order to ensure Public Records requests are routed to the appropriate Records Custodian and fulfilled in a timely manner.
- (2) Requestor may contact the Coordinator in person or by telephone, fax, email, or mail.
- (3) The name/title and contact information for APSU's Public Records Request Coordinator are identified on APSU's Tennessee Public Records Act Requests webpage within the Office of Legal Affairs.
- (4) Austin Peay State University will not require a Requestor to submit a request for inspection in writing. Requests for copies, or requests for inspection and copies, must be made in writing.
- (5) Austin Peay State University will require proof of Tennessee citizenship by either a valid Tennessee driver's license or alternative acceptable form of identification as a condition to inspect or receive copies of Public Records.

Authority: T.C.A. §§ 10-7-503(g)(2) and 49-8-203(a)(4).

0240-05-04-.05 Responding to Public Records Requests is added to Chapter 0240-05-04 Access to Public Records and shall read as follows:

0240-05-04-.05 Responding to Public Records Requests.

- (1) The Coordinator shall, as necessary or appropriate:
 - (a) Request proof of Tennessee citizenship;
 - (b) Clarify the scope of the request;
 - (c) Advise the Requestor that APSU may charge for copies if the request exceeds the costs threshold allowed by its rule;
 - (d) Advise the Requestor that APSU is not the custodian of the record;
 - (e) Provide the records;
 - (f) Deny the request in writing, providing the appropriate basis, such as one of the following:
 1. The Requestor is not a Tennessee citizen or has not presented evidence of Tennessee citizenship;
 2. The request lacks specificity;
 3. An exemption makes the record not subject to disclosure under the Tennessee Public Records Act;
 4. The records do not exist.

- (2) The Coordinator may deny the request provided the Coordinator has identified in writing the specific legal basis for the denial of the request.
- (3) The Coordinator may, if appropriate, contact the Requestor to see if the request can be narrowed.
- (4) If requested records are in the custody of a different governmental entity and the Coordinator knows the correct governmental entity, the Coordinator may direct the Requestor to the correct governmental entity.
- (5) A Records Custodian must promptly forward a request to the Coordinator and assist the Coordinator in making the records available to the Requestor in a timely manner.
- (6) All efforts will be made to promptly provide requested records. If additional time is necessary to determine whether the requested records exist; to search for, retrieve, or otherwise gain access to records; to determine whether the records are open, to redact records; or for other similar reasons, then the Coordinator shall, within seven (7) business days from the receipt of the request, send the Requestor a completed Public Records Response Form.
- (7) If the Coordinator reasonably determines production of records should be segmented because the Public Records Request is for a large volume of records, or additional time is necessary to prepare the records for access, the Coordinator shall notify the Requestor in writing that production of the records will be in segments and that a records production schedule will be provided as expeditiously as practicable. If appropriate, the Coordinator may contact the Requestor to see if the request can be narrowed.
- (8) If the Coordinator discovers records responsive to a records request were omitted, the Coordinator will notify the Requestor and produce the records as quickly as practicable.
- (9) The University is not required to sort through files to compile information, create records, or recreate records that do not exist.

Authority: T.C.A. §§ 10-7-503(g)(2) and 49-8-203(a)(4).

0240-05-04-.06 Redaction is added to Chapter 0240-05-04 Access to Public Records and shall read as follows:

0240-05-04-.06 Redaction.

- (1) With the exception of records which are confidential in their entirety, if a record contains confidential information or information that is not open for public inspection, the Coordinator, with assistance from the Records Custodian, shall prepare a redacted copy of the record prior to providing access.
- (2) Whenever the Custodian provides a redacted record, the Coordinator will advise the Requestor of the general basis or bases for the redaction(s).

Authority: T.C.A. §§ 10-7-503(g)(2) and 49-8-203(a)(4).

0240-05-04-.07 Inspection of Records is added to Chapter 0240-05-04 Access to Public Records and shall read as follows:

0240-05-04-.07 Inspection of Records.

- (1) Austin Peay State University will not charge for inspection of Public Records.
- (2) Austin Peay State University will advise the Requestor of the location where the records may be inspected and may, under reasonable circumstances, require an appointment for inspection. Public Records will be open for inspection by citizens of Tennessee during business hours which shall be the business hours of the University's administrative offices. Inspection must be made in the presence of the Coordinator or Records Custodian, and custody of the original record is not to be relinquished.

Authority: T.C.A. §§ 10-7-503(g)(2) and 49-8-203(a)(4).

0240-05-04-.08 Request for Copies of Records is added to Chapter 0240-05-04 Access to Public Records and shall read as follows:

0240-05-04-.08 Request for Copies of Records.

- (1) The Coordinator will respond to a Public Records request for copies in the most economic and efficient manner practicable.
- (2) Copies will be available for pickup at a location specified by the Coordinator. At Requestor's request, and upon payment of postage, the Coordinator may mail the copies to the Requestor via US Mail.
- (3) The Coordinator will work to provide Requestors with an estimate of the charges to be assessed for copies and labor prior to producing copies of records. The Coordinator may require prepayment of such charges before producing the requested records.
- (4) Austin Peay State University uses the Schedule of Reasonable Charges, as they may be amended from time to time, established by the Tennessee Office of Open Records Counsel in determining costs for public records requests.
- (5) If fees for copies, labor, and postage do not exceed twenty-five dollars (\$25), APSU may waive those fees. Requests for waivers for costs that exceed \$25 must be presented to the Coordinator, who is authorized to waive fees in his or her discretion. APSU will not waive fees associated with aggregated records requests.
- (6) Notwithstanding the form of the records, reproduction or copying of records shall be made in a form as best determined by the Coordinator or Records Custodian. If the requested records exist electronically, but not in the format requested, or a new or modified computer program or application is necessary to put the records in a readable and reproducible format; or it is necessary to access backup files, the Coordinator may charge the Requestor the actual costs incurred in producing the records in the format requested, or in creating or modifying a computer program or application necessary to put the records in a readable and reproducible format, or in accessing backup files.
- (7) A Requestor may use a personal cellphone to take pictures of records when the total amount of pages to be photographed does not exceed twenty (20) pages.
- (8) A Requestor must pay by cash or personal check made payable to APSU and presented to the Coordinator.

Authority: T.C.A. §§ 10-7-503(g)(2) and 49-8-203(a)(4).

0240-05-04-.09 Aggregation of Frequent and Multiple Requests is added to Chapter 0240-05-04 Access to Public Records and shall read as follows:

0240-05-04-.09 Aggregation of Frequent and Multiple Requests.

- (1) Austin Peay State University will aggregate record requests in accordance with the current Office of Open Records Schedule for Reasonable Charges for Frequent and Multiple Requests when more than four (4) requests are received within a calendar month either from a single individual or a group of individuals deemed working in concert.
- (2) The Coordinator is responsible for making the determination that a group of individuals are working in concert. The Coordinator or Records Custodian must inform the individuals of the basis for the aggregation and that they have the right to appeal the decision to the Office of Open Records Counsel.

Authority: T.C.A. §§ 10-7-503(g)(2) and 49-8-203(a)(4).



APSU PHILANTHROPISTS OF THE YEAR

THE BAND FOUNDATION

Clark Mitchell, secretary and Nick Lapham, founding member of the Band Foundation

A chance invitation to the 2016 Mid-South Prairie Symposium at Austin Peay State University sparked Clark Mitchell's interest in the Southeastern Grasslands Initiative (SGI), a collaboration of leaders in international biodiversity conservation led by the APSU Center of Excellence for Field Biology.

Mitchell serves as the secretary for the Band Foundation, located in Washington, D.C. At the time of the symposium, his organization was seeking to invest in an upstart conservation organization that would be the catalyst to a conservation movement. With an initial \$20,000 planning grant in 2016, the BAND Foundation instructed SGI Executive Director Dwayne Estes to create a multi-year plan and to "dream big."

The BAND Foundation's support of SGI has now reached over \$1 million in matching challenge grants since 2017, which has established SGI as one of the most important conservation movements in the Southeastern United States. Assistance from the BAND Foundation provided unrestricted dollars that allowed SGI staff to travel to 65 destinations and speak to over 10,000 individuals and agency personnel over the past four years. Each speaking engagement helped grow awareness of the mission and vision of SGI, created partnerships and attracted private donations to meet the BAND Foundation challenge grant, and funded essential conservation work by SGI staff in 23 states.

Band Foundation funds have also helped to create SGI's seed banking program, in which staff identify and collect rare seeds in the Southeastern region. The seeds will serve as building blocks for restoration, thereby protecting endangered species and restoring native biodiversity.

The SGI team has grown to include 12 staff members and three graduate assistants in 23 states, with each of those individuals having some portion of their position funded by BAND Foundation contributions. These individuals protect grassland remnants and develop grassland projects in multiple states through partnerships with various private and public entities, such as the Tennessee Valley Authority (TVA), Google, North Carolina Botanical Gardens, Dunbar Cave-City of Clarksville, Davidson County Parks Department, Bill and Tracey Frist, Norfolk Railroad Foundation, George Lindermann, Jr. and the Lynhurst Foundation

Recently, the work of SGI was featured in the Yale Environment 360, a publication of Yale University. Negotiations are underway to feature SGI in a fall 2021 edition of National Geographic. The growth and opportunities of SGI would not have been possible without the support of the BAND Foundation.



GOVS WHO LEAD THROUGH MILITARY SERVICE AWARD

JOE SHAKEENAB

APSU Military Alumni Chapter president and APSU National Alumni Association president

Joe Shakeenab was born on September 5, 1964, in Mound Bayou, Mississippi. After completing high school in May 1982, Mr. Shakeenab enlisted in the U.S. Army as an Airborne Ranger. From there, he went on to serve in the 5th Special Forces Group.

Shakeenab is a 28-year military veteran who served extensively in the Middle East and the Horn of Africa, where he participated in, directed and supported numerous operations. He retired as a Chief Warrant Officer 4 in 2010. Since then, he has served as a professional trainer and speaker.

Shakeenab received his bachelor's degree in public management in 2004 and his master's degree in strategic leadership with honors in 2014, both from APSU. He is a Class of 2017 graduate of Leadership Clarksville. He became a Certified Life & Business Coach® through the American Academy of Project Management in 2013. He has completed many military schools, and has received numerous awards and decorations, both military and civilian.

Shakeenab was the president of the Board of Directors for LEAP ORG in Clarksville, Tennessee, from December 2012 to March 2016. While he was in that position, he focused on board management, increasing revenue and advancing the organization.

Shakeenab has served as president of the APSU Military Alumni Chapter since July 2014. In that time, he has passionately guided an effort to fully endow four scholarships. He has served as the vice president, president-elect and currently serves as president of the APSU National Alumni Association (NAA). In this role, he continues to promote the mission of the NAA and the APSU Alumni Relations Office. Additionally, he supports various programs of the APSU Wilbur N. Daniel African American Cultural Center (WDAACC).

Shakeenab is a lifetime member of the Special Forces Association, the 555th Paratrooper Association and the Army Ranger Association. He is an associate member of the Thomas A. Simms, Jr. Lodge #170, the Robert B. Kendall, Jr. Consistory #81, the United Supreme Council of the Southern Jurisdiction 33*, the Military Officers Association of America and the APSU Tower Club.

Shakeenab has a son, Jamal, and a daughter, Imani. He refers to his children as his heroes, and they stir his appetite for achievement. He is committed to service, and for him, today is another opportunity to serve.



GOVS WHO LEAD THROUGH SERVICE AWARD

CANDLELIGHT BALL CO-CHAIRS AND COMMITTEES

2021 Candlelight Ball Committee Co-Chairs Kathryn Minniehan and Kayla Morgan

In both 2020 and 2021, the APSU Candlelight Ball co-chairs, Kathryn Minniehan and Kayla Morgan, have persevered through the effects of the COVID-19 pandemic to host a successful virtual event in place of the traditional, in-person ball. Minniehan and Morgan have worked tirelessly through more challenges than any co-chairs have faced in the 37-year history of the Candlelight Ball.

In 2019 and into 2020, Minniehan assisted then co-chair Andrea Herrera. Along with Morgan and the rest of the Candlelight Ball Committee, they organized the most successful Candlelight Ball to date. This group helped raise more funds and obtain the largest attending crowd - 650 guests - for any Candlelight Ball.

The following year, Minniehan and Morgan took over as co-chairs. They, along with the entire committee worked for eight months to organize the 2020 event, with an anticipated crowd of almost 700 guests! However, two days before the event was scheduled to take place, they were forced to cancel due to the pandemic.

When Minniehan and Morgan tried to host the Candlelight Ball in 2021, they had to change course yet again. The COVID-19 event protocols of the venue, the Omni Nashville Hotel in Nashville, Tennessee, did not permit the organization of their planned 700-person event. For this reason, they created a unique virtual event intended to keep alumni and friends connected while still contributing to student scholarships. After many months of planning, recording and editing the virtual celebration video, the event was launched on May 8, 2021. Guests who attended the ball in the past received emails instructing them on how to host a "Candlelight Ball at Home" party and to share their photos on social media. The public was also invited to watch the celebration video on the APSU Alumni social media accounts.

The co-chairs still managed to bring in a considerable number of underwriters and items for the online auction, which also launched on May 8 and remained open through May 15, 2021. Their efforts to make the virtual event a success truly reflect what it means to be APSU Governors.

The 2021 Govs Who Lead Through Service Award goes to Kathryn Minniehan and Kayla Morgan for their outstanding achievement as well as the individuals who have served on all of the Candlelight Ball Committees in the previous years of Austin Peay's premier community event. Each year, they continue to raise funding for well-deserving APSU students through the Candlelight Ball Scholarship Endowment.



BOARD OF TRUSTEES



Austin Peay State University Contracts Total Value over \$50,000 Approved from February 1, 2021 through May 1, 2021

<u>Contractor</u>	<u>Description of Contract</u>	<u>Department</u>	<u>Yearly Amount</u>	<u>Start Date</u>	<u>End Date</u>	<u>Competitive</u>	<u>Note</u>
InnoSoft Canada Inc.	Recreation Software	Foy Fitness Center	\$21,748.00	2/1/2021	1/31/2022	Yes	1st year \$21,748 with a 3% increase each year up to a 5 year term.
Rotor Leasing LLC	Lease of helicopter	Aviation Science Program	\$90,420.00	2/23/2021	2/22/2022	Yes	Renewable yearly up to 3 years - 1st year \$90,420, 2nd year \$100,440, and 3rd year \$102,240
City of Clarksville - Clarksville Department of Electricity (CDE)	Provision of primary and secondary egress for fiber route	Information Technology's Infrastructure Services	\$120,000.00	3/5/2021	3/4/2024	Yes	1st and 2nd year \$120,000, years 3 - 5 increases by \$3,000. Option to renew for 2 more years up to 5 years total.
Paymerang LLC	Vendor Payment Services	Finance	(\$200,000.00)	3/15/2021	3/14/2026	Yes	Yearly amount is total anticipated revenue to be received.
Dickson Graphics	Athletic Signage	Athletics	\$60,000.00	4/30/2021	4/29/2022	Yes	Renewable up to a total term of 5 years
Grayson Inc. dba FastSigns	Athletic Signage	Athletics	\$60,000.00	4/30/2021	4/29/2022	Yes	Renewable up to a total term of 5 years



Davis Printing dba Gerald Printing	Athletic Signage	Athletics	\$60,000.00	4/30/2021	4/29/2022	Yes	Renewable up to a total term of 5 years
Aegis Sciences Corporation	Rapid Covid Testing for Athletics	Athletics	\$50,000.00	4/7/2021	4/6/2022	Yes	Renewable up to a total term of 5 years
Associated Pathologists LLC	Rapid Covid Testing for Athletics	Athletics	\$50,000.00	4/13/2021	4/12/2021	Yes	Renewable up to a total term of 5 years
City of Clarksville - Clarksville Department of Electricity Lightband (CDE)	Provision of primary and secondary egress	Office of Information Technology's Infrastructure Services	\$124,000.00	3/5/2021	3/4/2024	Yes	Renewable up to a total term of 5 years
Clarksville Montgomery County School System	CMCSS teachers instruct various APSU for credit courses through dual enrollment.	Dual Enrollment	\$53,747.05	1/19/2021	5/7/2021	No	PO was issued after 2/1/2021 and not recorded on last report.
Economic Modeling, LLC	Access to Analyst, Career Coach, and Skillabi for labor market analytics and data to help connect and engage students with programs and careers.	Title III Coaching and Student Success Initiative	\$60,000.00	3/8/2021	3/7/2025	No	No renewal options
EAB Global	Master Agreement for Subscription Services - Business Affairs, Facilities, and IT forums, Custom Application Marketing, and Virtual Tour Program.	Finance and Administration, Physical Plant, Information Technology, and Admissions.	see notes	3/1/2021	6/30/2026	No	<p>Services varies per order form - total forms per year - 1st year 28,425 with a 5% increase each year</p> <p>Admission's Custom Application \$65,000 - currently a one time purchase.</p> <p>Virtual Tour - 1st year \$24,960 with a 5% increase each year. This is contracted for 3 years.</p>



Austin Peay State University
February 1 2021 through May 1 2021

Summary of State Building Commissions Actions

<u>Date</u>	<u>SBC/Transaction Number</u>	<u>Project</u>	<u>Value</u>	<u>SBC Action</u>
2/11/2021	373/003-04-2020	Dunn Center HVAC & Electrical Modernization	\$3,295,000.00	Approval to award a contract to the best evaluated proposer for a Construction Manager/General Contractor
2/11/2021	Transaction No. 20-12-013	Acquisition of – .659 +/- acres – Beech Drive	Fair Market Value	Approved an acquisition in fee, with waiver of advertisement and one appraisal
3/11/2021		Department name change		SBC Policy Item 2.01 T: Deletion of “and Austin Peay State University, Office of University Design and Construction (“APSU”);” and replacement with “and Austin Peay State University, Capital Planning, Design & Construction (“APSU”)”
3/11/2021	373/000-01-2018	Professional service consultants for Architecture, MEP Engineering, Structural Engineering, Civil Engineering, Geotechnical and Interior Design. Funding will be allocated from appropriate sources for specific services.	\$500,000.00	Approved amendments to consultant contracts (extending terms and reallocating funding)
4/8/2021	373/003-05-2019	Boiler Installation Phase 1	\$2,420,000.00	Approval to cancel the project (project not completed due to lack of funds)

Summary of Executive Sub-Committee Actions

<u>Date</u>	<u>SBC/Transaction Number</u>	<u>Project</u>	<u>Value</u>	<u>SBC Action</u>
2/22/2021	373/003-05-2020	Memorial Health – Electrical Closet Relocation	\$240,000.00	Approved a revision in project budget and funding in order to award a contract (increase budget \$20,000)

**CURRENT
ROLES**

Retired Major General, U.S. Army; Non-profit board member

SUMMARY

Experienced strategic-level leader, skilled at building strong internal teams and collaborative external relationships, setting organizational priorities, establishing diverse partnerships, and mentoring junior leaders and employees. Known for ability to cultivate excellence in individuals and motivate team members to achieve their potential while working to accomplish common goals.

- Change Leader
- Visionary Planner
- Exceptional Mentor and Coach
- Complex Problem Solver
- Proven Team Builder
- Effective Communicator

ACCOMPLISHMENTS

Change Leader

Transformed an organization of 400+ members spread across 5 locations; completely refocused organizational mission and members' skill sets. Successfully recruited and retained highly qualified personnel, despite significant organizational turbulence. Infused healthy organizational culture and cohesion among previously disparate sub-units.

**Visionary
Planner**

Led planning effort for and facilitated deployment of 2,500+ members in support of Hurricane Katrina relief while simultaneously planning and executing deployment to Egypt for a major multinational exercise with 700+ unit members.

**Exceptional
Mentor &
Coach**

Mentored staff and students at Afghanistan's highest-level institution of military education. Initiated significant improvements in mentoring approach and curriculum development, stressing local ownership of processes.

**Complex
Problem Solver**

Reinvigorated international efforts in addressing stalled political-military progress in Bosnia and Herzegovina. Facilitated a forum among senior military and diplomatic officials to integrate bilateral cooperative activities. Created a sense of shared responsibility between national representatives and a process for collaboration that spurred progress on critical defense and civil tasks.

**Proven Team
Builder**

Created an infectious spirit of teamwork across a large and diverse staff while serving as Chief of Staff to the Adjutant General of Pennsylvania who serves concurrently as Commander of the state's National Guard and as a member of the Governor's cabinet. Orchestrated highly effective operations of the state's Department of Military and Veterans Affairs.

**Effective
Communicator**

Crafted written directives and policy guidance for officials at the highest levels of state government and the Department of Defense. Invited to speak on a wide variety of topics at hundreds of ceremonies and public events. Interviewed continually by a wide array of international print and broadcast media outlets while serving for a full year in Bosnia and Herzegovina.

PREVIOUS WORK HISTORY**Vice President, Government Division**

2019-2020

FileBank, Inc., Oakland, NJ (working remotely from Clarksville)

Established the company's first government division, focusing on outreach to state and federal customers with special emphasis on Department of Defense and Veterans Affairs clients. Initiated improvements to contract bidding process that led to substantial improvements in quality and timeliness. Established and cultivated relationships with government organizations, enhancing the company's network and potential client base. Took personal ownership of the company's social media marketing efforts with a significant increase in public awareness of the brand and offerings.

President

2018-2019

Valley Forge Military Academy and College, Wayne, PA

Chief Executive at a military boarding school consisting of a middle school, a college preparatory high school, and a two-year college with a combined population of more than 500 cadets. Significantly enhanced outreach to customers (parents) and constituent base of alumni and donors. Increased annual fundraising by 35%. Raised enrollment by 22%, significantly increasing annual revenue. Created a social media campaign that raised awareness to unprecedented levels. Leveraged existing professional network and cultivated new relationships to support the school's mission, bolster its financial position, and improve cadet quality of life.

Military Executive Director, Reserve Forces Policy Board

2014-2018

Office of the Secretary of Defense, Washington, DC

Facilitated operations and supervised support staff of an advisory board reporting directly to the Secretary of Defense. Guided the publication of dozens of impactful reports and recommendations for the Secretary and other key defense leaders. Partnered successfully with senior executives of the military services within the Department of Defense to champion policy changes for the military reserve components. Developed and mentored a very strong team of policy advisors to support the Board Chairman and members.

Special Assistant to the Vice Chief

2013-2014

National Guard Bureau, Washington, DC

Orchestrated National Guard Bureau's contributions to the Secretary of Defense's 2014 Quadrennial Defense Review, a critical national security document. Collaborated with senior leaders from the Office of the Secretary of Defense, Joint Staff, and military services to achieve Department of Defense objectives in crafting the review. Represented Chief, National Guard Bureau in analysis of defense planning scenarios that explored emerging defense strategy.

Previous work experience includes: Commander and Senior NATO Military Representative at NATO Headquarters, Sarajevo, Bosnia & Herzegovina. Deputy Commander of a Division consisting of 14,000+ members spread across 100+ communities in 7 states. Chief of Staff of a combined federal military organization and state cabinet agency responsible for command of 19,000+ uniformed members and support programs for 1.1 million Veterans. Chief of Operations, Plans, and Training for a Division of 14,000+ members spread across 100+ communities in 7 states. Multiple assignments in Germany, Belgium, Bosnia and Herzegovina, Afghanistan, and Washington with responsibilities for outreach and partnership programs with allied and international partner armed forces.

EDUCATION

Master of Strategic Studies, United States Army War College
Master of Arts in National Security *and* Strategic Studies, United States Naval War College
Bachelor of Arts in Criminal Justice, LaSalle University
Associate of Arts in Criminal Justice, Valley Forge Military College

PROFESSIONAL DEVELOPMENT

Senior Executive Seminar at the George C. Marshall European Center for Security Studies
General/Flag Officers and Ambassadors Course at the NATO Defense College
National Security Fellowship at the Maxwell School of Citizenship and Public Affairs at Syracuse University
National Defense University CAPSTONE Course for General and Flag Officers
Leadership Clarksville

COMMUNITY ACTIVITIES

Member, Clarksville Chamber of Commerce Military Affairs Committee
Member, Montgomery County Veterans Coalition
Member, Development Committee, Operation Stand Down Tennessee (OSDTN) - Clarksville
Member, Board of Directors, Warrior Rising (national Veteran entrepreneurship non-profit)
Member, Board of Directors, OneMoreDay (national Veteran suicide awareness/prevention non-profit)
Member, Board of Directors & First Vice President, Association of the United States Army, Fort Campbell Chapter
Member, Board of Directors, Woodward Library Society, Austin Peay State University
Volunteer, Fort Campbell USO
Mentor, Tennessee Achieves
Mentor, OSDTN Veteran Mentor Program

PROFESSIONAL MEMBERSHIPS AND AFFILIATIONS

Veterans of Foreign Wars
American Legion
American Veterans (AMVETS)
Military Officers Association of America
Association of the United States Army
National Guard Association of the United States

Biography
Major General Walter T. Lord
U.S. Army (Retired)



Major General (Retired) Walt Lord retired in July of 2018, culminating a 36-year Army career. In his final assignment, he served as the Military Executive Director to the Reserve Forces Policy Board (RFPB) in the Office of the Secretary of Defense at the Pentagon in Washington, DC. The RFPB provides advice directly to the Secretary on policy issues that impact all seven of our nation's Reserve Components.

General Lord was born and raised in Philadelphia, Pennsylvania and educated at Saint John Neumann High School, Valley Forge Military College, and LaSalle University. He enlisted in 1982 at the age of 17. He was commissioned into the Pennsylvania Army National Guard at Valley Forge in 1984 and entered active duty through the Active Guard and Reserve (AGR) program in 1990.

An Armored Cavalryman, he has led at platoon, company, squadron, and coalition headquarters levels, culminating in command of NATO Headquarters Sarajevo in Bosnia and Herzegovina from June 2012 through June 2013. He has held critical army and joint staff positions at every level from unit to coalition in the Continental United States, Germany, Belgium, Bosnia and Herzegovina, and Afghanistan.

General Lord has attended the Senior Executive Seminar at the George C. Marshall European Center for Security Studies and the General/Flag Officers and Ambassadors Course at the NATO Defense College. He is a National Security Fellow of the Maxwell School of Citizenship and Public Affairs at Syracuse University. General Lord holds a Master's Degree in National Security and Strategic Studies from the Naval War College and a Master's Degree in Strategic Studies from the Army War College.

He is married to the former Grace Power of Philadelphia, Pennsylvania. Grace is a graduate of Temple University with a degree in Marketing & Management. The Lords have two sons and one grandson, and they have chosen Clarksville, Tennessee as their "forever" home. Their son Ryan is an Army Veteran and Andrew ("Drew") is an Army Captain and graduate of the University of Tennessee.

General Lord is honored to serve on the boards of several non-profit organizations that support his community, the Army, and our Veterans and he and Grace enjoy volunteering at the Fort Campbell USO.