



December Board Meeting
Austin Peay State University
317 College Street
Clarksville, TN 37040
December 4, 2020
9:00 AM

Call to Order

Roll Call/Declaration of a Quorum

Adoption of Agenda

Approval of Minutes

Campus Spotlight

Action Items

A.Academic Affairs Committee Report and Recommendations

i.Adoption of Minutes

ii.Approval of Master of Science in Criminal Justice with optional concentration in Homeland Security

B.Students Affairs Committee Report and Recommendations

i.Adoption of Minutes

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 the October Revised Budget for Fiscal Year 2020-2021

- E.Executive Committee Report and Recommendations

- i.Adoption of Minutes

- ii.Review the Presidential Base Compensation, Performance Evaluation and Incentive Plan for Fiscal Year 2020-2021

- F.Other Business

- i.Naming Request for the Shawn Kelley "K Club"

Information Items

- A.External Affairs Division Update

- B.President's Report

- C.President's Interim Items

- i.Review of Contracts and Agreements

- ii.Review of State Building Commission Actions

- iii.Corrective Action Plan for the APSU Board of Trustees Sunset Performance Audit

Adjourn



Special Called Board Meeting		
10.20.2020	10:00 a.m.	Iris Room Clarksville, TN 37040
Meeting Type	Special Called Board Meeting	
Note Taker	Beth Chancellor	
Attendees		Present (Y/N)
	Mr. Billy Atkins	N
	Ms. Katherine Cannata	Y (Electronic)
	Ms. Abbey Hogan	Y (Electronic)
	Mr. Don Jenkins	Y (Electronic)
	Dr. Gary Luck	Y (Electronic)
	Dr. Valencia May	N
	Ms. Keri McInnis	Y (Electronic)
	Brig. Gen. Robin Mealer	N
	Mr. Mike O'Malley	Y (Electronic)
	Dr. Mickey Wadia	Y (Electronic)
	Ms. Dannelle Whiteside, Interim President	Y (Electronic)
	Ms. Corey Harkey, Interim General Counsel	Y (Electronic)
Dr. McCartney Johnson, Interim Secretary to the Board	Y	
Call to Order		
Discussion		
Trustee O'Malley called the meeting to order at 10:06 a.m.		
Roll Call/Declaration of a Quorum		
Discussion		

Trustee Cannata, Trustee Hogan, Trustee Jenkins, Trustee Luck, Trustee McInnis, Trustee O'Malley, and Trustee Wadia 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. All trustees stated that they could hear clearly and that they were alone.

Trustee O'Malley stated there was a quorum.

Adjourn Public Portion of the Meeting

Discussion

The purpose of the special called meeting was to go into a confidential, nonpublic session to discuss an audit in accordance with Tennessee Code 4-35-108.

Conclusions

Trustee O'Malley moved to adjourn the public portion of the meeting. Trustee Jenkins seconded the motion. A voice vote was taken and carried unanimously with 7 trustees voting yes. The meeting adjourned at 10:07 a.m.

Executive Session

Discussion

Trustee O'Malley called the confidential, nonpublic executive session to order at 10:08 a.m. Trustee O'Malley reminded the trustees that the information discussed during this session as well as the draft documents provided to them are confidential as they are part of an on-going audit. Trustee O'Malley recognized Blayne Clements to provide an overview of the audit and discuss the findings.

Conclusions

Trustee O'Malley moved to approve the Board's comments as written. The motion was seconded by Trustee Luck. A voice vote was taken and carried unanimously with 7 trustees voting yes.

Adjourn

Conclusions

Trustee O'Malley stated the next Board of Trustees meeting will be held December 3 and 4, 2020. Trustee O'Malley moved to adjourn the meeting. The motion was seconded by Trustee Cannata. A voice vote was taken and carried unanimously with 7 trustees voting yes. The meeting adjourned at 10:27 a.m.



Board Meeting			
9.18.2020		9:00 a.m.	Browning Conference Room, Clarksville, TN 37040
Meeting Type		Board Meeting	
Note Taker		Joanne Shepard	
Attendees			Present (Y/N)
		Mr. Billy Atkins	Y
		Ms. Katherine Cannata	Y (Electronic)
		Ms. Abbey Hogan	Y (Electronic)
		Mr. Don Jenkins	Y (Electronic)
		Dr. Gary Luck	Y (Electronic)
		Dr. Valencia May	Y (Electronic)
		Ms. Keri McInnis	Y (Electronic)
		Brig. Gen. Robin Mealer	N
		Mr. Mike O'Malley	Y (Electronic)
		Dr. Mickey Wadia	Y (Electronic)
		Ms. Dannelle Whiteside, Interim President	Y (Electronic)
		Ms. Corey Harkey, Interim General Counsel	Y (Electronic)
	Dr. McCartney Johnson, Interim 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																	
<p>Trustee Atkins was physically present. Trustee Cannata, Trustee Hogan, Trustee Jenkins, Trustee Luck, Trustee May, Trustee McInnis, Trustee O'Malley, and Trustee Wadia 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. All trustees stated that they could hear clearly. Trustee Atkins stated he was in the room with Dr. Johnson. Trustee Jenkins stated he was in the car with Sandy Jenkins. Trustee Cannata, Trustee Hogan, Trustee Luck, Trustee May, Trustee McInnis, Trustee O'Malley and Trustee Wadia stated they were alone.</p> <p>Trustee O'Malley stated there was a quorum.</p>																	
Adoption of Agenda																	
Discussion																	
<p>Trustee O'Malley thanked Mr. Larry Carroll for his service as one of the inaugural Board members. Mr. Carroll rolled off after the Summer Board meeting. He welcomed Trustee McInnis who was recently appointed to the Board of Trustees and sent condolences to Trustee Mealer and her family on the loss of her husband.</p> <p>Trustee O'Malley informed the Board that there were items for consideration on the consent agenda and asked if the Trustees wished any to be extracted. They did not.</p>																	
Conclusions																	
<p>Trustee O'Malley moved for the adoption of the agenda, including the consent agenda items. The motion was seconded by Trustee May. A roll call vote was taken and carried unanimously with 8 trustees voting yes.</p> <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>Mike O'Malley:</td><td>Yes</td></tr> <tr><td>Mickey Wadia</td><td>Yes</td></tr> </table> <p>Yes: 8, No: 0</p>		Billy Atkins:	Yes	Katherine Cannata:	Yes	Don Jenkins:	Yes	Gary Luck:	Yes	Valencia May:	Yes	Keri McInnis:	Yes	Mike O'Malley:	Yes	Mickey Wadia	Yes
Billy Atkins:	Yes																
Katherine Cannata:	Yes																
Don Jenkins:	Yes																
Gary Luck:	Yes																
Valencia May:	Yes																
Keri McInnis:	Yes																
Mike O'Malley:	Yes																
Mickey Wadia	Yes																
Approval of Minutes																	
Discussion																	

Trustee O'Malley stated that the minutes for the June 5, 2020 Board meeting and the special called meetings on July 6, 2020 and August 21, 2020 were circulated before the meeting. He asked if there were any corrections or additions to the minutes. There were none.

Conclusions

Trustee Jenkins made a motion to approve the minutes for the June 5, 2020 Board meeting and the special called meetings on July 6, 2020 and August 21, 2020 Board minutes. The motion was seconded by Trustee Luck. A roll call vote was taken and carried unanimously with 8 trustees voting yes.

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

Yes: 8, No: 0

Campus Spotlight

Discussion

Trustee O'Malley congratulated Interim President Whiteside on her new role. President Whiteside introduced Mr. Charlie Weigandt, program director and chief helicopter pilot for the Aviation Science Rotor-Wing program. She thanked Dr. Karen Meisch, dean of the College of Science, Technology, Engineering and Mathematics, and Dr. Kristine Nakutis, executive director for the APSU Center at Fort Campbell, for their roles in the operational side of the program.

Mr. Weigandt gave an overview of the program, which began Fall 2018 and stated that APSU has the only rotor-wing program linked to a four-year degree in the state. The students receive training in five certificate areas: private pilot, commercial pilot, instruments rating, certified flight instructor, and certified flight instructor instrument. Students are able to use VA funding and federal financial aid to help with the program cost. Three helicopters make up the APSU fleet; two Guimbal Cabri G2 and one Robinson R44. The program also incorporates the Robinson R44 Advanced Aviation Training Device to familiarize students to procedures prior to actual instrument training in the aircrafts. The APSU helicopters can be used as a part of the emergency response plan serving the Clarksville community. There are currently 14 students enrolled in the AVI 1000 class and 10 students enrolled in the Private Pilot Lab II. Mr. Weigandt proudly stated that the first APSU student to fly solo was

Ryan Erb, who spoke about his great experiences in the program by video. Mr. Weigandt invited the Trustees to visit the program at the airport.

A general discussion followed regarding the cost of the helicopters, types of jobs available to the graduates, percentage of military-affiliated students in the program, and student flight hours in the program.

Academic Affairs Committee Report and Recommendations

Discussion

Trustee May reported on the actions of the Academic Affairs Committee at the September 17 meeting. The committee reviewed the following action items, which were approved on the consent agenda: Policy 1:025 Policy on Academic Tenure and Policy 2:038 Undergraduate and Graduate Admissions. The committee reviewed the following information items: teaching and learning during COVID-19; degree and certificate awards by type and academic year; program productivity report; and the preliminary fall enrollment report.

Conclusions

Trustee May moved that the Board approve the minutes of the September 17 Academic Affairs Committee. The motion was seconded by Trustee Wadia. A roll call vote was taken and carried unanimously with 8 trustees voting yes.

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

Yes: 8, No: 0

Student Affairs Committee Report and Recommendations

Discussion

Trustee Wadia reported on the actions of the Student Affairs Committee at the September 17 meeting. The committee reviewed and approved the following action item: Title IX Compliance Emergency Rule. The committee reviewed the following information items: COVID-19 procedures and Code of Conduct revision.

Conclusions

Trustee Wadia moved that the Board approve the minutes of the September 17 Student Affairs Committee. The motion was seconded by Trustee May. A roll call vote was taken and carried unanimously with 8 trustees voting yes.

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

Yes: 8, No: 0

Consideration of the Title IX Compliance Emergency Rule

Discussion

Trustee Wadia stated that the new Title IX Compliance Emergency Rule was circulated prior to the meeting.

Conclusions

Trustee Wadia moved to approve the new Title IX Compliance Emergency Rule, including authorizing the President and her designees to make any technical corrections to these rules, including changes required by the Attorney General's Office or Government Operations Committee after review. A roll call vote was taken and carried unanimously with 8 trustees voting yes.

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

Yes: 8, No: 0

Audit Committee Report and Recommendations

Discussion

Trustee Cannata reported on the actions of the Audit Committee at the September 17 meeting. The committee reviewed and approved the following action items: internal audit salaries and budget for fiscal year 2021 and the Internal Audit Plan for fiscal

year 2021. The committee listened to presentations regarding the following information items: the office of Internal Audit's year-end report for fiscal year 2020; internal audit reports released between May 12, 2020 and August 24, 2020, with a list of outstanding audit recommendations; external audit reports released between May 12, 2020 and August 24, 2020; and internal audit governance-independence and objectivity.

Conclusions

Trustee Cannata moved that the Board approve the minutes for the September 17 Audit Committee. The motion was seconded by Trustee McInnis. A roll call vote was taken and carried unanimously with 8 trustees voting yes.

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

Yes: 8, No: 0

Business and Finance Committee Report and Recommendations

Discussion

Trustee Atkins reported on the actions of the Business and Finance Committee at the September 17 meeting. The committee reviewed the following information items: 2020-2021 budget update; Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding; and chiller rebuild project disclosure.

Conclusions

Trustee Atkins moved that the Board approve the minutes for the September 17 Business and Finance Committee. The motion was seconded by Trustee May. A roll call vote was taken and carried unanimously with 8 trustees voting yes.

Billy Atkins:	Yes
Katherine Cannata:	Yes
Don Jenkins:	Yes
Gary Luck:	Yes
Valencia May:	Yes
Keri McInnis:	Yes
Mike O'Malley:	Yes

Mickey Wadia	Yes																
Yes: 8, No: 0																	
Executive Committee Report and Recommendations																	
Discussion																	
<p>Trustee O'Malley reported on the actions of the Executive Committee at the September 17 meeting. The committee reviewed and approved the following action items, which were included in the consent agenda: Policy 1:001 Conflict of Interest and Policy 1:002 Code of Ethics for Members of the APSU Board of Trustees. Other action items reviewed and approved were: revision of the Board of Trustees Bylaws and the Board evaluation process.</p>																	
Conclusions																	
<p>Trustee O'Malley moved that the Board approve the minutes for the September 17 Executive Committee. The motion was seconded by Trustee May. A roll call vote was taken and carried unanimously with 8 trustees voting yes.</p> <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>Mike O'Malley:</td><td>Yes</td></tr> <tr><td>Mickey Wadia</td><td>Yes</td></tr> </table> <p>Yes: 8, No: 0</p>		Billy Atkins:	Yes	Katherine Cannata:	Yes	Don Jenkins:	Yes	Gary Luck:	Yes	Valencia May:	Yes	Keri McInnis:	Yes	Mike O'Malley:	Yes	Mickey Wadia	Yes
Billy Atkins:	Yes																
Katherine Cannata:	Yes																
Don Jenkins:	Yes																
Gary Luck:	Yes																
Valencia May:	Yes																
Keri McInnis:	Yes																
Mike O'Malley:	Yes																
Mickey Wadia	Yes																
Consideration of the Revised Board of Trustees Bylaws																	
Discussion																	
<p>Trustee O'Malley stated that the revised Board of Trustees bylaws were circulated before the meeting.</p>																	
Conclusions																	
<p>Trustee O'Malley moved to approve the revisions to the Board of Trustees bylaws. A roll call vote was taken and carried unanimously with 8 trustees voting yes.</p> <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> </table>		Billy Atkins:	Yes	Katherine Cannata:	Yes	Don Jenkins:	Yes	Gary Luck:	Yes								
Billy Atkins:	Yes																
Katherine Cannata:	Yes																
Don Jenkins:	Yes																
Gary Luck:	Yes																

Valencia May:	Yes
Keri McInnis:	Yes
Mike O'Malley:	Yes
Mickey Wadia	Yes

Yes: 8, No: 0

Consideration of the Board Evaluation Process

Discussion

Trustee O'Malley stated that the Board evaluation process was circulated before the meeting.

Conclusions

Trustee O'Malley moved to approve the Board evaluation process. A roll call vote was taken and carried unanimously with 8 trustees voting yes.

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

Yes: 8, No: 0

Naming Request for the Jenkins Family Fieldhouse

Discussion

Trustee O'Malley recognized Lieutenant General Ron Bailey, vice president for external affairs, who provided information on the naming request for the Jenkins Family Fieldhouse. The Jenkins Family Fieldhouse will allow every sport the flexibility to practice and train under a varied condition and can also be used when inclement weather precludes outdoor practice. This is also a very strong recruiting tool for the APSU athletics program.

Conclusions

Trustee Atkins moved to approve the naming request for the Jenkins Family Fieldhouse. Trustee Cannata seconded the motion. A roll call vote was taken and carried with 7 trustees voting yes and 1 recusal.

Billy Atkins:	Yes
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Katherine Cannata:	Yes
Don Jenkins:	Recused
Gary Luck:	Yes
Valencia May:	Yes
Keri McInnis:	Yes
Mike O'Malley:	Yes
Mickey Wadia	Yes

Yes: 7, No: 0, 1 Recusal

Adoption of the 2021 Calendar for the Board of Trustees Meetings

Discussion

Trustee O'Malley stated that the FOCUS Act requires the Board to have four regularly scheduled meetings per year. The following are the proposed meeting dates for 2021: March 18 and 19; June 3 and 4; September 16 and 17; and December 2 and 3.

Conclusions

Trustee O'Malley moved to approve the proposed meeting calendar for 2021. Trustee Luck seconded the motion. A roll call vote was taken and carried unanimously with 8 trustees voting yes.

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

Yes: 8, No: 0

Consideration of the Statement of Qualifications for the President

Discussion

Trustee O'Malley stated that a copy of the statement of qualifications for the president was circulated before the meeting. Storbeck Search and Associates met with various constituent groups to build the prospectus. The document has been reviewed by the presidential search committee and will be used by the search firm to recruit candidates.

Conclusions

Trustee O'Malley moved to approve the statement of qualifications for the president. Trustee May seconded the motion. A roll call vote was taken and carried unanimously with 8 trustees voting yes.

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

Yes: 8, No: 0

Academic Affairs Update

Discussion

Trustee O'Malley recognized Dr. Maria Cronley, provost and senior vice president for academic affairs, to provide an update on the Academic Affairs division. She stated that the division actively supports the university's mission, vision, and strategic plan by promoting excellent educational experiences through the quality of the academic programs, the distinction of the faculty and the innovation of the academic support services. She discussed the make-up of the academic administration and employee data, which revealed the dedication of APSU employees, as 100 Academic Affairs employees have worked at the university for 20 years or more, with two being honored this year for 50 years of service.

Dr. Cronley discussed the student retention rate, 6-year graduation rate and student to faculty ratio. She stated that the University experienced its highest number of degrees and certificates ever awarded (3,200) during the 2019-2020 academic year. She spoke of the many areas that make up the Academic Affairs division and the initiatives and retention efforts for student success. She highlighted college and faculty achievements and discussed two new programs implemented this fall: BS in Kinesiology and PsyD in Counseling Psychology. She stated that grants and external fund raising is at an all-time high and talked about the priorities, ongoing initiatives and future planning for the Academic Affairs division.

A general discussion followed regarding the dual enrollment program, the work in the College of Business towards accreditation, the positive impacts of the President's Emerging Leaders Program and the Tennessee Promise on students.

President's Report

Discussion

Trustee O'Malley recognized President Whiteside to give her report to the Board.

President Whiteside welcomed Trustee McInnis to the Board and thanked Mr. Larry Carroll for his service to the Board. She expressed her gratitude to the Board for selecting her as the interim president and appreciated their support. She stated that the University is operating at the moderate risk level and gave huge kudos to students for following the COVID-19 guidelines. She gave an update on the many changes made due to COVID-19, such as the virtual freshmen orientation, wearing masks in common areas and outside when within six feet of each other, changes in residence hall move-ins to keep students safe and a real time dashboard on the positive coronavirus cases on campus. She thanked the GIS Center for their work on the face shields and for creating the dashboard. She expressed her gratitude to the individuals in Student Affairs and Human Resources for following up on all the cases that have been reported through the self-reported forms. She informed the Board that APSU has the lowest number of positive COVID-19 cases in the state among the public higher education institutions.

President Whiteside stated that she is live on Facebook and Instagram every Wednesday to give a campus update and has begun "Pop-Ins with the Prez" through Zoom every three weeks. These 15-minute meetings allow faculty, staff and students a time to share their thoughts, concerns and ideas for the future.

President Whiteside stated that although homecoming has been postponed until the spring, several events are happening this fall, such as the virtual 5K run, the annual golf tournament, the announcement of the outstanding alumni awards and the virtual military alumni chapter scholarship event. She proudly talked about the student athletes who earned the OVC Academic Medal of Honor and commended them for their achievements. She spoke about the decline in enrollment and budget constraints the University is currently facing and has already begun implementing some of the ideas from the Financial Planning Task Force report. She praised the faculty and staff for their accomplishments and sensitivity during these unprecedented times and discussed the creative ways faculty and staff kept students engaged during the pandemic. She thanked all the volunteers who assisted with the six commencement ceremonies held over two days in August. She praised SGA President Kito Aruh and his team for organizing a successful event called "The Unity Step," a solidarity walk on campus to show unity in navigating social unrest affecting the country. She spoke about a new campus-wide initiative, "A Place at Our Table," where small, diverse groups will have conversations around racial and social issues. She gave an update on the progress of the Montgomery County Multi-Purpose Event Center and the upcoming comprehensive campaign.

A general discussion followed complimenting President Whiteside on the report and the great job she is doing at APSU.

President Whiteside stated there were interim items provided to the Board including:

a report on the contracts and agreements and the State Building Commission actions, since the last board meeting.

Adjourn

Discussion

Trustee O'Malley thanked President Whiteside for her report. He stated the next Board of Trustees meeting will be held December 3 and 4, 2020.

Conclusions

Trustee O'Malley moved to adjourn the meeting. The motion was seconded by Trustee Cannata. A voice vote was taken and carried unanimously with 8 trustees voting yes. The meeting adjourned at 10:39 a.m.



Academic Affairs Committee				
12.3.2020		1:30 p.m.	Iris Room, Clarksville, TN 37040	
Meeting Type		Academic Affairs Committee Meeting		
Note Taker		Tammy Delvendahl		
Attendees			Present (Y/N)	
		Brig. Gen. Robin Mealer, Chair	Y (Electronic)	
		Ms. Abbey Hogan	Y (Electronic)	
		Gen. Gary Luck	Y (Electronic)	
		Dr. Valencia May	Y (Electronic)	
		Dr. Mickey Wadia	Y (Electronic)	
		Dr. Maria Cronley, ex officio	Y (Electronic)	
		Mr. Mike O'Malley, ex officio	Y (Electronic)	
		Ms. Dannelle Whiteside, Interim President	Y (Electronic)	
		Ms. Corey Harkey, Interim General Counsel	Y (Electronic)	
		Dr. McCartney Johnson, Interim Secretary to the Board	Y (Electronic)	
Call to Order				
Discussion				
Trustee Mealer called the meeting to order at 1:30 p.m.				
Roll Call/Declaration of a Quorum				
Discussion				
Trustee Mealer, Trustee May, Trustee Hogan, Trustee Luck, and Trustee Wadia				

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. All trustees stated they could hear clearly and stated they were alone.

Trustee Mealer stated there was a quorum.

Action Item A - Approval of Master of Science in Criminal Justice with optional concentration in Homeland Security

Discussion

Trustee Mealer recognized Provost Cronley to provide information regarding the proposed Master of Science in Criminal Justice with the optional concentration in Homeland Security. Provost Cronley noted that this program will be entirely on-line.

Conclusions

Trustee May moved to approve the proposed Master of Science in Criminal Justice with the optional concentration in Homeland Security. The motion was seconded by Trustee Luck. A roll call vote was taken and carried unanimously with 4 trustees voting yes.

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

Yes: 4, No: 0

Information Item A - Fall Census Enrollment

Discussion

Trustee Mealer recognized Provost Cronley to provide information regarding the fall census enrollment. APSU's official census enrollment is 10,272.

A general discussion followed regarding the decline in enrollment nation-wide due to the COVID-19 pandemic and deployment of APSU's military students. Provost Cronley reported multiple actions implemented to increase enrollment.

Conclusions

This was an information item and required no action.

Information Item B - Outcome of SACSCOC Fifth-Year Interim Report and QEP Impact Report

Discussion	
Trustee Mealer recognized Provost Cronley to provide information regarding the outcome of the SACSCOC Fifth-Year Interim Report and QEP Impact Report. The SACSCOC Board of Trustees reviewed APSU's Fifth-Year Interim Report and determined that APSU was in compliance with the selected standards and did not request a follow up report. The SACSCOC Board of Trustees also accepted APSU's QEP Impact Report.	
Conclusions	
This was an information item and required no action.	
Adjourn	
Discussion	
Trustee Mealer moved to adjourn the meeting. Trustee Luck seconded the motion. A voice vote was taken and carried unanimously with 4 trustees voting yes. The meeting adjourned at 2:09 p.m.	



Student Affairs Committee			
12.3.20		1:30 p.m.	Iris Room Clarksville, TN 37040
Meeting Type	Student Affairs Committee		
Note Taker	Lynne Halliburton		
Attendees			Present (Y/N)
		Mr. Don Jenkins, Chair	Y (Electronic)
		Ms. Abbey Hogan	Y (Electronic)
		Dr. Valencia May	Y (Electronic)
		Dr. Mickey Wadia	Y (Electronic)
		Dr. Eric Norman, ex-officio	Y (Electronic)
		Mr. Mike O'Malley, ex-officio	Y (Electronic)
		Ms. Dannelle Whiteside, Interim President	Y (Electronic)
		Ms. Corey Harkey, Interim General Counsel	Y (Electronic)
		Dr. McCartney Johnson, Interim Secretary to the Board	Y (Electronic)
Call to Order			
Discussion			
Trustee Jenkins called the meeting to order at 2:10 p.m.			
Roll Call/Declaration of a Quorum			
Discussion			
Trustee Jenkins, Trustee Hogan, Trustee May and Trustee Wadia 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. All trustees stated that they could hear clearly and stated that they were alone.			

Trustee Jenkins stated there was a quorum.

Information Item A - Military Family Resource Center

Discussion

Trustee Jenkins recognized Dr. Eric Norman, Vice President for Student Affairs, who provided an overview of the Military Family Resource Center. Dr. Norman stated that the Military Student Center will transition to the William E. and Sadako S. Newton Military Family Resource Center (MFRC) at the end of the fall semester 2020. With the new facility at 426 N. College St., the MFRC will expand its operations and scope.

Conclusions

This was an information item and required no action.

Information Item B - COVID-19 Procedures

Discussion

Trustee Jenkins recognized Dr. Norman who provided an overview of the standardized Student Affairs practices and systems that have been modified due to COVID-19. Dr. Norman stated that as a result of COVID-19, many of the traditional University and Student Affairs programs, services and experiences have been modified, postponed or canceled. As a result, campus life has been significantly changed, impacting student well-being. In addition, the social/political climate leading up to the election has been challenging for students in and outside of campus. Seeing this, the Division of Student Affairs has made a number of practical adjustments to address the well-being of the students.

President Whiteside gave accolades to the staff in the Dean of Students Office and Human Resources who are working seven days a week to process the COVID-19 student, staff and faculty cases. Chair O'Malley also gave accolades to the process that has been established.

Conclusions

This was an information item and required no action.

Adjourn

Discussion

Trustee Jenkins moved to adjourn the meeting. The motion was seconded by Trustee May. A voice vote was taken and carried unanimously with 3 trustees voting yes. The meeting adjourned at 2:23p.m.



Audit Committee			
12.3.20		1:30 p.m.	Iris Room, Clarksville, TN 37040
Meeting Type	Audit Committee Meeting		
Note Taker	Beth Chancellor		
Attendees			Present (Y/N)
	Ms. Katherine Cannata, Chair		Y (Electronic)
	Mr. Billy Atkins		Y
	General Gary Luck		Y (Electronic)
	Ms. Keri McInnis		Y (Electronic)
	Mr. Mike O'Malley, ex-officio		Y (Electronic)
	Ms. Dannelle Whiteside, Interim President		Y (Electronic)
	Dr. McCartney Johnson, Administrative Specialist and Interim Secretary to the Board		Y (Electronic)
Call to Order			
Discussion			
Trustee Cannata called the meeting to order at 3:42 p.m.			
Roll Call/Declaration of a Quorum			
Discussion			
Trustee Atkins was physically present. Trustee Cannata, Trustee Luck, and Trustee McInnis participated by teleconference. As she called the roll, Dr. McCartney Johnson asked those participating by teleconference if they could hear clearly and if they could identify any persons present in the room with them. All trustees stated they could hear clearly. Trustee Atkins was in the room with Hannah Allen. Trustee Cannata, Trustee Luck, and Trustee McInnis stated that they were alone.			

Trustee Cannata stated there was a quorum.

Information Item A - Internal Audit Reports released between August 25, 2020, and November 9, 2020

Discussion

Trustee Cannata recognized Blayne Clements for a report. Clements discussed three audits completed between August 25, 2020, and November 9, 2020. The Internal Controls Review - Campus Police was released on September 11, 2020, the Review of Allegation of Inappropriate Outside Employment of an Employee was released on September 25, 2020, and the Annual Review of the President's Office was released on October 2, 2020.

Clements also explained that the Office of Internal Audit performs a follow-up review 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 - Comptroller Office's Performance Audit (Sunset Audit)

Discussion

Trustee Cannata recognized Blayne Clements for a report. Clements discussed the state Comptroller's Office recently completed performance audit of the university; commonly referred to as a "sunset audit." Sunset audits are authorized by state law, which requires the Comptroller to conduct a limited review of state agencies (including the university) and report to the Joint Government Operations Committee of the General Assembly. Their audit is intended to aid the committee in determining whether the APSU Board of Trustees should be continued, restructured or terminated.

The scope of their review was July 1, 2016, to May 31, 2020, and included a review of internal controls and compliance with laws, regulations, policies, procedures and provisions of contracts or grant agreements in the following five areas:

- Board oversight and responsibilities
- Campus security and safety
- Mental health services
- Strategic plan and performance measures
- Higher Education Emergency Relief Fund Administration

The audit report was presented to the Joint Government Operations Committee of the General Assembly on November 17th.

The audit report contains two findings and six observations. The report also mentions topics for legislative considerations and a discussion of relevant emerging issues.

Conclusions	
This was an information item and required no action.	
Information Item C - Information Technology Security Update	
Discussion	
Trustee Cannata recognized David Sanchez, associate vice president and chief information officer, for an overview on Information Technology Security.	
Conclusions	
This was an information item and required no action.	
Adjourn Public Portion of the Meeting	
Discussion	
Trustee McInnis moved to adjourn the public portion of the Audit Committee meeting. The motion was seconded by Trustee Cannata. A voice vote was taken and carried unanimously with 4 trustees voting yes. The meeting adjourned at 4:14 p.m.	



Audit Committee - Executive Session

12.3.20

1:30 p.m.

Iris Room,
Clarksville, TN 37040

Meeting Type

Audit Committee Meeting - Executive Session

Note Taker

Beth Chancellor

Attendees		Present (Y/N)
	Ms. Katherine Cannata, Chair	Y (Electronic)
	Mr. Billy Atkins	Y
	General Gary Luck	Y (Electronic)
	Ms. Keri McInnis	Y (Electronic)
	Mr. Mike O'Malley, ex-officio	Y (Electronic)
	Ms. Dannelle Whiteside, Interim President	Y (Electronic)
	Dr. McCartney Johnson, Interim Secretary to the Board	Y (Electronic)
	Ms. Corey Harkey, Interim General Counsel	Y (Electronic)

Executive Session

Discussion

Trustee Cannata called the confidential, nonpublic executive session to order at 4:15 p.m. Trustee Cannata recognized Blayne Clements for a report and reminded the attendees that everything discussed is to be considered confidential and not shared outside the session.

Clements explained that due to the inherent sensitive nature of management's risk assessment, General Counsel has advised the risk assessment documents be deemed sensitive and only be discussed in executive session. Clements discussed the university's internal audit structure and efforts to monitor compliance pertinent to the areas assessed.

Clements discussed one open investigation.

Corey Harkey, Interim General Counsel, provided an update on litigations.

Adjourn

Discussion

Trustee Cannata moved to adjourn the meeting. The motion was seconded by Trustee Atkins. A voice vote was taken and carried unanimously with 4 trustees voting yes. The meeting adjourned at 4:52 p.m.



Business and Finance Committee			
12.3.20		1:30 p.m.	Iris Room, Clarksville, TN 37040
Meeting Type	Business and Finance Committee		
Secretary	Hannah Allen		
Attendees			Present (Y/N)
	Mr. Billy Atkins, Chair		Y
	Ms. Katherine Cannata		Y (Electronic)
	Mr. Don Jenkins		Y (Electronic)
	Ms. Keri McInnis		Y (Electronic)
	Mr. Mike O'Malley (ex-officio)		Y (Electronic)
	Mr. Mitch Robinson (ex-officio)		Y (Electronic)
	Ms. Dannelle Whiteside, Interim President		Y (Electronic)
	Ms. Corey Harkey, Interim General Counsel		Y (Electronic)
	Dr. McCartney Johnson, Interim Secretary to the Board		Y (Electronic)
Call to Order			
Discussion			
Trustee Atkins called the meeting to order at 2:23 p.m.			
Roll Call/Declaration of a Quorum			
Discussion			
Trustee Atkins was physically present. Trustee Cannata, Trustee Jenkins, and Trustee McInnis 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 with them at their locations. All Trustees stated that they			

could hear clearly. Trustee Atkins he was in the room with Ms. Hannah Allen. Trustee Cannata, Trustee Jenkins, and Trustee McInnis stated that they were alone.

Trustee Atkins stated there was quorum.

Action Item A – Consideration of the October Revised Budget for Fiscal Year 2020-2021

Discussion

Trustee Atkins recognized Mr. Robinson, Vice President for Finance and Administration, to present information regarding the October revised budget for fiscal year 2020-2021, including sources of revenue, expenditures by function, and expenditures by natural classification. Mr. Robinson stated that the October revised budget is based on more recent information, including actual fall enrollments. He discussed the current budget status for the University, expenditure savings plans developed by the 2020-2021 Financial Planning Taskforce, the balanced budget summary, and the financial reserves balance by fund type.

A general discussion followed regarding reserves, the CARES Act funding, the reserve policy that will be brought to the March meeting for the Board's consideration.

Conclusions

Trustee Jenkins moved to approve the October Revised Budget for Fiscal Year 2020-2021. 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

Information Item A – Review 2021-22 THEC State Appropriations Distribution Recommendation

Discussion

Trustee Atkins recognized Mr. Robinson to present information regarding the 2021-22 THEC state appropriations distribution recommendation. Mr. Robinson presented preliminary recommendations from the fall quarterly THEC meeting for 2021-22 state appropriations distribution recommendation. For fiscal year 2021-22, THEC has recommended an increase of \$4,645,200 in new state funding for a total of \$55,742,900, a 9.1% increase overall. Mr. Robinson then discussed THEC's outcomes formula and the breakdown of components parts for APSU.

A general discussion followed regarding the upcoming adjustment to THEC's funding formula and the impact waiving ACT and SAT scores will have on the graduation rate.

Conclusions	
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This was an information item and required no action.

Information Item B – Review 2021-22 THEC Capital Outlay and Capital Maintenance Projects Recommendations	
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Discussion	
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Trustee Atkins recognized Mr. Robinson to present information regarding the 2021-22 THEC capital outlay and capital maintenance projects recommendations. Mr. Robinson presented preliminary recommendations from the fall quarterly THEC meeting for 2021-22 capital outlay and capital maintenance projects recommendation. For the 2021-22 capital outlay projects, THEC has recommended a total of \$480.28 million, and APSU's \$70,175,000 Health Professions Building is the second highest priority on THEC's list. The University received a significant gift from the Clarksville-Montgomery County Community Health Foundation to cover much of the University's match for the project. The total request for state funding is \$66,067,450 with matching funds of \$4,107,550. THEC also recommended a total of \$4,700,000 in two capital maintenance projects for the Sundquist Science Complex; \$3,200,000 for roof replacement and \$1,500,000 for an upgrade to the exhaust systems controls.

Conclusions	
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This was an information item and required no action.

Information Item C – Review 2021-22 THEC Tuition and Fee Recommendation	
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Discussion	
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Trustee Atkins recognized Mr. Robinson to present information regarding the 2021-22 THEC tuition and fee recommendation. Mr. Robinson presented preliminary recommendations from the fall quarterly THEC meeting for 2021-22 tuition and fees. THEC has set the preliminary binding tuition and mandatory fee range at 0% to 2.0% for fiscal year 2021-22. Mr. Robinson presented information on what the potential increase would look like for APSU. Mr. Robinson stated that APSU could increase fees by the full 2.0%, with all other universities remaining at zero, and still have the second-lowest in-state tuition and mandatory fees among public universities.

Trustee Atkins and Trustee O'Malley commented on the excellent financial management that ensures tuition remains low at APSU.

Conclusions	
This was an information item and required no action.	
Adjourn	
Conclusions	
Trustee Atkins moved to adjourn the 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 3:07 p.m.	

Austin Peay State University
Comparison of Proposed Budget and Revised Budget
Fiscal Year 2020-2021

Revenue/Funds Available

Education and General	Proposed	Revised
Prior Year Retained Funds:		
Re-budgeted for Carryforwards and One-time Expenses		\$ 421,700
Reserved for Revenue Deficit		5,544,700
Tuition and Fees	\$ 86,625,900	82,805,000
State Appropriations	53,372,600	51,097,700
Grants and Contracts	277,400	277,400
Sales & Services of Educational & Other Activities	6,733,100	6,921,200
Other Sources	1,083,700	1,020,900
Auxiliary Enterprises		
Sales & Services of Auxiliary Enterprises	15,922,800	13,779,800
Total Revenues	\$ 164,015,500	\$ 161,868,400

Expenditures and Transfers by Function

Education and General	Proposed	Revised
Instruction	\$ 69,488,900	\$ 69,583,200
Research	607,400	721,600
Public Service	427,000	352,900
Academic Support	10,547,600	10,553,700
Student Services	23,475,400	23,350,000
Institutional Support	14,411,900	14,106,800
Operation and Maintenance of Plant	14,943,200	14,620,200
Scholarships and Fellowships	11,237,500	11,881,000
<u>Transfers</u>		
Principal and Interest	2,132,400	2,132,400
Renewal and Replacement	235,000	385,000
Unexpended Plant	586,400	(146,700)
Other Funds	-	548,500
Auxiliary Enterprises		
Expenditures	8,586,500	8,003,400
<u>Transfers</u>		
Principal and Interest	4,722,200	4,722,200
Renewal and Replacement	2,554,100	977,300
Other Funds	60,000	76,900
Total Expenses	\$ 164,015,500	\$ 161,868,400

Expenditures and Transfers by Natural Classification

Education and General	Proposed	Revised
Salaries	\$ 75,431,200	\$ 74,585,200
Employee Benefits	31,813,300	31,893,500
Operating Expenses	37,894,400	38,690,700
Transfers	2,953,800	2,919,200
Auxiliary Enterprises		
Salaries	2,135,100	1,918,300
Employee Benefits	547,000	547,000
Operating Expenses	5,904,400	5,538,100
Transfers	7,336,300	5,776,400
Total Expenses	\$ 164,015,500	\$ 161,868,400



Executive Committee Meeting		
12.3.2020	1:30 p.m.	Iris Room Clarksville, TN 37040
Meeting Type	Executive Committee Meeting	
Note Taker	Joanne Shepard	
Attendees		Present (Y/N)
	Mr. Mike O'Malley, Chair	Y (Electronic)
	Mr. Billy Atkins	Y
	Ms. Katherine Cannata	Y (Electronic)
	Ms. Dannelle Whiteside, Interim President	Y (Electronic)
	Ms. Corey Harkey, Interim General Counsel	Y (Electronic)
	Dr. McCartney Johnson, Interim Secretary to the Board	Y (Electronic)
Call to Order		
Discussion		
Trustee O'Malley called the meeting to order at 3:13pm.		
Roll Call/Declaration of a Quorum		
Discussion		
<p>Trustee Atkins was physically present. Trustee O'Malley and Trustee Cannata 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 with them at their locations. All Trustees stated that they could hear clearly. Trustee Atkins was in the room with Ms. Hannah Allen. Trustee Cannata and Trustee O'Malley stated they were alone.</p> <p>Trustee O'Malley stated there was a quorum.</p>		

Action Item A - Review the Presidential Base Compensation, Performance Evaluation and Incentive Plan for Fiscal Year 2020-2021**Discussion**

Trustee O'Malley recognized Dr. Johnson who stated the Presidential Base Compensation, Performance Evaluation and Incentive Plan for fiscal year 2020-2021 was approved at the June Board of Trustees meeting. The plan will be used to set the base compensation for the President, evaluate the President and set an incentive amount for fiscal year 2020-2021. Due to the hiring of a new president and the pandemic, the Board is being asked to review the plan to see if changes need to be made.

A discussion followed regarding setting the range for the presidential base compensation. A chart was presented showing the base salaries for the locally governed institutions including two University of Tennessee institutions and the CUPA comparison for CEOs. Trustee O'Malley recommended that the presidential base salary range for the new president be set from \$320,000-\$350,000.

Conclusions

Trustee O'Malley moved to approve the changes to the Presidential Base Compensation, Performance Evaluation and Incentive Plan for Fiscal Year 2020-2021 by changing the presidential base compensation range to \$320,000 to \$350,000. A roll call vote was taken and carried unanimously with 3 trustees voting yes.

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

Yes: 3, No: 0

Information Item A – Consideration of Board Evaluation Results**Discussion**

Trustee O'Malley recognized Dr. Johnson who presented the results of the Board of Trustees self-evaluation. In the evaluation results, it was suggested the materials be distributed earlier to the Board members prior to the meetings. Dr. Johnson stated that she would strive to accomplish this request.

Conclusions

This was an information item and required no action.

Adjourn

Discussion	
<p>Trustee O'Malley stated that the full Board of Trustees meeting will be December 4 at 9 am. Trustee O'Malley moved to adjourn the meeting. The motion was seconded by Trustee Atkins. A voice vote was taken and carried unanimously with 3 trustees voting yes. The meeting adjourned at 3:41pm.</p>	

2020-2021 Peer Institutions Base Salaries	
Institutions	Presidential Salary
UTM	\$320,796
TSU	\$328,970
TTU	\$349,364
UTC	\$367,800
ETSU	\$375,000
MTSU	\$414,750
UoM	\$444,075

APSU Presidential Salary 2019-2020	\$353,568
Proposed Increase to Peer Median	\$14,232
Proposed 2020-2021 Presidential Salary	\$367,800

CUPA Comparator Range for CEO	\$278,596 to \$371,461
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Austin Peay State University
Presidential Base Compensation, Performance Evaluation and Incentive Plan
Effective for the Fiscal Year 2020-21 Performance Period

Presidential Base Compensation, Performance Evaluation and Incentive Plan

I. Objectives of the Plan

- A. The objectives of the Presidential Base Compensation, Performance Evaluation and Incentive Plan is to:
 - 1. Motivate and reward achievement of performance goals aligned with the *APSU 2015 – 2025 Leading through Excellence Strategic Plan*; and
 - 2. Enhance the University's ability to attract and retain an outstanding chief executive officer by providing competitive compensation.

II. Base Compensation Plan

A. Performance Period

- 1. The base compensation performance period shall be a one-year period from July 1 to June 30.

B. Purpose

- 1. It is the goal of the Austin Peay State University Board of Trustees to attract and retain an outstanding chief executive officer by providing competitive base compensation.

C. Methodology

- 1. The President shall receive a salary adjustment each year that funds are available to provide salary increases to faculty and staff. The Purpose of the salary adjustment is to keep the President's salary within the peer median as funds are available. Peer institutions are identified as Tennessee State University, East Tennessee State University, Tennessee Technological University, Middle Tennessee State University, the University of Memphis, the University of Tennessee at Martin, and the University of Tennessee at Chattanooga.

III. Performance Evaluation and Incentive Plan

A. Performance and Incentive Period

- 1. The incentive period shall be a one-year period from July 1 to June 30.

B. Eligibility

1. To be eligible for payment of the incentive amount, the President must be in active status on the day the incentive payment is approved by the Board of Trustees.
2. If the President's employment with the University terminates, either voluntarily or involuntarily, prior to the end of the incentive period, he/she will not receive any portion of the incentive amount except as follows:
 - a. If the President voluntarily terminates employment for medical reasons duly documented by a medical provider, the President will receive a pro rata portion of the incentive amount if the Executive Committee of the Board of Trustees determines that the performance of the President, with respect to the strategic performance goals, was more than satisfactory during the completed portion of the incentive period.
 - b. If the termination of employment is by reason of death of the President, a pro rata portion of the incentive amount will be paid to the executor or administrator of his/her estate if the Executive Committee determines that the performance of the President, with respect to the strategic performance goals, was more than satisfactory during the completed portion of the incentive period.
 - c. The pro rata portion to be paid will be calculated on a monthly basis.
 - d. To the extent possible, the pro rata portion will be paid to the employee or administrator of the estate within thirty (30) days of receipt of satisfactory documentation and availability of data upon which to calculate the incentive payment.
3. The incentive payment is a one-time payment, and is not added to the employee's base salary.

C. Methodology for Calculating the Incentive Payment

1. The performance incentive amount for the President will be based on six (6) criteria. Each criteria is weighted with the total points equaling one hundred (100). The six (6) criteria to be met for the performance incentive plan are detailed in Appendix A and are listed below:
 - a. Enrollment 15 points
 - b. Graduation Rate 15 points
 - c. Fundraising 15 points
 - d. Program Development 15 points
 - e. Athletics 15 points
 - f. Board of Trustees Discretion 25 points
 - i. Leadership
 - ii. Culture of Excellence through Positive Relationships

iii. Employee Retention

D. Maximum Incentive Payment

1. Based on the President's performance each year, the President shall be considered for a lump-sum incentive payment of up to ten percent (10%) of the President's base salary as of July 1 of the incentive period.

IV. Amendment, Suspension, and Termination of the Plan

- A. The Board of Trustees reserves the right to amend, suspend, or terminate the Plan at any time.

V. General Provisions

- A. Neither the Plan nor any payment under the Plan shall be construed to confer any right to continued employment with Austin Peay State University. The President serves at the pleasure of the Board of Trustees, subject to the terms of any existing written contract of employment between the parties.
- B. Neither the Plan nor any payment under the Plan shall be construed to create a trust or to create in any security interest, in his/her personal representative or beneficiary, or other interests in any assets of Austin Peay State University.
- C. All payments under the Plan are subject to all reporting, deductions, and withholdings required by applicable law or University policy, as amended, enacted, or adopted from time to time, including but not limited to deduction for debts owed to the University.
- D. To the extent any part of the Plan fails to comply with applicable state or federal law or regulation, that part of the Plan shall not be effective.
- E. The Plan will be reviewed by the Executive Committee every year. Proposed revisions will be brought before the full Board for consideration.

Appendix A:

APSU's Presidential Performance Evaluation

Enrollment	15 points
Graduation Rate	15 points
Fundraising	15 points
Program Development	15 points
Athletics	15 points
Board of Trustees Discretion <ul style="list-style-type: none">• Leadership• Culture of Excellence through Positive Relationships• Employee Retention	25 points

Enrollment: Enrollment includes activities that increase undergraduate and graduate full-time or part-time enrollment in the areas of traditional freshmen, dual-enrollment students, international students, online students, transfer students, military-related students, high performing students, and non-traditional students.

- Enrollment will be measured by a percentage for the following year fall enrollment with a goal of a 4 percent increase in headcount enrollment and has a proportionate increase in net tuition revenue in order to meet APSU's Strategic Plan for enrollment growth.
- If the President grows headcount enrollment by at least 4 percent and has a proportionate increase in net tuition revenue, then he/she will be eligible to receive the full 15 points for the evaluation. If the President grows headcount enrollment by less than 4 percent headcount enrollment (7.5 points) and has a proportionate increase in net tuition revenue (7.5 points), then he/she will be eligible to receive a pro rata portion of the 15 points for the evaluation.

Graduation Rate: Graduation rate is measured every six years by the Tennessee Higher Education Commission. Graduation rate is defined as those students who are first-time, full-time freshmen who enrolled in summer of 2012 and returned that fall, or enrolled in fall 2012 and graduated by spring or summer of 2018.

- Graduation rate will be measured by a percentage of growth with an increase of 2 percent in order to meet APSU's Strategic Plan.
- If the President increases the graduation rate by at least 2 percent, he/she will be eligible for the full 15 points for the evaluation. If the President increases the graduation rate by less than 2 percent, then he/she will be eligible to receive a pro rata portion of the 15 points for the evaluation.

Fundraising: Fundraising is defined as all cash donations and contributions made annually to the University and Foundation by non-governmental agencies and organizations.

- a. Fundraising will be measured by a 5 percent increase in the average dollars raised, based on a three year average. This is in line with the University's Strategic Plan.
- b. If the President increases annual dollars raised by 5 percent, then he/she will be eligible to receive the full 15 points for the evaluation. If the President has an increase in annual dollars that is less than 5 percent, then he/she will be eligible to receive a pro-rata portion of the 15 points for the evaluation.

Program Development: Program development is defined as the faculty development of new academic majors, concentrations and certificates, in alignment with the University mission and THEC master plan and their subsequent approval by the appropriate entities.

- a. Program development will be measured by the President establishing new majors at the undergraduate and graduate level, new concentrations in existing undergraduate and graduate programs, and new undergraduate and graduate certificates.
- b. If the President is proactive in establishing new majors, concentrations, and undergraduate and graduate certificates, then he/she will be eligible to receive the full 15 points for the evaluation.

Athletics: Athletics is based on maintaining a successful Division I Athletics program, which includes conference championships and high academic progress rate (APR).

- a. Athletics will be measured by at least one conference championship annually and maintaining an Athletics program that meets an APR of .970 for the previous year.
- b. If the University wins at least one conference championship annually and maintains an Athletic program that meets an APR of .970 for the previous year , then the President will be eligible to receive the full 15 points for the evaluation. If the University does not win at least one conference championship annually but maintains an Athletic program that meets an APR of .970 for the previous year , then the President will be eligible to receive half (7.5 points) of the 15 points for the evaluation.

Board of Trustees Discretion: Board of Trustees discretion is based on leadership; creating a culture of excellence by maintaining positive relationships with the Board of Trustees, the community, and the state and local government; and employee retention.

- a. Board of Trustees discretion for leadership and culture of excellence will be measured by key stakeholder evaluations of the President that include evaluations conducted with his/her direct reports, members of the Board of Trustees, other community officials or as directed by the Chair of the Board of Trustees.

- b. Board of Trustees discretion for employee retention has three parts. The first part will be compensation of faculty and staff and will be measured by achieving an increase in the total salaries at a percentage equal to or higher than the Higher Education Price Index (HEPI). The second part of employee retention is turnover rate. The third part of employee retention is diversity among employees.
- c. If the President receives at least a satisfactory evaluation in the Board of Trustees discretion criteria, then he/she will be eligible to receive the full 25 points for the evaluation. If the President receives less than a satisfactory evaluation, then he/she will be eligible to receive a pro rata portion of the 25 points for the evaluation.

Scoring of the Evaluation:

All points from the evaluation will be totaled. The points totaling a certain amount will receive a certain incentive percentage, which is based on a percentage of the President's base salary,

- a. Less than 75 points = 0% incentive
- b. 76 points to 84 points = 4% incentive
- c. 85 points to 94 points = 6% incentive
- d. 95 point to 100 points = 10% incentive

At the conclusion of the evaluation, a recommendation of the incentive amount and new base salary will be made by the Executive Committee to the full Board of Trustees. The Board of Trustees will approve the incentive amount and the President's new base salary.

Agenda Item: _____

Date: October 15, 2020

Subject: Naming request for The Shawn Kelley "K Club"

Action Recommended:

Background Information:

The Austin Peay State University Board of Trustees are requested to approve the naming of the Shawn Kelley "K Club" meeting and club room in the Downey Building on the Austin Peay State University campus in the baseball clubhouse on Drane Street, in Clarksville, TN.

Proposed Implementation Date: Immediately

Item Details:

Shawn Kelley has donated transformative gifts (cash and pledges). The gifts meet the requirements to name the meeting/club room on campus exceeding the 25% needed in order to name a location on the APSU campus. The cash gift and a pledged gift has been and will be used to remodel and construct a meeting room and club room within the new baseball clubhouse.

The Shawn Kelley "K Club" will be used by the entire baseball program to have team meetings, provide additional meeting space, and an attraction for recruits. This space will also be converted into a club area during baseball games, in which fans, parents, and donors will all have the opportunity to use. It can also be used for other athletics & alumni events on campus.

The recommendation to name the Shawn Kelley "K Club" was made by a campus committee appointed in compliance with APSU's policy 7:009 (Naming Rooms and Areas and Building Plaques).

Pursuant to the Austin Peay State University Policy 7:009 (Naming Rooms and Areas and Building Plaques), requires the organization of a committee consisting of a faculty member, student, and an administrative representative to determine the presentation of a naming to the Board of Trustees. Jordan Harmon (Assistant Athletics Director) conducted a meeting with Professor Cindy Taylor (Faculty), Lisa Varytimidis (Administration), and Max Remy (student) in regards to one naming rights on the APSU Campus. The meeting was conducted via Zoom on October 15, 2020 at 9:00 am.

The naming right discussed was the Shawn Kelley "K Club". This is a meeting/club room within the baseball clubhouse for the entire baseball program to use, as well as fans and supporters on game days. The committee unanimously approved that the naming be moved onto the agenda for the Board of Trustee approval on December 3-4, 2020.

Professor Cindy Taylor Date
Faculty-Athletics Rep

Lisa Varytimidis Date
Senior Women's Associate AD

Max Remy Date
Student

_____
Jordan Harmon Date
Assistant AD for Development

Harmon, Jordan S.

From: Taylor, Cindy
Sent: Thursday, October 15, 2020 9:08 AM
To: Harmon, Jordan S.
Subject: K Club

I vote to approve the naming rights of the Shawn Kelley K Club meeting room.

Cindy Taylor

Faculty Athletic Representative

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Harmon, Jordan S.

From: Varytimidis, Alycia L.
Sent: Thursday, October 15, 2020 9:11 AM
To: Harmon, Jordan S.; Taylor, Cindy; Remy, Maxwell B.
Subject: RE: Another Naming
Attachments: Kelley BOT Naming Form.docx

All,

I vote to approve the naming of the Shawn Kelley "K Club" meeting and club room in the Downey Building on the Austin Peay State University campus in the baseball clubhouse.

Lisa Varytimidis

Lisa Varytimidis

Sr. Associate Director of Athletics for Internal Affairs
Senior Woman Administrator

Austin Peay State University
Intercollegiate Athletics
P.O. Box 4515
Clarksville, TN 37044
Phone: 931-221-7203
Fax: 931-221-7830
varytimidisa@apsu.edu



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From: Harmon, Jordan S. <harmonj@apsu.edu>
Sent: Monday, October 12, 2020 8:05 AM
To: Varytimidis, Alycia L. <varytimidisa@apsu.edu>; Taylor, Cindy <TaylorC@apsu.edu>; Remy, Maxwell B. <MREMY@MY.APSU.EDU>
Subject: Another Naming

Good morning-

Harmon, Jordan S.

From: Remy, Maxwell B. <mremy@my.apsu.edu>
Sent: Thursday, October 15, 2020 9:09 AM
To: Harmon, Jordan S.
Subject: Re: Another Naming

I, Maxwell Remy, vote in favor of the naming rights to the Shawn Kelley K Club as an addition to the Downey Baseball Operations and Clubhouse.

From: Harmon, Jordan S. <harmonj@apsu.edu>
Sent: Monday, October 12, 2020 8:04 AM
To: Varytimidis, Alycia L. <varytimidisa@apsu.edu>; Taylor, Cindy <TaylorC@apsu.edu>; Remy, Maxwell B. <mremy@my.apsu.edu>
Subject: Another Naming

Good morning-

I call on you all yet again for another naming opportunity we have in the athletics department. Obviously, it is great news when we get these opportunities, because it means people believing in and supporting the university.

I wanted to see if you all were available from 9:00a – 9:30a on this Thursday (October 15), via Zoom, so we can go through the naming and get it approved to go in front of the board of trustees?

I appreciate all of you all's continued help and support.

Thank you!

Jordan Harmon

Assistant Director of Athletics- Development
Austin Peay State University- Advancement
Phone (931) 221-6357
Cell (314) 707-1444
Email: harmonj@apsu.edu





BOARD OF TRUSTEES



Austin Peay State University

Contracts total value over \$50,000 Approved from August 1, 2020 through November 1, 2020

<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>
Seris Corp.	Comprehensive coverage including preventive maintenance and service on four pieces of equipment in the Biology department.	Biological Science	\$19,253.39	*	7/1/2020	6/30/2025	no
SEI, Inc.	Support/maintenance for Cisco Network Equipment	Information Technology	\$36,324.00		9/11/2020	9/10/2021	yes
Armored Trucking Academy LLC	Continuing Education courses	Continuing Education	\$150,000.00		8/25/2020	8/24/2021	yes
Neopost USA Inc.	Post Office equipment - lease	Post Office	\$17,137.68		8/7/2020	8/6/2025	yes

* 2nd year \$20,023.53, 3rd year \$20624.23, 4th year \$21036.72, and 5th year \$21,247.92 = total contract value \$102,184.92



BOARD OF TRUSTEES



Austin Peay State University Summary of State Building Commissions Actions August 1, 2020 through November 1, 2020

<u>Date</u>	<u>SBC/Transaction Number</u>	<u>Project</u>	<u>Value</u>	<u>SBC Action</u>
8/13/2020	373/003-04-2020	Dunn Center HVAC & Electrical Modernization	\$3,295,000.00	Approved project
8/13/2020	373/003-02-2020	Chiller Rebuild	\$725,000.00	Approved a \$250,000 revision in project budget and funding
8/13/2020	373/003-02-2019	Military Family Resource Center	\$33,042.12	Approved change order
8/13/2020	166/003-04-2017	Central Chiller Plant Repairs	\$1,800,000.00	Sources of Funding were revised to acknowledge an insurance payment (109,000.00) received on March 6, 2020, for an emergency repair of Chiller #3.
9/10/2020	373/003-02-2019	Military Family Resource Center	\$11,773.18	Approved change order

Summary of Executive Sub-Committee Actions

<u>Date</u>	<u>SBC/Transaction Number</u>	<u>Project</u>	<u>Value</u>	<u>SBC Action</u>
8/24/2020	373/003-04-2020	Dunn Center HVAC & Electrical Modernizations	\$3,295,000.00	Approved designer - Smith Seckman Reid Inc
8/24/2020	Transaction No. 20-07-005	529 N 2nd Street	\$495,000.00	Approved acquisition in fee with waiver of advertisement and one appraisal
9/21/2020	Transaction No. 001	1 Millennium Plaza, Clarksville, Tennessee	Years 1-5 \$1,000,000 Years 6-30 \$800,000	Approved the Multi-Purpose Event Center lease
10/19/2020	373/003-05-2020	Memorial Health – Electrical Closet Relocation	\$220,000.00	Approved project utilizing an Agency Consultant for design and Campus Resources and Campus Procurement for a portion of the work
10/19/2020	373/003-06-2020	Trahern Fire Curtain Replacement	\$253,000.00	Approved project utilizing an Agency Consultant for design

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Office of the President

December 7, 2020

Katherine J. Stickel, Director
Tennessee Comptroller of the Treasury
Cordell Hull Building
425 Fifth Avenue North
Nashville, TN 37243

Dear Director Stickel:

Please find below Austin Peay State University's (APSU) Corrective Action Plan. The responsible official for ensuring that the actions take place is Michael Kasitz, Assistant Vice President for Public Safety. Detailed below are the actions that have been taken since the audit was completed.

Finding 1 – APSU management did not design and implement internal controls to ensure the Annual Security and Fire Safety Report included all required components.

After reviewing the audit finding and correcting the APSU 2019 Annual Security and Fire Safety Report, APSU Public Safety has implemented internal controls to ensure all required reporting components are included in the annual report. We made the corrective actions to the Annual Security and Fire Safety Report on October 12, 2020. We made these corrective actions immediately because we are in the process of finalizing the Annual Security and Fire Safety Report for this year. It is due by the end of December. It is normally due October 1, but the deadline was extended this year due to the pandemic.

We have included another level of control by having the Assistant Chief of Police check the report after the Lieutenant has completed it. Starting with the 2021 reporting year, we will use the new Clery Act Appendix for Federal Student Aid Handbook to verify compliance with all required information. This appendix replaces the 2016 edition of the U.S. Department of Education's Handbook for Safety and Security Reporting.

We have also provided additional training for those involved in creating the Annual Security and Fire Safety Report. The Lieutenant and Assistant Chief have attended the online Clery reporting training conducted by the Clery Training Center in April 2020. Additionally, they attended an online training conducted by the Clery Compliance officer from the University of Tennessee Knoxville in October

2020. Public Safety will continue to seek out additional annual training for them to remain current on all information needed for the Annual Security and Fire Safety Report.

Finding 2 – APSU management did not design and implement internal controls to ensure the Clery daily crime log was complete and accurate.

After reviewing the audit finding and correcting the daily crime log, APSU Public Safety has implemented internal controls to ensure the crime log is complete and accurate. We made the corrective actions to the Clery daily crime log on October 12, 2020.

The crime log has complete and accurate information as described in the audit finding. The Assistant Chief or Lieutenant checks the crime log each day before posting for accuracy and completeness. Also, starting with the 2021 reporting year, we will use the new Clery Act Appendix for Federal Student Aid Handbook to verify compliance with all required information. This appendix replaces the 2016 edition of the U.S. Department of Education's Handbook for Safety and Security Reporting.

The Assistant Chief and Lieutenant attended an online training conducted by the Clery Compliance officer from the University of Tennessee Knoxville in October 2020. Public Safety will continue to seek out additional annual training for them to remain current on all information needed for Clery daily crime log.

If you have additional questions regarding our corrective action plan, please contact me or Mr. Kasitz at 931-221-7707 or kasitzm@apsu.edu.

Thank you,

A handwritten signature in black ink, appearing to read "Dannelle Whiteside". The signature is fluid and cursive, with a large initial "D" and "W".

Dannelle Whiteside
Interim President