



Executive Committee Minutes

Friday, September 16, 2022
317 College Street, Clarksville, TN 37040

Call to Order

Trustee Atkins, board chair, called the meeting to order at 8:43 a.m.

Roll Call/Declaration of Quorum

Dr. Carol Clark, secretary to the board, called the roll. Trustee Atkins stated there was a quorum.

Attendees:

Committee Members

Trustee Billy Atkins
Trustee Don Jenkins
Trustee Robin Mealer

University Personnel

Dr. Michael Licari, President
Dr. Carol Clark, Secretary to the Board
Ms. Dannelle Whiteside, Vice President for
Legal Affairs & Org. Strategy

Approval of Minutes

Trustee Atkins stated that the minutes for the June 10, 2022, Executive Committee meeting were circulated in advance and asked if there were any corrections or additions to the minutes. There were none. Trustee Atkins moved to approve the minutes as written. Trustee Mealer seconded the motion. A voice vote was taken and carried unanimously with three trustees voting yes.

Action Items

A. Consideration of the Institutional Mission Profile Statement

Trustee Atkins introduced Dr. Maria Conley, provost, to provide background information on the proposed statement.

Cronley stated that the Tennessee Higher Education Commission (THEC) requires institutions to update their Institutional Mission Profile on an annual basis. These updates require board approval and THEC approval.

Trustee Atkins moved to approve the statement as written. Trustee Mealer seconded the motion.

Hearing no discussion, a roll call vote was taken, and the motion carried unanimously:

Trustee Atkins:	Yes
Trustee Jenkins:	Yes
Trustee Mealer:	Yes

B. Consideration of Revisions to Policy 1:024 Board of Trustee Delegation of Authority

Trustee Atkins recognized Mr. Shahrooz Roohparvar, vice president for finance and administration, to provide information on the proposed revisions.

Roohparvar stated that the request is for the following text to be added to Policy 1:024, under the section titled "Delegation to the President" on page 4:

"The President shall create opportunities for competitive bids through public advertisement only for contracts which will total \$50,000 or more. The authorities of this paragraph may be delegated further by President."

Roohparvar noted that these revisions are necessitated in response to a change in state law that increased the sole source thresholds to \$50,000.

Trustee Atkins moved to approve the revisions to Policy 1:024 as written. Trustee Jenkins seconded the motion.

Hearing no discussion, a voice vote was taken, and the motion carried unanimously with three trustees voting yes.

C. Consideration of the President's Performance Evaluation and Incentive Plan for Fiscal Year 2022-2023

Trustee Atkins recognized Trustee Jenkins to provide background information.

Trustee Jenkins moved to appoint a committee to prepare a recommendation for consideration at the December 2022 meeting. Trustee Mealer seconded the motion.

Hearing no discussion, a voice vote was taken and carried unanimously with three trustees voting yes.

D. Nomination of Board Officers

Trustee Atkins reminded the committee of his previous notice of resignation from the position of board chair effective at the conclusion of the meeting and that the executive committee will accept nominations for a new chair to serve the remainder of the current term.

Trustee Atkins called for nominations for chair to be forwarded to the board for consideration. Trustee Mealer nominated Trustee Jenkins to serve as chair.

Hearing no other nominations or discussion, a voice vote was taken and carried unanimously with three trustees voting to forward Trustee Jenkins to the board for consideration as board chair.

Trustee Atkins called for nominations for vice chair to be forwarded to the board for consideration. Trustee Jenkins nominated Trustee O'Malley to serve as vice chair.

Hearing no other nominations or discussion, a voice vote was taken and carried unanimously with three trustees voting to forward Trustee O'Malley to the board for consideration as board vice chair.

Adjournment

Trustee Atkins moved to adjourn the Executive Committee meeting. Trustee Jenkins seconded the motion. A voice vote was taken and carried unanimously with three trustees voting yes. The meeting adjourned at 8:53 a.m.