# June 2023 Board of Trustees Meeting

| | |
|---|---|
| **Schedule** | Wednesday, June 14, 2023 10:30 AM — 11:15 AM CDT |
| **Venue** | Maxine A. Smith University Center - Bluff Room (304) |
| **Organizer** | Sparkle Burns |

## Agenda


1. Call To Order and Opening Remarks 1
   Presented by Doug Edwards

2. Roll Call and Declaration of Quorum 2
   Presented by Melanie Murry

3. Approval of Meeting Minutes for March 1, 2023 and Special Call Meeting Minutes for March 20, 2023 3
   For Approval - Presented by Doug Edwards
   - March 2023 Full Board Minutes - Final.docx 4
   - March 20 2023 Board of Trustees Special Called Minutes - Final.docx 8

4. Appointment of Student Trustee 10
   For Approval - Presented by Bill Hardgrave
   - Agenda Item-Student Trustee.docx 11
   - Marissa Clark Resume_R.pdf 12

5. President's Update 14
   Presentation - Presented by Bill Hardgrave

6. Reports and Recommendations of the Academic, Research and Student Success Committee 15
   Presented by Doug Edwards
   - Agenda Item -Tenure and Promotion of Faculty.docx 16
   - Agenda Item -Tenure Upon Appointment Dr. Soumitra Bhuyan.docx 17
   - Agenda Item -Tenure Upon Appointment Dr. Bobby Garrett.docx 18
   - Agenda Item -Shirley C. Raines Centennial Place.docx 19

7. Reports and Recommendations of the Audit Committee 20
Presented by Carol Roberts

1 Agenda Item- FY2024 Proposed Audit Plan.docx 21

8. Reports and Recommendations of the Governance and Finance Committee 22
Presented by Doug Edwards

Agenda Item - FY24 Budget.docx 23

Agenda Item - FY24 Tuition Recommendation.docx 25

9. Additional Business 26
Presented by Doug Edwards

10. Adjournment 27
Presented by Doug Edwards

# 1. Call To Order and Opening Remarks

Presented by Doug Edwards

# 2. Roll Call and Declaration of Quorum

Presented by Melanie Murry

# 3. Approval of Meeting Minutes for March 1, 2023 and Special Call Meeting Minutes for March 20, 2023

For Approval

Presented by Doug Edwards

**The University of Memphis**
**Board of Trustees**
**Full Board Minutes**
**March 1, 2023**

## I. CALL TO ORDER AND OPENING REMARKS

Chairman Edwards called the meeting to order.

Chairman Edwards informed the public the reason the board of trustees meeting was scheduled at an earlier time was to allow the trustees to attend Trustee Johnson's ribbon cutting at the YMCA in Whitehaven. Governor Lee would be in attendance and the Board wanted to give their support.

Chairman Edwards also highlighted the men's and women's basketball teams.

## II. ROLL CALL AND DECLARATION OF QUORUM

Chairman Edwards asked Secretary Murry to call the roll.

The following Trustees were in attendance:

Trustee Graf

Trustee Roberts (Secretary Murry asked her if she was alone and if she could hear her. Trustee Roberts verified she was alone and could hear her)

Trustee Clark
Trustee Kemme
Trustee North
Chairman Edwards

Secretary Murry announced the presence of a quorum.

`

## III. APPROVAL OF DECEMBER 9, 2022 MEETING MINUTES

Chairman Edwards asked for a motion and second for the December 9, 2022 meeting minutes. The motion was made by Trustee Graf and properly seconded. Chairman Edwards asked was there any discussion. None was provided. A roll call vote was taken and unanimously approved.

## IV. INSTITUTIONAL MISSION STATEMENT

Chairman Edwards recognized Interim Provost, Abby Parrill.

Dr. Parrill stated the THEC requires institutions to have an Institutional Mission Profile. Dr. Parrill informed the Board that no changes had been made to the profile since the last approval. Dr. Parrill recommended the Institutional Mission Statement for approval. Chairman Edwards asked was there any discussion, none was provided. Chairman Edwards called for a motion to approve. The motion was made by Trustee North and properly seconded. A roll call vote was taken and unanimously approved.

## V. NAMING OF THE AQUATICS CENTER

Chairman Edwards recognized Vice President for Advancement, Joanna Curtis.

Ms. Curtis informed the trustees that some of the University's student ambassadors were in attendance before beginning her presentation.

Ms. Curtis discussed Mike Rose's philanthropic contributions to the University and informed the Board that Mike Rose requested the University renovate its pool. Ms. Curtis informed th Board that Mike Rose's children provided funding toward this effort and the family foundation also fundraised to assist in renovating the Aquatic Center.

Chairman Edwards offered comments about Mike Rose and the facility. Due to the contributions that Mike Rose and his family has made to the University, Chairman Edwards thought it was befitting that the Aquatic Center be named after him.

Chairman Edwards called for a motion. The motion was made by Trustee Graf and properly seconded. Due to Trustee McKinney seconding the motion, Secretary Murry noted his attendance for the record and acknowledged he was present. A roll call vote was taken and unanimously approved.

## VI. CAPITAL BUDGET REQUEST FOR FY2024-2025

Chairman Edwards recognized Chief Financial Officer, Raaj Kurapati.

Mr. Kurapati informed the Board that the Capital Budget is separated into three buckets:

1. The Capital Outlay Budget
2. The Capital Maintenance
3. Disclosures

Mr. Kurapati informed the Board that the University must send the capital budget to THEC by June 30th , but the Board must approve first. Mr. Kurapati discussed the

proposed funding for the outlay projects, capital maintenance, and disclosures of the capital budget and informed the Board how those funds will be used. Mr. Kurapati stated in the event the University does not receive the funding for the demolitions then the University may have to use reserve funds. Mr. Kurapati provided an overview of the disclosure projects. Mr. Kurapati concluded his presentation and requested the Board approve the Capital Budget. Mr. Kurapati opened for questions.

Chairman Edwards offered comments about how the University's facilities need to be maintained and upgraded, and that there is a backlog that needs to be addressed. Chairman Edwards stated he hopes that moving forward the governor and the legislature will evaluate the University's plans to renovate its facilities for research and other uses.

Chairman Edwards called for a motion. The motion was made by Trustee Johnson and properly seconded. Chairman Edwards asked was there any discussion, none was provided. Secretary Murry acknowledged Trustee Johnson's attendance and stated he was in the meeting for about 10 minutes. Secretary Murry asked him was he alone and if he could hear her. Trustee Johnson verified he was alone and could hear her.

A roll call vote was taken and unanimously approved.

## VII. REQUEST TO ADDRESS THE BOARD

Chairman Edwards recognized Justin Davis.

Mr. Davis addressed the Board.

## VIII. STRATEGIC PLAN

Chairman Edwards made remarks and recognized President, Dr. Bill Hardgrave.

Dr. Hardgrave acknowledged those that assisted with creating the Strategic Plan. Dr. Hardgrave provided an overview of the 2023-2028 Strategic Plan for the University. Dr. Hardgrave stated the Strategic Plan has been named "Ascend" because the University has an opportunity to go higher. Dr. Hardgrave discussed the seven goals of the Strategic Plan. Dr. Hardgrave concluded his presentation and recommended the Board approve the new Strategic Plan.

Chairman Edwards offered remarks regarding the Strategic Plan and stated the outcomes were the most important part of the Strategic Plan because once a student is given access to the University and has an opportunity to succeed it is the responsibility of the University to make sure the student succeeds, and he feels that

is something the Strategic Plan addresses. Chairman Edwards also stated that due to the University being an R1 school it is now a part of the group that produces research that will change the world, and the Strategic Plan acknowledges this effort.

Chairman Edwards asked for a motion to approve the Strategic Plan. The motion was made by Trustee Johnson and properly seconded. Secretary Murry asked Chairman Edwards if he wanted a discussion first before the vote was taken and the Chairman agreed. Trustee McKinney offered discussion regarding the Strategic Plan and stated the Strategic Plan is the path forward to the University being a nationally recognized University. Chairman Edwards asked was there any further discussion, none was provided.

A roll call vote was taken and unanimously approved.

Dr. Hardgrave informed the Board that the Strategic Plan will be uploaded to the University's website and there were also Ascend booklets available for those in attendance. Dr. Hardgrave also stated that the Implementation Plan will be created to lay out how the Strategic Plan will be executed. Dr. Hardgrave stated the process to begin creating the Implementation Plan will start immediately and will come to fruition in the coming months. Chairman Edwards offered remarks in response to Dr. Hardgrave's statement.

## IX. ADDITIONAL BUSINESS

No additional business.

## X. ADJOURNMENT

Chairman Edwards adjourned the meeting to Executive Session. Chairman Edwards announced the next Board meeting would be June 9th however Secretary Murry made a correction and announced the next Board meeting will be June 14, 2023.

**The University of Memphis**
**Board of Trustees**
**Special Called Meeting Minutes**
**March 20, 2023**

## I. CALL TO ORDER AND OPENING REMARKS

Chairman Edwards called the meeting to order and gave opening remarks.

## II. ROLL CALL/DECLARTION OF QUORUM/MEETING FOR NECESSITY

Chairman Edwards recognized Secretary Murry. Secretary Murry called the roll and asked the trustees to verify if they were alone and could hear her. All the trustees verified they were alone and could hear her. The following trustees were in attendance:

Trustee Roberts
Trustee Johnson
Trustee Kemme
Trustee McKinney
Chairman Edwards
Trustee Ellison
Trustee Springfield

Secretary Murry informed Chairman Edwards because the trustees were not physically present a motion and vote was needed to conduct a meeting for necessity. Secretary Murry informed the Board that the meeting for necessity was to approve the selection the of the provost. The motion was made by Trustee Johnson and properly seconded. Chairman Edwards asked was there any discussion. None was provided. A roll call vote was taken and unanimously approved.

## III. APPOINTMENT OF PROVOST

Chairman Edwards recognized University President, Dr. Bill Hardgrave.

Dr. Hardgrave informed the Board a nationwide search was conducted to select the new provost for the University. The chair of the committee was Dean Richard Bloomer and Parker Executive Search assisted. Dr. Hardgrave gave the Board an overview of the selected candidate, Dr. David Russomanno.

Dr. Hardgrave recommended Dr. Russomanno be approved for tenure upon hire and selected as the Executive Vice President for Academic Affairs and Provost effective July 1, 2023.

Chairman Edward called for the motion. The motion was made by Trustee Springfield and properly seconded. Chairman Edwards asked was there any discussion. None was provided. Chairman Edwards offered remarks and stated this was an excellent choice especially due to the direction the University is going with its Strategic Plan and due to the importance of Engineering in society today.

A roll call vote was taken and unanimously approved.

## IV. ADDITIONAL BUSINESS

No additional business.

## V. ADJOURNMENT

Before adjourning the meeting Trustee Kemme asked Dr. Hardgrave when the announcement of the new provost would be made. Dr. Hardgrave informed the Board the public announcement would be distributed at 4:30 p.m. that day.

Chairman Edwards asked was there any other discussion. None was provided. Chairman Edwards adjourned the meeting.

# 4. Appointment of Student Trustee

For Approval

Presented by Bill Hardgrave

**The University of Memphis Board of Trustees**
Recommendation
For Approval

**Date:** June 14, 2023

**Presentation:** Appointment of the Student Trustee

**Presented by:** Dr. Bill Hardgrave, President

**Background:**

The University of Memphis Board of Trustees Bylaws specify there be one nonvoting member of the Board who shall be a student representative to be appointed by the Board. I am recommending Marissa J. Clark as the selection for the Student Trustee during the 2023-24 academic year.

**Recommendation:**

The Board recommends approval of Marissa J. Clark to serve as Student Trustee. Her one-year term will be effective immediately and continue through May 31, 2024.

# Marissa Jade Clark

[redacted]
mjclark1@memphis.edu

**Objective: To obtain a Bachelors of Science degree in Biology at The University of Memphis to later attend Medical School to give back to my community.**

## Current Education:

**University of Memphis:** Memphis, TN 38152

Classification: Junior

GPA: 3.89

Major: Biology

Minor: Spanish & Chemistry

## College Involvement:

**Student Trustee (2022 - 2023):** Appointed by the President of the University of Memphis, I serve to bring the student perspective to the administration to better the University and surrounding areas regarding all aspects.

**Campus Outreach (2021 - Present):** Church group that allows students to grow our faith during the chaotic times of college.

**Black Student Association (2021 - Present):** The African American students at the University come together and talk about ways to better our community as a whole through guest speakers, mental health awareness, etc.

**Disability Resource Center for Students (2022-Present):** I volunteer with DRS at UofM. Here I take notes for students who need a little extra help due to uncontrollable circumstances.

**Blue Crew (2021- 2022):** Volunteer group that helps organize and set up campus events while maintaining safety and sanitation during COVID 19.

**American Medical Women's Association (2021 - 2022):** National organization that is dedicated to the advancement of women in the medical field through mentorship & volunteers to aid women in medicine.

**Le Bonheur's Paws for Service (2021) :** This club partners with the Le Bonheur children hospital in order to raise money, materials, and overall allow the children to have a good time while they are receiving treatment.

## Work Experience:

**Sonic Drive-In ( 2018-2022)**
**Math Tutor (2017-present)**
**Babysitter (2017-2018)**

## Volunteering:

I enjoy spending time volunteering with Memphis Rox. We pick up trash around the Soulsville community or work in the community garden every other Saturday.

I also volunteer with the Shelby Farms Park. We do gardening and trash pick up to better the community environment.

I volunteer with a local hospice facility to ensure the comfort and support to not only the patients, but their relatives during this hard time.

## Clinical Experience:

**Dr. Cheryl Clayton : Nephrology Associates Columbia, TN (2022-present)**

**Dr. John Starling: Stones River Dermatology Smyrna, TN (2022-present)**

**Dr. Lloyd Finks: ZüpMed Memphis, TN (2023-present)**

# 5. President's Update

Presentation

Presented by Bill Hardgrave

# 6. Reports and Recommendations of the Academic, Research and Student Success Committee

Presented by Doug Edwards

# The University of Memphis Board of Trustees

Recommendation

For Approval

**Date:** June 14, 2023

**Committee:** Academic, Research and Student Success Committee

**Presentation:** Tenure and Promotion of Faculty

**Presented by:** Dr. Jeffrey Marchetta, Faculty Trustee

**Background:**

Tenure is the principle that entitles a faculty member continuation of his or her annual appointment until relinquishment or forfeiture of tenure, or until termination of tenure for adequate cause. A healthy tradition of academic freedom and awarding tenure and promotion are uniquely fundamental to the academy and essential to the proper functioning of a university. Faculty members eligible for tenure must serve a probationary period and must demonstrate continuing value to the institution.

Tenure and promotion are granted only by positive action by the Board of Trustees to faculty members in a department, school, or college of the University of Memphis. The list of faculty members recommended for tenure and promotion is attached.

**Recommendation:**

The Academic, Research, & Student Success Committee recommends that the Board approve and grant tenure and promotion to the faculty members recommended by the provost in the department, school or college of the University indicated in the meeting materials.

NOTE: 2023 25 faculty members recommended for Tenure and Promotion and 1 for Tenure

# The University of Memphis Board of Trustees

Recommendation

For Approval

**Date:** June 14, 2023

**Committee:** Academic, Research and Student Success Committee

**Presentation:** Tenure Upon Appointment – Dr. Soumitra Bhuyan (School of Public Health)

**Presented by:** Dr. Jeffrey Marchetta, Faculty Trustee

**Background:**

Dr. Bhuyan is currently a tenured Associate Professor in the Edward J Blaustein School of Planning and Public Policy, Rutgers University and holds an appointment as a Visiting Research Scholar for the School of International and Public Affairs at Princeton University. He is a fellow for the Commission on the Accreditation of Healthcare Management Education (CAMHE), serves on the editorial boards of several journals focusing on health informatics.

Dr. Bhuyan has published peer-reviewed journal articles in reputed health informatics, health services, and clinical journals as well as editorials in various regional and national news outlets. He has also received several prestigious awards from national public health organizations including the "Rising Star Award" from the Health Administration Section at the 141st APHA Annual Meeting in Boston, the Charles E. Gibbs Leadership Prize for the best manuscript published in Women's Health Issues, and awards from Long-term Care Interest Group in Academy Health and the Medical Care Section in APHA.

**Recommendation:**

The Academic, Research, & Student Success Committee recommends that the Board approve and grant tenure upon appointment for Dr. Bhuyan as associate professor in the School of Public Health.

# The University of Memphis Board of Trustees

Recommendation

For Approval

**Date:** June 14, 2023

**Committee:** Academic, Research and Student Success Committee

**Presentation:** Tenure Upon Appointment – Dr. Bobby Garrett

**Presented by:** Dr. Abby Parrill, Interim Provost

**Background:**

Dr. Bobby Garrett has been named dean of the Fogelman College of Business & Economics effective August 1.

Dr. Garrett previously served as the Brown & Williamson Professor of Entrepreneurship at the University of Louisville, associate dean for Faculty Affairs and the director of the Forcht Center for Entrepreneurship. In his nine-plus years at Louisville, he grew rapidly through a series of constantly changing administrative roles. He taught at Oregon State University where he was named Family Business Researcher of the Year. He was the assistant professor of Management-Entrepreneurship (2008-13) and discipline director, Strategy & Entrepreneurship (2012-13).

Garrett's primary research focus is Corporate Entrepreneurship, and his articles on the topic of internal corporate venturing have appeared in elite Entrepreneurship journals including Journal of Business Venturing, Entrepreneurship Theory & Practice and Strategic Entrepreneurship Journal.

Garrett earned his PhD in Strategic Management & Entrepreneurship from Indiana University, his Master of Science in Business Administration from Indiana University and his Bachelor of Science, magna cum laude, in Chemical Engineering from the University of Mississippi.

**Recommendation:**
The Academic, Research, & Student Success Committee recommends that the Board approve and grant tenure upon appointment for Dr. Bobby Garrett as Professor of Management, Fogelman College of Business and Economics.

# The University of Memphis Board of Trustees

Recommendation

For Approval

**Date:** June 14, 2023

**Committee:** Academic, Research and Student Success Committee

**Presentation:** Recognition of Dr. Shirley C. Raines/Renaming of Centennial Place as Shirley C. Raines Centennial Place

**Presented by:** Joanna Curtis, Vice President for Advancement
will

Dr. Shirley Raines served as the 11th president of the University of Memphis from July 1, 2001 until her retirement on June 30, 2013. She was the first and only woman to hold the position at the UofM. Under her leadership, the University acquired the Lambuth Campus, established the UofM Research Foundation, and accelerated the growth of the Honors program to become the Helen Hardin Honors College. In 2013, she was Inducted into the Tennessee Women's Hall of Fame in 2013. She was the first woman to chair the Memphis Area Chamber of Commerce.

In recognition of her leadership and accomplishments, we are seeking approval to honor her by renaming Centennial Place residence hall Shirley C. Raines Centennial Place.

**Recommendation:** The Academic, Research and Student Success Committee recommends naming Centennial Place residence hall Shirley C. Raines Centennial Place.

# 7. Reports and Recommendations of the Audit Committee

Presented by Carol Roberts

# Report to the Audit Committee of the Board of Trustees

Report
For Approval

**Date:** June 14, 2023

**Committee:** Audit Committee

**Report Title:** Proposed FY2024 Internal Audit Plan

**Presented by:** Emily Bridges, Senior Internal Auditor

**Synopsis:**

The Proposed FY2024 Internal Audit Plan for the University is presented for review and approval by the Audit Committee. Audit Committee approval of the Internal Audit Plan is required by the "State of Tennessee Audit Committee Act of 2005" (TCA 4-35-101 thru 108), the University of Memphis Audit Committee Charter, and the Office of Internal Audit & Consulting Charter.

# 8. Reports and Recommendations of the Governance and Finance Committee

Presented by Doug Edwards

# The University of Memphis Board of Trustees

Recommendation

For Approval

**Date:** June 14, 2023

**Committee:** Governance and Finance Committee

**Item:** FY2023-24 Proposed Budget
FY2022-23 Estimated Budget
FY24 Compensation Strategy

**Presented by:** Raaj Kurapati, Executive Vice President/Chief Operating Officer and Financial Officer

**Background:**

**Budget Control Policy** (UM 1768) recognizes budgeting as the process whereby the plans of an institution are translated into an itemized, authorized, and systematic plan of operation, expressed in dollars, for a given period. This policy also recognizes that a budget is a plan and circumstances may necessitate revisions or changes from time to time. In view of this, we will submit budgets for approval three times each fiscal year. At this time, both the FY2023-24 Proposed budget and FY2022-23 Estimated budget are presented for consideration.

The ***Proposed Budget*** is prepared in the spring for implementation each fiscal year on July 1. This budget is based on the level of state funds recommended in the Governor's proposed budget as well as early estimates of factors such as enrollment projections, proposed tuition increases and research activities. The ***Proposed Budget*** is submitted to the Board for approval prior to the start of the subsequent fiscal year which includes the FY2024 Compensation Plans.

The final budget submitted for each fiscal year is the ***Estimated Budget***. This budget includes carryforward balances from prior years that represent available resources at the departmental level. Although these funds are available, we do not anticipate that all resources will be spent in the current fiscal year. The ***Estimated Budget*** also includes final adjustments to the current year budget and is the budget against which final year-end actual amounts are compared. It is prepared, submitted, and considered by the Board at the same time as the ***Proposed Budget*** for the upcoming fiscal year.

**Committee Recommendation:**

The Governance and Finance Committee met June 14, 2023, and recommended approval of the FY2022-23 Estimated Budget and the FY2023-24 Proposed Budget and assumptions as presented in the meeting materials.

# The University of Memphis Board of Trustees

Recommendation

For Approval

**Date:** June 14, 2023

**Committee:** Governance and Finance Committee

**Item:** FY24 Tuition Recommendation

**Presented by:** Raaj Kurapati, Executive Vice President / Chief Operating and Financial Officer

**Background:**

Under the FOCUS Act, the Tennessee Higher Education Commission (THEC) now sets a binding range each year in which institutions can increase undergraduate in-state tuition, as well as a binding range for the combined undergraduate in-state tuition plus mandatory fees. For 2023-24, THEC approved both of these ranges in-state UG students at 0.0% – 3.0% at its May 11, 2023, Commission meeting.

| Proposed Tuition & Mandatory Fee Increase | Annual Amount | | |
|---|---|---|---|
| | In-State | OOS | Int'l |
| Undergraduate | 2.86% | 3.44% | 3.83% |
| | $288 | $600 | $870 |
| Graduate | 2.82% | 3.42% | 3.79% |
| | $340 | $560 | $780 |
| Law | 2.39% | 2.98% | 3.25% |
| | $462 | $726 | $924 |

**Committee Recommendation:**

For FY24, the Governance and Finance Committee recommends approval for the proposed tuition and mandatory fee increases as presented in the meeting materials.

# 9. Additional Business

Presented by Doug Edwards

## 10. Adjournment

Presented by Doug Edwards