

**FEE REFUNDS AND APPEALS COMMITTEE
ANNUAL REPORT
JULY 2016**

INTRODUCTION

The current University Standing Committee on Fee Refunds and Appeals was appointed by Mr. David Zettergren, Vice President for Business and Finance, on November 2, 2015.

The committee Chair is Ms. **Colis Chambers**, Director, Student Affairs Finance.

The remaining committee members are: **Dr. Bryna Bobick** (Faculty Senate Representative), **Alfreda Davis** (Staff Senate Representative), **Joy Goldsmith**, (Faculty Senate Representative), **DeAnna Owens**, (Faculty Senate Representative), **Felicia Roddy-Jackson**, (Staff Senate Representative), **Courtney Blanchard**, (Student Representative), **Raven Jones**, (Student Representative) and **Jordan Max**, (Student Representative).

Helen Johnson, Manager, Programs & Campus Card Administration, also served as an ex-officio member of the committee.

COMMITTEE MEETINGS

The current committee met on one (1) occasion. This committee meeting occurred on February 5, 2016. The results of this committee meeting are summarized below.

RESULTS OF COMMITTEE MEETINGS

Meeting of February 5, 2016

Total Appeals Addressed:	1
Appeals Denied:	1
Appeals Upheld (Partial):	0

The committee determined the appellant had previously received the proper disposition of their initial appeal, in accordance with University policies and procedures.

SUMMARY

During the past year, Fee Refunds and Appeals Committee met on one (1) occasion and reviewed one (1) student appeal. In this case, it appeared the initial review of the appellant's claim received the proper review, consideration, and disposition, in accordance with federal, Tennessee Board of Regents, and University policies and procedures.

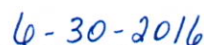
Each committee member takes an active role in committee meetings and attempts to review all appeals before the committee in a fair and consistent fashion.

The committee attempts to consider governing policies and procedures, as well as any individual, extraordinary circumstances that may have contributed to the situation before rendering any decision.

I sincerely appreciate each member's participation, judgement, and dedication to committee responsibilities.



Ms. Colis Chambers, Chairperson
University Standing Committee
Fee Refunds and Appeals



Date