

MINUTES
TENNESSEE HIGHER EDUCATION COMMISSION
Summer Quarterly Meeting
July 15, 2004, 1:30 p.m. CDT

The meeting was called to order by Chairman Jim Powell with the following Commission Members present:

General Wendell Gilbert	Mr. Kevin Teets
Ms. Debbie Koch via telephone	Mayor A C Wharton
Mr. John Morgan	Ms. Katie Winchester
Mr. Jack Murrah	Dr. Brad Windley
Mr. Jim Powell	Ms. Eleanor Yoakum
Mr. Dale Sims	

Introductions

Mr. Powell called on Dr. Richard Rhoda, Executive Director, to make introductions. Dr. Rhoda first recognized and welcomed Mr. Jack Murrah as a new member of the Commission representing the Third Congressional District. Dr. Rhoda noted that Mr. Murrah has been on the staff of the Lyndhurst Foundation since 1978 and has served as President of the Foundation since 1989. He also noted that Mr. Murrah is active in a number of civic organizations.

Dr. Rhoda next introduced Dr. John Petersen, President of the University of Tennessee. He congratulated Dr. Petersen on his appointment and welcomed him to the Commission meeting. Dr. Rhoda also pledged the support of the Commission and staff to Dr. Petersen as he assumes leadership of the University.

Dr. Rhoda also introduced two president emeriti attending the meeting as well as new staff members. Specifically, he welcomed Dr. Hal Ramer and Dr. Roy Nicks to the meeting. New staff introductions included Mr. Tom Samuel, Associate Executive Director of Health Affairs, Ms. Tiffany Geasley, Interim Information Resources Support Specialist and two graduate student interns, Mr. Jonathan Thornhill and Mr. Loren Henderson.

Mr. Kevin Teets was recognized for the purpose of introducing his guest, Mr. Vincent Millard who Mr. Teets had mentored in the Governor's School for the Humanities.

Approval of Minutes, April 15 and June 7, 2004 Meetings

Mr. Powell asked for a motion to approve the minutes of the April 15 and June 7, 2004, Commission meetings. Mayor A C Wharton made the motion which was seconded by Dr. Brad Windley. The motion was duly adopted.

Adoption of Agenda

Mr. Powell called for a motion to adopt the agenda. The motion was made by Ms. Katie Winchester and seconded by Dr. Windley. The motion was duly adopted.

Chairman's Report

Mr. Powell began his report by recognizing Ms. Winchester to provide an update on the activity of the ad hoc committee created for the purpose of enabling the Commission members to become more informed on the nature of work performed by the Commission staff. Ms. Winchester reported that the committee had met on two occasions to review and discuss the Commission's statutory responsibilities and staff organization and responsibilities. She indicated that the Commission and staff are functioning efficiently and that this process will provide more direct contact between Commission members and staff. She further indicated that the responsibilities of the committee would be on-going and that further reports will be made.

Mr. Powell recognized Mr. Omar Lopez to introduce Dr. Sidney McPhee, President of Middle Tennessee State University who made a presentation on the Honor's College at MTSU. Dr. McPhee thanked Mr. Powell, Dr. Rhoda and the Commission for giving him the opportunity to highlight the Honors College, which he described as one of MTSU's outstanding programs. Dr. McPhee introduced Mr. Paul Martin, the first honors graduate from MTSU who, along with his brother Lee Martin, donated \$2 million dollars toward the construction of the Honors College facility. He also introduced the interim dean of the college, Dr. Phil Mathis. Dr. McPhee then proceeded to give an in-depth report on the program.

Executive Director's Report

Dr. Rhoda began his report by thanking Dr. McPhee for his comments to the Commission. He also expressed his appreciation to Ms. Winchester for her leadership of the ad hoc committee as well as appreciation to the full Commission for their attendance and participation in the workshop held earlier in the day.

Dr. Rhoda recognized Mr. William Arnold, Director of Interagency Grants and Research to update the Commission on the Minority Teacher

Education grant awards. Mr. Arnold indicated that the original awards had been made based on an anticipated budget reduction. He announced that because of the additional funding the awards were increased by a total of \$32,000 to grant recipients as indicated on the information previously provided to the Commission, which is Attachment A to these minutes. The MTE awards for the 2004-2005 academic year now totals \$232,000.

Systems' Reports

Tennessee Board of Regents

Dr. Charles Manning, Chancellor of the Tennessee Board of Regents, was recognized. Chancellor Manning spoke about the efforts of the institutions that make up the Board of Regents system to work together as a collaborating and integrated system of education as they collectively seek to raise the education and skill levels of Tennesseans. He shared with the Commission nine specific projects TBR has on its 2004-2005 agenda.

University of Tennessee

Dr. John Petersen, President of the University of Tennessee, upon being recognized, expressed his appreciation for the warm response he has received since coming to Tennessee. He indicated that he has made tours of each of the UT campuses and is excited about what he has seen and the potential for further excellence at each campus. Dr. Petersen expressed his intent to work toward getting students interested in higher education at an earlier age. One strategy would entail building partnerships through community and business leaders throughout the state.

Dr. Petersen concluded his remarks by noting several recent accomplishments of, and recognitions received by, the various campuses.

Tennessee Student Assistance Corporation

Mr. Tom Zminkowski, Assistant Executive Director, made this presentation on behalf of the Executive Director, Mr. Michael Roberts. Mr. Zminkowski provided the Commission with an update on the various programs administered by TSAC. The focus of his report was on the lottery scholarship program, specifically the number of applications and the anticipated scholarships that would be awarded during the upcoming academic year.

Academic Affairs

New Academic Programs

Dr. Linda Bradley, Associate Executive Director for Academic Affairs, presented information concerning seven new academic programs:

- University of Tennessee at Knoxville, Ph.D. in Industrial and Information Engineering;
- University of Tennessee at Knoxville, Ph.D. and M.S. in Computer Engineering;
- University of Tennessee at Chattanooga, Ed.D. in Learning and Leadership;
- Austin Peay State University, M.S. in Management;
- Middle Tennessee State University, B.A. in Art History;
- Southwest Tennessee Community College, A.A.S. in Biotechnology; and
- Nashville State Technical Community College, Technical Certificate in Entrepreneurship.

Dr. Bradley reviewed the documentation in support of these new programs and highlighted the more relevant points. Dr. Windley made a motion to approve the programs as presented. Ms. Winchester seconded the motion, which was duly adopted.

Post Approval Monitoring

Dr. Bradley presented as an informational item the status of academic programs approved between July 2003 and April 2004 pursuant to Commission policy. She advised the Commission that the low producing programs will continue to be monitored by staff and a report made at the Commission's January 2005 meeting.

Review of Chairs of Excellence and Centers of Excellence Programs

Dr. Bradley advised the Commission of an upcoming review of the various Chairs and Centers of Excellence. It is the intent of the Commission staff to first establish a coordinated review cycle and then review each program to determine whether they are effective and productive. Dr. Bradley announced the formation of an ad hoc committee to assist staff in developing criteria by which to evaluate each program. The committee will include representatives of each system, two- and four-year institutions as well as Commission staff.

Update on the Tennessee College of Public Health

Mr. Samuel updated the Commission on progress toward the public health initiative. He advised them of his efforts to meet with the Commissioner of the Department of Health as well as meetings he had with the UT medical units and TBR.

In a related matter, Mr. Samuel advised the Commission of the need to review the level of pharmacy education offered in Tennessee as contrasted with the need. He indicated that because TBR has had discussions about seeking approval of a new pharmacy school at East Tennessee State University, and similar talks are underway related to expanding the UT pharmacy school, he was in the process of setting

appointments with key stakeholders in the matter to determine the most efficient method of proceeding on this issue.

Postsecondary Education Authorization

Temporary Authorization of New Institutions, Approval of New Programs Under the Postsecondary Authorization Act and Recommendations for Appointment to the Postsecondary Education Authorization Committee

Dr. Stephanie Bellard, Assistant Executive Director of Postsecondary Authorization presented the recommendation of staff and the Postsecondary Authorization Advisory Committee to grant temporary authorization to new institutions and approval of new programs. These are found in Attachment B to these minutes.

Additionally, Dr. Bellard presented the staff recommendation that Ms. Denise Bentley, Ms. Vicki Burch, Mr. Galon Hall, and Mr. Steven South be reappointed to the Postsecondary Education Authorization Committee for three year terms that will extend through June 30, 2007. Dr. Bellard indicated that with these appointments there will be one vacancy on the Committee.

Dr. Windley moved to approve the respective recommendations. The motion was seconded by Ms. Eleanor Yoakum and duly adopted by the Commission.

Fiscal Affairs

Consideration of FY 2004-2005 Operating Budgets

Mr. Jim Vaden, Associate Executive Director for Fiscal Affairs presented the FY 2004-2005 operating budgets as submitted by each institution through the respective governing boards. He noted the excellent job each had done in preparing the budgets. Mr. Vaden also noted with appreciation the efforts each system made to redistribute to the educational units the additional appropriation received in lieu of reductions.

Mr. John Morgan, Comptroller of the Treasury, pointed out that the current year appropriation for operating expenses was equal to that appropriated for the previous year's appropriation and that there were significant appropriations for capital outlay and maintenance this year. He noted that as the revenue collections exceeded anticipated growth for the FY 2003-2004 year the legislature was able to provide these additional appropriations for higher education.

Mr. Dale Sims, State Treasurer, inquired about the status of the study of the fundraising capacity of our higher education institutions, which the Commission is charged to perform through language in the appropriations bill. Dr. Rhoda advised that the staff had begun work on

the project that will result in a profile of each institution's capacity for fundraising and that it will be completed for submission in December.

Dr. Windley made a motion to approve the FY 2004-2005 operating budgets and submit them to the Commissioner of Finance and Administration. Ms. Winchester seconded the motion and it was duly adopted.

Presentation of the Dyersburg State Community College Campus Master Plan

Mr. Vaden introduced Mr. Jerry Preston, Executive Director of the Tennessee Board of Regents Division of Facilities Development who made a presentation to the Commission on the revised campus master plan for Dyersburg State Community College. After pointing out the major elements of the master plan he introduced Dr. Karen Boyer, President of DSCC. Dr. Boyer expressed her excitement about the new master plan that will aid the institution in meeting the demands that come with the growth experienced by the college.

Mr. Vaden recommended approval of the master plan. Mr. Sims moved to adopt the recommendation of the staff to approve the master plan. Ms. Yoakum seconded the motion and it was duly adopted.

Policy Revisions

Public Necessity and Permanent Rule Revision - Chapter 1540-1-4, Public Higher Education Fee Waivers for State Employees

Mr. Will Burns, Associate Executive Director for Legal and Regulatory Affairs, reviewed with the Commission the public necessity and permanent rule revisions to implement changes made by Public Chapter 883, Acts of 2004. In 1990, the General Assembly passed legislation to allow state employees to take one course at any public postsecondary institution for which the standard fees for the course are waived. As passed, the law now extends this provision to allow use of the fee waiver for courses taken at the Tennessee Foreign Language Institute. The law also extends the fee waiver to state legislators. He also noted housekeeping changes that are included.

Mr. Burns advised the Commission that both sets of rules are identical, but the public necessity rules will take effect immediately upon being filed with the Secretary of State and will therefore provide rules to be in effect for the Fall 2004 semester. The rule changes are reflected in Attachment C to these minutes.

Ms. Winchester moved to adopt the rules as presented and the motion was seconded by Ms. Yoakum. The rules were approved by the following roll call vote:

	Aye	No	Absent
Riley Darnell	_____	_____	_____X_____
Wendell Gilbert	_____X_____	_____	_____
Ransom Jones	_____	_____	_____X_____
Debby Koch	_____X_____	_____	_____
John Morgan	_____X_____	_____	_____
Jack Murrah	_____X_____	_____	_____
Jim Powell	_____X_____	_____	_____
Dale Sims	_____X_____	_____	_____
Kevin Teets	_____X_____	_____	_____
A C Wharton, Jr.*	_____	_____	_____X_____
Katie Winchester	_____X_____	_____	_____
Brad Windley	_____X_____	_____	_____
Eleanor Yoakum	_____X_____	_____	_____

*Left meeting before vote was taken.

Public Necessity and Permanent Rule Revision - Chapter 1540-1-5,
Public Higher Education Fee Discounts for Children of Licensed Public
School Teachers and State Employees

Mr. Burns also reviewed with the Commission the public necessity and permanent rule revisions to implement changes made by Public Chapter 475, Acts of 2004. He noted that in 1990 the General Assembly also passed legislation to grant the children of state employees a 25 percent tuition discount at any public postsecondary institution. Since that time

the legislature has extended the benefit to other groups including the children of public school teachers. Public Chapter 475 extends the benefit to the children of public school teachers whose parent/teacher dies while the student is receiving the discount, as if the parent/teacher had not died, as long as the student is otherwise eligible. Mr. Burns also noted to the Commission various housekeeping changes that were being made. Additionally, as with the fee waiver rules, he noted the need for both sets of identical rules. The rule changes are reflected in Attachment D to these minutes.

Dr. Windley made a motion to adopt the rules as presented and this motion was seconded by Ms. Yoakum. The motion was adopted by the following roll call vote.

	Aye	No	Absent
Riley Darnell	_____	_____	X _____
Wendell Gilbert	X _____	_____	_____
Ransom Jones	_____	_____	X _____
Debby Koch	X _____	_____	_____
John Morgan	X _____	_____	_____
Jack Murrah	X _____	_____	_____
Jim Powell	X _____	_____	_____
Dale Sims	X _____	_____	_____
Kevin Teets	X _____	_____	_____
A C Wharton, Jr.*	_____	_____	X _____
Katie Winchester	X _____	_____	_____

Administrative Items

Election of 2004-2005 Officers

Mr. Powell called on Ms. Winchester to make a report from the ad hoc committee relative to nominations for Commission officers. Ms. Winchester noted that the committee had met and nominated the following slate of officers:

Mr. Jim Powell – Chairman
Mayor A C Wharton – Vice Chairman
Dr. Brad Windley – Vice Chairman
Ms. Debbie Koch – Secretary

The nomination was seconded by Ms. Yoakum and duly adopted by the Commission

Fall Commission Meeting

Dr. Rhoda announced that the Commission was next scheduled to meet on Thursday, November 18, 2004, at a time and location to be determined.

There being no further business, Mr. Powell declared the meeting adjourned.

Attachment A
MTE Supplement

The Minority Teacher Education Grant program is a matching grant program that supports pilot projects designed to expand the recruitment pool for minority teachers throughout the state. All Tennessee higher education institutions with approved teacher certification programs are eligible to apply. Successful proposals included the following components:

- Recruitment strategies targeting non-traditional groups (e.g., teacher aides, substitute teachers, in-school suspension teachers, and ex-military personnel presently not certified);
- Intervention strategies for successful test completion; and
- Partnerships with local K-12 education agencies.

This program, created and funded by the Tennessee Legislature, has been administered by the Commission since 1989. The 2004-2005 appropriation totals \$232,000. The Advisory Committee for the program is included on the following page as Attachment A.

SUPPORTING DOCUMENTATION INCLUDED: At its April 15, 2004 meeting, the Commission approved nine grants totaling \$200,284. This amount was based on an expected 5 percent reduction in the state budget. Because higher education did not receive the reduction, the full amount of \$232,000 was available for MTE awards. The supplemental awards were based on grants that were previously funded and possessed a proven record of success.

OTHER SUPPORTING DOCUMENTS AVAILABLE:

The amended amounts are as follows:

Austin Peay State University	\$22,500
East Tennessee State University	\$22,800
Middle Tennessee State University	\$17,100
University of Memphis	\$35,700
University of Tennessee	\$36,100

Unamended Awards are as follows:

Freed-Hardeman University	\$27,400
Milligan College	\$24,500
Tennessee State University	\$23,500
University of Tennessee at Martin	<u>\$22,400</u>
	\$232,000

**Attachment B
Postsecondary School Authorization
New Institutions**

A. Cumberland Institute for Wellness Education Brentwood, TN

Change of Ownership:

Cumberland Institute for Wellness Education is located at 500 Wilson Pike Circle, Suite 121 in Brentwood, Tennessee. The institution is a for profit corporation that has been authorized by THEC since August of 1993.

The institution was sold on April 1, 2004 to M. Chris Murov and Mary McDaniel.

The school will offer one program already approved by THEC:

Diploma [Massage Therapy](#)

The school does not participate in Title IV funding.

B. Delta Technical College Southaven, MS

Delta Technical College is located at 1090 State Line Road in Southaven, Mississippi. The school is a for-profit corporation that is accredited by the Accrediting Commission of Career Schools and Colleges of Technology (ACCSCCT).

The school will offer two programs.

Program: Medical Assistant
Credential Awarded: Diploma
Length of Program: 880 contact hours (9-months)

Program: HVACR Technician
Credential Awarded: Diploma
Length of Program: 720 contact hours (9-months)

The school participates in Title IV funding.

C. Medical Institute of Technology Clarksville, TN

Medical Institute of Technology – Clarksville is located at 110 Main Street in Clarksville, Tennessee. The school is a for-profit corporation; classes will be available at their authorized location in Clarksville.

The school will offer one program.

Program: Nurse Aide

Credential Awarded: Certificate of Completion
Length of Program: 140 contact hours (9-weeks)

The school does not participate in Title IV funding.

D. Medical Institute of Technology

Madison, TN

Medical Institute of Technology – Madison is located at 223 Madison Street in Madison, Tennessee. The school is a for-profit corporation; classes will be available at their authorized location in Madison.

The school will offer one program.

Program: Nurse Aide
Credential Awarded: Certificate of Completion
Length of Program: 140 contact hours (9-weeks)

The school does not participate in Title IV funding.

E. Walden University

Minneapolis, MN

Walden University is located at 155 Fifth Avenue, South in Minneapolis, Minnesota. The school is a for-profit corporation that is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools (NCA). This is a recruitment only institution and all classes will be available on-line.

The school will offer seven programs.

Program: Education Technology
Credential Awarded: Doctor of Philosophy
Length of Program: 128 quarter credit hours (5-years)

Program: General Education
Credential Awarded: Doctor of Philosophy
Length of Program: 128 quarter credit hours (5-years)

Program: Education – Knowledge Management
Credential Awarded: Doctor of Philosophy
Length of Program: 128 quarter credit hours (5-years)

Program: Elementary Reading and Literacy
Credential Awarded: Master of Science
Length of Program: 30 semester credit hours (3-years)

Program: Curriculum, Instruction, and Assessment
Credential Awarded: Master of Science
Length of Program: 30 semester credit hours (3-years)

Program: Integrating Technology in the Classroom
Credential Awarded: Master of Science
Length of Program: 30 semester credit hours (3-years)

Program: Education – Middle Level Education
Credential Awarded: Master of Science
Length of Program: 30 semester credit hours (3-years)

The school participates in Title IV funding.

New Programs

A. Draughons Jr. College

Murfreesboro, TN

Draughons Junior College - Murfreesboro is seeking authorization for one new program, an Associate of Applied Science in Pharmacy Technology. The program will be taught by faculty from their authorized site in Murfreesboro, Tennessee.

Program: Pharmacy Technology
Credential Awarded: Associate of Applied Science
Length of Program: 63 semester credit hours (20 months)

The school participates in Title IV funding.

B. Nashville Auto-Diesel College

Nashville, TN

Nashville Auto-Diesel College is seeking authorization for six new Associate of Applied Science programs in: Automotive and Diesel Technology, Automotive and Diesel Technology with High Performance, Automotive and Diesel Technology with High Performance Fabrication, Collision Repair and Refinishing Technology, Collision Repair and Refinishing Technology with High Performance Fabrication, and Master Automotive and Master Diesel Technology; one new Associate of Occupational Studies program in Automotive and Diesel Service Management and six new Diploma programs in: Automotive with Diesel Technology, Automotive and Diesel Technology with High Performance, Automotive and Diesel Technology with High Performance Fabrication, Collision Repair and Refinishing Technology, Collision Repair and Refinishing Technology with High Performance Fabrication, and Master Automotive and Master Diesel Technology. The programs will be taught by faculty from their authorized site in Nashville, Tennessee.

Program: Automotive and Diesel Technology
Credential Awarded: Associate of Applied Science
Length of Program: 88.5 semester credit hours (20.5 months)

Program: Automotive and Diesel Technology With High Performance
Credential Awarded: Associate of Applied Science
Length of Program: 106.5 semester credit hours (23.5 months)

Program:	Automotive and Diesel Technology with High Performance Fabrication
Credential Awarded:	Associate of Applied Science
Length of Program:	102.5 semester credit hours (23.5 months)
Program:	Collision Repair and Refinishing Technology
Credential Awarded:	Associate of Applied Science
Length of Program:	88.5 semester credit hours (20.5 months)
Program:	Collision Repair and Refinishing Technology with High Performance Fabrication
Credential Awarded:	Associate of Applied Science
Length of Program:	103 semester credit hours (23.5 months)
Program:	Collision Repair and Refinishing Technology with High Performance Fabrication
Credential Awarded:	Associate of Applied Science
Length of Program:	103 semester credit hours (23.5 months)
Program:	Automotive and Diesel Service Management
Credential Awarded:	Associate of Occupational Studies
Length of Program:	96 semester credit hours (17.5 months)
Program:	Automotive with Diesel Technology
Credential Awarded:	Diploma
Length of Program:	65.5 semester credit hours (13 months)
Program:	Automotive and Diesel Technology with High Performance
Credential Awarded:	Diploma
Length of Program:	83.5 semester credit hours (15 months)
Program:	Automotive and Diesel Technology with High Performance Fabrication
Credential Awarded:	Diploma
Length of Program:	79.5 semester credit hours (15 months)
Program:	Collision Repair and Refinishing Technology
Credential Awarded:	Diploma
Length of Program:	65.5 semester credit hours (12 months)
Program:	Collision Repair and Refinishing Technology with High Performance Fabrication
Credential Awarded:	Diploma
Length of Program:	80 semester credit hours (15 months)
Program:	Master Automotive and Master Diesel Technology
Credential Awarded:	Diploma
Length of Program:	79 semester credit hours (15 months)

The school participates in Title IV funding.

C. National Education Training Centers, LLC

Memphis, TN

National Education Training Centers, LLC is seeking authorization for two new certificate of completion programs in Electrocardiography Technician Training (EKG) and Phlebotomy Technician Training. The programs will be taught by faculty from their authorized site in Memphis, Tennessee.

Program: Electrocardiography Technician Training (EKG)
Credential Awarded: Certificate of Completion
Length of Program: 200 contact hours (5 weeks)

Program: Phlebotomy Technician Training
Credential Awarded: Certificate of Completion
Length of Program: 200 contact hours (6 weeks)

The school does not participate in Title IV funding.

D. New Horizons Computer Learning Center

Knoxville, TN

New Horizons Computer Learning Center – Knoxville is seeking authorization for one new certificate of completion program in Desktop Support Specialist. The program will be taught by faculty from their authorized site in Knoxville, Tennessee.

Program: Desktop Support Specialist
Credential Awarded: Certificate of Completion
Length of Program: 208 contact hours (6 months)

The school does not participate in Title IV funding.

E. New Horizons Computer Learning Center

Memphis, TN

The New Horizons Computer Learning Center – Memphis is seeking authorization for four new programs, a Diploma in Healthcare Information Management (HCIM) Premier Program with a Specialization in Medical Coding and three Certificate of Completion Programs in: Healthcare Information Management (HCIM) Advanced Program: Medical Coding & Billing Associate, Healthcare Information Management (HCIM) Specialist Program Medical Front Office Assistant and Applications. The programs will be taught at their authorized site in Memphis, Tennessee.

Program: Healthcare Information Management (HCIM) Premier Program: Specialization in Medical Coding
Credential Awarded: Certificate of Completion
Length of Program: 704 contact hours (1 year)

Program: Healthcare Information Management (HCIM) Advanced Program: Medical Coding & Billing Associate
Credential Awarded: Certificate of Completion

Length of Program: 512 contact hours (8 months)

Program: Healthcare Information Management (HCIM) Specialist
Program Medical Front Office Assistant

Credential Awarded: Certificate of Completion

Length of Program: 416 contact hours (6 months)

Program: Applications Program

Credential Awarded: Certificate of Completion

Length of Program: 672 contact hours (1 year)

The school does not participate in Title IV funding.

F. New Horizons Computer Learning Center Nashville, TN

New Horizons Computer Learning Center – Nashville is seeking authorization for three new programs, a Diploma in Healthcare Information Management (HCIM) Premier Program with Specialization in Medical Coding and two Certificate of Completion Programs in Healthcare Information Management (HCIM) Advanced Program: Medical Coding & Billing Associate and Healthcare Information Management (HCIM) Specialist Program Medical Front Office Assistant. These programs will be taught by faculty from their authorized site in Nashville, Tennessee.

Program: Healthcare Information Management (HCIM) Premier
Program: Specialization in Medical Coding

Credential Awarded: Certificate of Completion

Length of Program: 704 contact hours (1 year)

Program: Healthcare Information Management (HCIM) Advanced
Program: Medical Coding & Billing Associate

Credential Awarded: Certificate of Completion

Length of Program: 512 contact hours (8 months)

Program: Healthcare Information Management (HCIM) Specialist
Program Medical Front Office Assistant

Credential Awarded: Certificate of Completion

Length of Program: 416 contact hours (6 months)

The school does not participate in Title IV funding.

G. South College Knoxville, TN

South College is seeking authorization for one new program, a Master of Science in Radiology Practitioner Assistant. The program will be taught by faculty from their authorized site in Knoxville, Tennessee.

Program: Radiology Practitioner Assistant

Credential Awarded: Master of Science

Length of Program: 100 quarter credit hours (88 weeks)

The school participates in Title IV funding.

H. Southern Massage Institute

Collierville, TN

Southern Massage Institute is seeking authorization for one new program in Massage Therapy. The program requires 750 contact hours and will replace the currently authorized 550 contact hours Massage Therapy program. The program will be taught by faculty from their authorized site in Collierville, Tennessee. A portion of the program is distance education and will be taught by correspondence.

Program: Massage Therapy
Credential Awarded: Diploma
Length of Program: 750 contact hours (6 months)

The school does not participate in Title IV funding.

I. Tennessee Career College, LLC

Nashville, TN

Tennessee Career College, LLC is seeking authorization for one new program, a Certificate of Completion in Vision Care Technology. The program will be taught by faculty from their authorized site in Nashville, Tennessee.

Program: Vision Care Technology
Credential Awarded: Certificate of Completion
Length of Program: 300 contact hours (5 months)

The school participates in Title IV funding.

J. Troy State University

Clarksville, TN

Troy State University is seeking authorization for one new program, a Bachelor of Science in Criminal Justice. The program will be taught by faculty from their authorized site in Clarksville, Tennessee.

Program: Criminal Justice
Credential Awarded: Bachelor of Science
Length of Program: 120 semester credit hours (48-months)

The school participates in Title IV funding.

K. University of Phoenix

Cordova, TN

University of Phoenix – Memphis is seeking authorization for one new program, a Master of Management. The program will be taught by faculty from their authorized site in Memphis, Tennessee.

Program: Management
Credential Awarded: Master of Management

Length of Program: 39 semester credit hours (20-months)

The school participates in Title IV funding.

L. Wyoming Technical Institute

Blairsville, PA

Wyoming Technical Institute – Blairsville, PA is seeking authorization for four new Associate in Specialized Technology programs: Automotive Technology with Chassis Fabrication and Management; Automotive Technology with Street Rod and Management; Collision/Refinishing Technology with Chassis Fabrication and Management; and Collision/Refinishing Technology with Street Rod and Management. The programs will be taught by faculty from their authorized site in Blairsville, Pennsylvania.

Program: Automotive Technology with Chassis Fabrication and Management

Credential Awarded: Associate in Specialized Technology

Length of Program: 96 semester credit hours (11 months)

Program: Automotive Technology with Street Rod and Management

Credential Awarded: Associate in Specialized Technology

Length of Program: 93 semester credit hours (11 months)

Program: Collision/Refinishing Technology with Chassis Fabrication and Management

Credential Awarded: Associate in Specialized Technology

Length of Program: 92 semester credit hours (11 months)

Program: Collision/Refinishing Technology with Street Rod and Management

Credential Awarded: Associate in Specialized Technology

Length of Program: 89 semester credit hours (11 months)

The school participates in Title IV funding.

Attachment C
RECOMMENDED PUBLIC NECESSITY AND PROPOSED RULE REVISIONS
CHAPTER 1540-1-4
PUBLIC HIGHER EDUCATION FEE WAIVERS FOR STATE EMPLOYEES

1540-1-4-.01	Definitions
1540-1-4-.02	Eligibility
1540-1-4-.03	<u>Limitations</u>
1540-1-4-.04	Appeals Procedures
1540-14-.05	Precedence of the Act

~~1540-1-4-.01~~ — Introduction

~~These rules implement the provisions of the T.C.A. Title 8, Chapter 50, Part 1 in Public Chapter 1047 of the 1990 Public Acts (hereinafter called “the Act. The Act enables full time employees of the State of Tennessee to be eligible for enrollment in one course per term at any state supported college, or university or technology center without paying tuition charges, maintenance fees, debt service fees, student activity fees, or registration fees.~~

1540-1-4-.01 Definitions

~~(1) — Definitions. As used in these regulations:~~

- (1) Course: Undergraduate or graduate credit courses at a state supported college or university, and to certificate or diploma credit courses at the technology centers, or any course offered by the TFLI.
- (2) Full-time employees of the State of Tennessee or Employees: Employees of the executive, judicial or legislative branches of Tennessee state government scheduled to work one thousand nine hundred and fifty (1,950) hours or more per year ~~(hereinafter called “employee”).~~
- (3) Members of the General Assembly: Individuals currently holding office as a member of either the House of Representatives or Senate and elected pursuant to Article II of the Tennessee Constitution.
- (4) State supported college or university or technology centers ~~means~~ or Institution: Any institution operated by the University of Tennessee or the Tennessee Board of Regents which offers courses of instruction beyond the high school level ~~(hereinafter called “institution”).~~
- (5) Tennessee Foreign Language Institute or TFLI: Foreign language institute established by Tennessee Code Annotated Title 49, Chapter 50, Part 13.
- (6) Term: The timeframe in which a course is offered by the institution, and for purposes of these rules includes Fall, Spring, Summer and special session terms, as defined by the individual universities and colleges. It is the intent of these rules that over the course of special session terms and the two Summer semester terms an employee or member of the General Assembly will be limited to no more than two courses, the instruction periods of which shall not overlap. For the technology centers and the TFLI, “term” refers to a three month reporting period. The four terms are:
 - July 1 - September 30
 - October 1 - December 31
 - January 1 - March 31
 - April 1 - June 30
- (7) ~~“tuition charges, maintenance fees, debt service fees, student activity fees or registration fees: are fees to be waived for eligible employees.~~ Fees that are waived by this program are defined as follows:

- (a) Debt service fees: An additional charge to students for the retirement of indebtedness and may be included in the maintenance fee charges.
- (b) Maintenance fees: Fee charged to students enrolled in credit courses. It is an enrollment or registration fee and is calculated based on the number of student credit hours for which the student enrolls.
- (c) Registration fees: Maintenance fees as described above.
- (d) Student activity fees: Student charges in addition to tuition and maintenance fees and are based on the credit hour enrollment of the student. Some institutions include student activity fees in the maintenance fees rather than as a separate charge. Student activity fees support health services, athletics, student newspapers and social and cultural events.
- (e) Tuition charges: An additional fee charged to students classified as non-residents and is in addition to the maintenance fee.

Authority: T.C.A. §8-50-114

1540-1-4-.02 Eligibility

- (1) Full-time employees of the State of Tennessee and members of the General Assembly shall be eligible to enroll in one course per term at any state supported college, university or technology center, or the Tennessee Foreign Language Institute without paying tuition charges, maintenance fees, student activity fees, or registration fees.
- (2) Eligibility for the fee waiver shall be determined as of the first day of classes for the term as determined by the institution or TFLI. The employee must be a full-time employee of the State of Tennessee with six months or more of continuous state service and the member of the General Assembly must meet the other provisions of this chapter and be eligible for enrollment at the institution for which a fee waiver is sought according to the academic rules and regulations of the institution or the TFLI to receive the fee waiver. The employee must also have six months or more of continuous service as a full-time employee to receive the fee waiver. A change in employment status after the first day of classes will affect eligibility for the fee waiver only for subsequent terms.

Authority: T.C.A. §8-50-114

1540-1-4-.03 Limitations

- (1) Fee waivers are limited to one course per term. Fees will not be waived for non-credit or correspondence courses. Employees are not eligible for fee waivers at more than one institution per term. For the purposes of this paragraph, the term "institution" shall include the TFLI.
- (2) Fees and charges which will not be waived include the cost of books or other course materials which are retained by the student, application fees, ~~applied music fees, lab fees,~~ off-campus facilities fees, parking fees, ~~and~~ traffic fines, and fees assessed that are applied to the cost of the course or which directly support the department offering the course such as applied music fees, lab fees, fees assessed to off-set the cost of offering distance education courses or courses offered in a particular discipline.
- (3) Fees will not be waived for programs for which part-time or course by course enrollment is prohibited as determined by the institutions. Examples include, but are not limited to, programs of law, medicine, dentistry, pharmacy, and veterinary medicine.
- (4) The fee waiver program described ~~herein~~ in this chapter may not be used in conjunction with any other fee waiver or discount program.

- (5) At the time of enrollment, the employee must have a completed state employee fee waiver form signed by his or her employer certifying that the applicant is a full-time employee with at least six months of continuous service. Forms are available at the higher education institutions or on the Commission's website, <www.state.tn.us/thec>.
- (6) Enrollment may be limited or denied by the college, university, ~~or~~ technology center, or the TFLI on an individual basis according to space availability.
- (7) No tuition paying student shall be denied enrollment in a course because of state employee enrollments pursuant to this Act.
- ~~(8) Fee waivers described herein will be available beginning with the Fall 1990 term as defined by the institutions.~~
- (9) Rights and privileges provided to full-time employees of the state university and community college system and the University of Tennessee pursuant to T.C.A. § 49-7 shall not be affected or diminished by the Act.
- (10) The Higher Education Commission ~~will have the authority to~~ shall develop a methodology for allocating appropriations to reimburse institutions and the TFLI for ~~enrollments related to the Act~~ fees waived pursuant to this program.

Authority: T.C.A. §8-50-114

1540-1-4-.04 Appeals Procedures

Appeals regarding the determination of eligibility of the applicant will be available in a manner consistent with institutional procedures now in place for admissions decisions.

Authority: T.C.A. §8-50-114

~~1540-1-4-.05 Precedence of the Act~~

~~The rules are subordinate to the Act and are intended to facilitate its implementation. Any portion of these regulations which are adjudicated as contrary to law are to be considered null and void. All other portions of these rules shall be severed therefrom and considered in full force.~~

Attachment D
RECOMMENDED PUBLIC NECESSITY AND PROPOSED RULE REVISIONS
CHAPTER 1540-1-5
PUBLIC HIGHER EDUCATION FEE DISCOUNTS FOR CHILDREN OF
LICENSED PUBLIC SCHOOL TEACHERS AND STATE EMPLOYEES

1540-1-5-.01	Definitions
1540-1-5-.02	Eligibility
1540-1-5-.03	<u>Limitations</u>
1540-1-5-.04	Appeals Procedures
1540-1-5-.05	Precedence of the Act

1540-1-5-.01 Definitions

- (1) Child under the age of twenty-four: Dependent children, twenty-three years of age or younger, of certified public school teachers or employees of the State of Tennessee, ~~as herein defined~~, using the following criteria who are:
 - (a) The natural children or legally adopted children of the teacher or state employee.
 - (b) The stepchildren of the teacher or state employee living with the teacher or state employee in a parent/child relationship.
 - (c) Otherwise eligible and living in a parent/child relationship with the teacher or state employee, such as children of deceased parents who are being raised by a grandparent who is employed as a teacher or state employee.
 - (d) Children, as described in (a) through (c) above, of a teacher who died while employed as a public school teacher, and who are utilizing the benefit at the time of the parent/teacher's death.
- (2) Certified teacher in any public school in Tennessee or Teacher: Teachers, supervisors, principals, superintendents and other personnel who are licensed by the Tennessee Department of Education or by a branch of the U.S. Armed Forces to teach Reserve Officer Training Corps, and employed by any local board of education, for service in public, elementary and secondary schools in Tennessee supported in whole or in part by state funds (~~hereinafter called "teacher"~~).
- (3) Deceased state employee: Persons who at the time of their death were full-time employees of the State of Tennessee.
- (4) Full-time teachers or Teacher: School employees whose position requires them to be on the job on school days throughout the school year at least the number of hours during which schools in the local board of education agency are in session.
- (4) Full-time supervisors, principals, superintendents and other personnel: School employees who are licensed by the Tennessee Department of Education whose current assignments, regardless of their classification, require his or her services each working day at least a number of hours equal to ~~the number of hours of~~ a regular working day.
- (5) Full-time employees of the State of Tennessee: Employees of the executive, judicial, or legislative branches of Tennessee state government scheduled to work one thousand nine hundred and fifty (1,950) hours or more per year.
- (6) Maintenance fees: Fees charged to students enrolled in credit courses. It is an enrollment or registration fee and is calculated based on the number of student credit hours for which the student

enrolls. Alternatively, at technology centers this term refers to program fees. Tuition does not include application for admission fees, student activity fees, debt service fees, lab fees, applied music fees, the cost of books or other course materials, dormitory charges, or meal plans.

- (7) Retired state employee: Employees of the State of Tennessee who retire after a minimum of twenty-five (25) years of full-time creditable service, although he or she may be deceased at the time the child seeks the benefit provided by this chapter.
- ~~(8) Tuition: Undergraduate maintenance fees or area school program fees.~~
- (9) State operated institution of higher learning or Institution: Any institution operated by the University of Tennessee or the Tennessee Board of Regents which offers courses of instruction beyond the high school level ~~(hereinafter called "institution").~~

1540-1-5-.02 Eligibility

- (1) The successful applicant for a student fee discount must meet all of the following:
 - (a) Be twenty-three years of age or under;
 - (b) Be a child of a teacher or state employee or deceased state employee in Tennessee as defined in this chapter;
 - (c) Be eligible according to the regulations ~~as described herein~~ in this chapter; and
 - (d) Be eligible for enrollment at the institution for which a student fee discount is sought according to the academic rules and regulations of the institution.
- (2) Eligible children may enroll in any number of courses up to and including full-time study.
- (3) Fee discounts are only available for courses classified as undergraduate as defined by the institutions.
- (4) Eligibility for the discount will be based on the employment status of the teacher or state employee and the age of the child on the first day of classes for the term as determined by the institution ~~will be used to determine eligibility for a student fee discount for that term.~~ A change in employment status or the child's age after the first day of classes will affect eligibility for the discount only for subsequent terms.
- (5) At the time of enrollment, the student must present a completed form for children of teachers or state employees certifying eligibility to receive a tuition discount. This form must be signed by the teacher or state employee, his or her employer, and the student. Forms are available at the public higher education institutions or at the Commission's website <www.state.tn.us/thec>. Children of retired state employees must have this form signed by a designated official of the State Treasury Department, Division of Retirement to verify that the identified state employee has retired with a minimum of twenty-five (25) years of creditable service. For children of state employees killed on the job or in the line of duty, the form must be signed by a designated official of the state agency at which the employee was last employed.

1540-1-5-.03 Limitations

- (1) Fee discounts will not be retroactive for prior terms. Fee discounts are available only by application and should be approved prior to the beginning of the term for which a discount is being sought.

- (2) The fee discount described herein by this chapter may not be used in conjunction with any other fee waiver or discount program. No eligible child shall receive a discount greater than twenty-five percent (25%) for any one term under the provisions of the programs described by this chapter.
- ~~(3) Fee discounts described herein will be available beginning with the Fall 1990 term for children of teachers and with the Fall 1992 term as defined by the institutions for children of state employees. Fee discounts for children of retired state employees or of state employees killed on the job or in the line of duty will be available beginning with the fall 1993 term.~~
- (4) The Higher Education Commission ~~will have the authority to~~ shall develop a methodology for allocating appropriations to reimburse institutions for actual fee discounts ~~under the provisions of the Act provided pursuant to this program.~~

1540-1-5-.04 APPEALS PROCEDURES.

Appeals regarding the determination of eligibility of the applicant will be available in a manner consistent with institutional procedures now in place for admissions decisions.

~~1540-1-5-.05 PRECEDENCE OF THE ACT.~~

~~These rules are subordinate to the Act and are intended to facilitate its implementation. Any portion of these regulations which are adjudicated as contrary to law are to be considered null and void. All other portions of these rules shall be severed therefrom and considered in full force.~~