

**Austin Peay State University
Title VI Compliance Report and
Implementation Plan
FY 2017-2018**



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2. Overview

Austin Peay State University is a comprehensive university committed to raising the educational attainment of the citizenry, developing programs and services that address regional needs, and providing collaborative opportunities that connect university expertise with private and public resources. Collectively, these endeavors contribute significantly to the intellectual, economic, social, physical, and cultural development of the region. APSU prepares students to be engaged and productive citizens, while recognizing that society and the marketplace require global awareness and continuous learning.

Austin Peay State University's current President is Dr. Alisa White. Please see **Appendix A** for the Organizational Chart of APSU.

Public Chapter 502 enacted by the General Assembly in 1993 mandates that any agency which receives federal assistance develop an implementation plan for enforcement and compliance with Title VI of the Civil Rights Act of 1964. APSU Policy 6:003 – Equal Opportunity, Affirmative Action, and Nondiscrimination (**Appendix B**) specifically states APSU's stance on discrimination. APSU Policy 6:004 – Discrimination and Harassment based on Protected Categories other than Sex – Complaint and Investigation Procedures (**Appendix C**) explains the complaint process for students, employees and third parties.

3. Responsible Officials

Alisa R. White, University President, has the overall responsibility for ensuring that Austin Peay State University complies with Title VI.

Alisa R. White, Signature

Pursuant to APSU Policy 6:003 Dr. White has designated Sheila M. Bryant, Director of Equal Opportunity and Affirmative Action, as the Title VI Coordinator.

Sheila M. Bryant Signature

4. Definitions

Definitions, as utilized by Austin Peay State University when referring to Title VI matters, are as follows:

1. **Assurances** – A written statement or contractual agreement signed by an authorized sub-recipient official in which the sub-recipient agrees to administer federally funded assisted programs in accordance with civil rights laws and regulations.
2. **Beneficiaries** – Those persons to whom Austin Peay State University provides instructional, research, or public service assistance, service or benefits.
3. **Compliance** – The fulfillment of the requirements of Title VI and other applicable laws, and implementing regulations and instructions to the extent that no distinctions are made in the delivery of any service or benefit on the basis of race, color, or national origin.
4. **Contractor** – A person or entity that performs services for the University of Tennessee at a specified price.
5. **Discrimination** – To make any distinction between one person or group of persons and others, intentionally, either by neglect, or by the effect of actions or lack of actions based on race, color, or national origin.
6. **Federal Assistance** – Any funding, property, or aid provided for the purpose of assisting a beneficiary.
7. **Noncompliance** – Failure or refusal to comply with Title VI of the Civil Rights Act of 1964, other applicable civil rights laws, and implementing regulations.
8. **Sub-recipient** – Any entity or individual with which Austin Peay State University contracts to perform services funded in whole or in part by federal funds.
9. **Vendor** - A person or entity that supplies goods or services at an agreed-upon price, at the promised time, and without the need for the University's intervention, renegotiation, or continued expediting.

5. Non-Discrimination Policy

APSU Policy 6:003 – Equal Opportunity, Affirmative Action, and Nondiscrimination Policy

Policy Statement and Statement of Nondiscrimination

It is the intent of Austin Peay State University (APSU) to fully comply with the applicable provisions of federal and state civil rights laws, including but not limited to, Executive Order 11246, as amended; Titles VI and VII of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972 as amended; the Rehabilitation Act of 1973, as amended, the Americans with Disabilities Act of 1990, as amended; the Vietnam Era Veterans Readjustment Act of 1974, as amended; the Equal Pay Act of 1963, as amended; the Age Discrimination in Employment Act of 1967, as amended; the Age Discrimination Act of 1975; the Pregnancy Discrimination Act; the Genetic Information Nondiscrimination Act of 2008; Section 485(f) of the HEA, as amended by Section 304 of the Violence Against Women Reauthorization Act of 2013, and regulations promulgated pursuant thereto. APSU will promote equal opportunity for all persons without regard to race, sex (including pregnancy), sexual orientation or gender identity, age (as applicable), color, religion, ethnic or national origin, disability status, status as a covered veteran, genetic information, and any other legally protected class.

In accordance with the statement of nondiscrimination, APSU shall not engage in practices which would discriminate against any individual or group because of race, color, religion, ethnic or national origin, sex, sexual orientation, gender identity/expression, disability, age (as applicable), status as a covered veteran, or genetic information. The University specifically finds that diversity of students, faculty, administrators and staff is a crucial element of the educational process and reaffirms its commitment to enhancing education through affirmative action to increase diversity at all levels.

APSU will take affirmative action to ensure that applicants for employment and employees are treated in a nondiscriminatory manner. Such action will include, but not be limited to:

- (1) Recruit, hire, train, and promote persons in all job titles, without regard to any of the foregoing prohibited factors;

- (2) Base decisions on employment so as to further the principles of affirmative action and equal employment opportunity;
- (3) Ensure that promotion decisions are in accord with principles of equal employment opportunity by imposing only valid requirements for promotional opportunities; and
- (4) Ensure that all employment decisions are implemented without prohibited discrimination.

Similarly, in compliance with Title IX of the Educational Amendment of 1972, as amended, APSU shall not, on the basis of sex, subject any student to discrimination under any educational program. No student shall be discriminatorily excluded from participation in or denied the benefits of any educational program on the basis of a protected status.

Purpose

The purpose of this policy is to affirm that APSU will not tolerate discrimination or harassment against any employee, applicant for employment, contractor, or vendor, and will not subject any student to discrimination or harassment under any educational program and no student shall be discriminatorily excluded from participation in nor denied the benefits of any educational program on the basis of the protected categories listed in this policy.

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Procedures

Duties of the President

The President shall be responsible for the development and implementation of the equal employment opportunity and affirmative action program as well as assuring that unlawful harassment is investigated and educational efforts regarding discrimination and harassment take place. In carrying out this responsibility, the President shall comply with the following:

1. Appoint an EEO/AA Officer who will be responsible for promoting and assuring compliance with this policy and with all applicable laws and regulations, receiving and investigating complaints and reviewing the effectiveness of the program and recommending improvements to the President. The Director of Equal Opportunity and Affirmative Action has been designated as the EEO/AA officer for the University.
2. Assure that affirmative action plans are developed annually and implemented as a means of aggressively pursuing the principles of equal employment opportunity.
3. Develop affirmative action goals and timetables directed toward correcting situations contributing to the underutilization or inequitable treatment of minority or women employees in the University.
4. Provide positive leadership in the implementation of the affirmative action program on the campus and ensure that appropriate attention is devoted to the program in staff and faculty meetings.
5. Inform all management officials and supervisors that their performance evaluation will be partially determined by the effectiveness of their participation in the equal employment opportunity program and their commitment to the university's access and diversity initiatives.
6. Designate a person on the campus to be responsible for gathering and reporting data related to equal employment opportunity and diversity.
7. Ensure policies and procedures are instituted to deal with all forms of harassment, including a procedure for the EEO/AA Officer to receive and investigate complaints and recommend necessary action to the President.
8. Designate the EEO/AA Officer as the staff person responsible for the development and implementation of educational efforts regarding discrimination and harassment based on protected class statuses.

Duties of the EEO/AA Officer

1. Equal Employment Opportunity and Affirmative Action Program

The EEO/AA Officer will develop and maintain an EEO/AA program that will include but not be limited to the following responsibilities:

- (a) The EEO/AA Officer will receive, review and investigate equal employment opportunity complaints and appeals and make recommendations to the President regarding their disposition.
- (b) Equal employment opportunity or affirmative action complaints made to external agencies, i.e., EEOC or THRC, will be investigated by the EEO/AA Officer in conjunction with university legal counsel. All complaints will be forwarded to university legal counsel and any reports to the external agency will be prepared by the University and submitted to the university legal counsel for approval and forwarding to the agency. The attorney/client relationship will apply to the investigation and preparation of those reports.
- (c) The EEO/AA Officer will develop and maintain an EEO/AA program that will include:
 - (1) developing or reaffirming the University's equal employment opportunity policy in all personnel actions;
 - (2) formal internal and external dissemination of the policy;
 - (3) establishing responsibilities for implementation of the program;
 - (4) identifying problem areas by organizational units and job classifications;
 - (5) establishing goals and objectives by organizational units and job classifications, with timetables for completion;
 - (6) developing and executing action-oriented programs designed to attain established goals and objectives;
 - (7) assuring compliance of personnel policies with the sex discrimination guidelines;
 - (8) active support of local and national community action and community services programs designed to improve the employment opportunities of minorities and women;
 - (9) internal audit and reporting system designed to ensure compliance and to permit monitoring of the program; and

- (10) internal complaint procedures designed to expeditiously process and resolve complaints and grievances by employees or applicants for employment.
 - (d) Updating the EEO/AA plan annually, and reporting progress in meeting the established goals and objectives. The EEO/AA Officer will discuss the success of the EEO/AA program with the President and make recommendations regarding desirable changes.
2. Procedures to Address Claims of Discrimination or Harassment
- (a) The EEO/AA Officer will ensure the development of an educational program alerting students and employees to the nondiscrimination policy.
 - (b) Because different legal requirements apply to claims of discrimination and harassment depending on the protected category claimed to have been violated, separate policies describe the different procedures applicable based on particular protected categories.
 - 1. Allegations of sexual violence and/or stalking will be addressed pursuant to the procedures set forth in **APSU Policy 6:001 Misconduct, Discrimination, and Harassment based on Sex (Including Pregnancy, Sexual Orientation, and Gender Identity/Expression:** www.apsu.edu/policy/6s_nondiscrimination_harassment_and_sexual_misconduct_policies/6001-sexual-violence-and-stalking.php
 - 2. Allegations of discrimination and/or harassment based on categories other than sex will be addressed pursuant to the procedures set forth in **APSU Policy 6:004 Discrimination and Harassment based on Protected Categories other than Sex – Complaint and Investigation Procedure:** www.apsu.edu/policy/6s_nondiscrimination_harassment_and_sexual_misconduct_policies/6004-discrimination-and-harassment-

complaints-other-complaints-sexual-violence-and-stalking-compla.php

- (c) Complaints may be filed by any current or former student, applicant for employment, or current or former employee, contractor, vendor, or third party who believes he or she has been subjected to prohibited discrimination or harassment or who believes he or she has observed such activities taking place. Complaints against students alleging discrimination or harassment under either of the aforementioned policies are usually addressed by the Office of Student Affairs pursuant to the procedures outlined in the applicable policy. Complaints against administrators, faculty, staff, or contractors alleging discrimination or harassment under either of the aforementioned policies are usually addressed by the Office of Equal Opportunity and Affirmative Action pursuant to the procedures outlined in the applicable policy.

Austin Peay State University and its' contractors shall make available any compliance report to be reviewed by THRC upon request.

6. Organization of the Civil Rights Office

Pursuant to APSU Policy 6:003 “Equal Employment Opportunity, Affirmative Action and Discrimination,” the President designates a person at the University to serve as the Equal Employment Opportunity and Affirmative Action Officer. The Equal Employment Opportunity and Affirmative Action Officer at Austin Peay State University also serves as the University’s Title VI Coordinator. The name and contact information for this person is as follows:

Sheila M. Bryant
Director of Equal Opportunity and Affirmative Action
Title VI Coordinator
P.O. Box 4507
Clarksville, TN 37052 931-221-7178

Title VI Coordinator Responsibilities:

- Assures compliance with Title VI regulations
- Investigates and resolves Title VI complaints.
- Records and reports the number and disposition of complaints received each fiscal year.
- Ensures that the public, employees, and students are notified about Title VI (brochures, posters, etc.)
- Distributes Limited English Proficiency (LEP) information to all parties who may be involved in LEP services.
- Provides Title VI training

7. Discriminatory Practices

In addition to the Non-Discrimination statement provided in Section 4 – Non-discrimination Policy, the University uses a short EEO/AA/Non-Discrimination statement in paid advertisements to solicit applications for faculty and staff positions of employment, contracts for goods or services, purchase orders, and brochures and newsletters. The short statement reads as follows:

Austin Peay State University is an AA/EEO employer and does not discriminate on the basis of race, color, religion, creed, national origin, sex, sexual orientation, gender identity/expression, disability, age, status as a protected veteran, genetic information, or any other legally protected class with respect to all employment, programs and activities sponsored by APSU. Inquiries regarding the nondiscrimination policies should be directed to the Office of Equal Opportunity and Affirmative Action at nondiscrimination@apsu.edu.

Examples of prohibited discriminatory practices as related to Title VI include:

1. Denial of admission to Austin Peay State University on the basis of race, color, or national Origin.
2. Assignment of on-campus housing or use of other facilities on the basis of race, color, or national origin.
3. Denial of academic or student support services on the basis of race, color, or national origin.
4. Denial of scholarships or other financial aid on the basis of race, color, or national origin.
5. Denial of any services, or other benefits for which individuals are otherwise qualified on the basis of race, color, or national origin.

8. Federal Programs and Activities

Austin Peay State University receives federal funding from numerous sources for faculty and staff to conduct research, other scholarly activities, to serve students who are first generation college students, and to serve students who are veterans. **Appendix D** shows the specific funding and sources. The total dollar amount is \$1,268,113.

9. Data Collection and Analysis

Austin Peay State University utilizes Ellucian Banner to record student and employee data.

The student enrollment below reflects the statistics for the 2017-2018 academic year.

Student Enrollment

Race/Ethnicity	Number of Students Enrolled	Percentage of Total Enrollment
American Indian/Alaskan Native	33	.32
Asian	166	1.58
Black	2182	20.85
Hispanic/Latino	717	6.85
Native Hawaiian or Other Pacific Islander	24	.23
White	6416	61.32
2+	604	5.77
Unknown	261	2.49
Total	10463	

The graduation information below reflects the statistics for the 2016-2017 academic year.

Austin Peay State University is not subject to the TEAM Act and thus, does not have Executive Staff and Preferred Staff.

Six-Year Graduation Rate

Race/Ethnicity	Cohort 2011	Graduated by 2017
American Indian/Alaskan Native	4	25.00%
Asian	16	56.25%
Black	234	30.77%
Hispanic/Latino	50	46.0%
Native Hawaiian or Other Pacific Islander	3	66.67%
White	871	41.56%
2+	55	34.66%
Race/Ethnicity Unknown	36	33.33%

Employment Data

Race/Ethnicity	Number of Employees	Percentage of Total Employees
American Indian/Alaskan Native	0	0
Asian	30	2.09
Black	145	10.12
Hispanic/Latino	37	2.58
Native Hawaiian or Other Pacific Islander	0	0
White	1132	79.1
2+	41	2.86
Unknown	47	3.28
Total	1432	

10. Limited English Proficiency

The Office of Equal Opportunity and Affirmative Action has information about Linguista International, a company that offers interpreter services. This information has been shared with the University Community to include the University Student Health Services.

The Office of Equal Opportunity and Affirmative Action has not received any requests for interpreter services during the relevant period. APSU Policy 6:002 (Limited English Proficiency) is included as **Appendix E**.

11. Complaint Procedures

Title VI Complaints are handled pursuant to the procedures outlined in APSU Policy 6:004 (Discrimination and Harassment based on Protected Categories other than Sex – Complaint and Investigation Procedures). The policy states that APSU affirms that it will not tolerate not tolerate discrimination against any employee or applicant for employment because of race, sex (including pregnancy), sexual orientation or gender identity, age (as applicable), color, religion, ethnic or national origin, disability status, status as a covered veteran, genetic information, and any other legally protected class.

APSU had one (1) Title VI complaint filed during the relevant period. The Director of Student Financial Aid and Veterans Affairs made the Office of Equal Opportunity and Affirmative Action aware of the complaint on August 7, 2017. The complaint notification was sent to the Tennessee Human Rights Commission via email on August 17, 2017. The complaint and resolution is as follows.

A student worker complained to her supervisor that she thought that an employee in the Student Financial Aid Office treated a Hispanic student whose Mother was not a United States citizen differently than she treated students whose parents are U.S. citizens. She stated that the employee wanted the student to provide documentation that other students were not required to submit. The student worker also indicated that the employee stated that she was going to call ICE if the parents could not provide identification for the Mother. Another student worker came forward with corroborating information.

The Complaint was investigated pursuant to APSU Policy 6:004 (Discrimination and Harassment based on Protected Categories other than Sex – Complaint and Investigation Procedures). We concluded that the employee's conduct violated APSU's policy prohibiting discrimination based on national origin. We recommended that the Employee take a course that addressed this issue. The employee did so. The employee is no longer employed at APSU. She retired.

The student's file was referred to the above referenced employee's supervisor who took the appropriate action and the student received her financial aid.

The President's determination letter is attached as Appendix I.

According to APSU's Office of Legal Affairs, APSU did not have any race, color, or national origin lawsuits filed in FY 2018.

The Complaint Procedure is as follows:

1. Any current or former student, applicant for employment, current or former employee, contractor or third party who believes he or she has been subjected to discrimination or harassment covered by this policy or who believes that he/she has observed discrimination or harassment taking place shall present the complaint to one of the offices designated below, which shall conduct the investigation:

Complaints against students (except complaints filed under Title VI – discrimination on the basis of race, color, and national origin):

Office of Student Affairs/Dean of Students
Morgan University Center, Room 206
(931) 221-7341
<http://www.apsu.edu/student-affairs/student-affairs-departments>

Complaints against faculty, staff, contractors, or third parties:

Office of Equal Opportunity and Affirmative Action
Browning Building, Room 7A
(931) 221-7160
<http://www.apsu.edu/affirmative-action>

Complaints filed under Title VI (against faculty, staff, students, contractors or third parties):

Title VI Coordinator (or his/her designee)
Office of Equal Opportunity and Affirmative Action
Browning Building
<http://www.apsu.edu/affirmative-action/title-vi-civil-rights-act-1964>
(931) 221-7178

2. Complaints under Title VI of the Civil Rights Act of 1964, as amended, (i.e., prohibits discrimination and harassment on the basis of race, color or national origin) must be brought within 180 days of the last incident of discrimination or harassment.
3. The Investigator will make every attempt to get the Complainant to provide the complaint in writing. The complaint shall include the circumstances giving rise to the complaint, the dates of the alleged occurrences, and names of witnesses, if any. Appendix A is a sample complaint form. The Complainant shall sign the complaint. However, when the Complainant refuses to provide or sign a written complaint, the matter will still be investigated and appropriate action taken. Complaints made anonymously or by a third, party must also be investigated to the extent possible.
4. If the complaint does not rise to the level of discrimination or harassment, the complaint may be dismissed without further investigation after consultation with Legal Affairs. The Complainant should be informed of other available processes such as the employee grievance/complaint process, or a student non-academic complaint process.

A copy of the Complaint Form is attached as **Appendix F**.

12. Title VI Training Plan

The Office of Equal Opportunity and Affirmative Action conducts general non-discrimination training where Title VI information is included as part of the training. The trainings are done in person and via an online D2L Training module. Topics included are as follows:

1. Civil Rights
 - 1.1 Introduction
 - 1.2 The Origin of Civil Rights
 - 1.3 Civil Rights Act of 1964

2. Title VI
 - 2.1 What is Title VI?
 - 2.2 Title Sections
 - 2.3 How to Apply Title VI
 - 2.4 Programs that Qualify for Title VI

3. Tennessee Title VI Law
 - 3.1 Tennessee Attorney General

4. Prohibited Acts
 - 4.1 Prohibited Acts under Title VI

5. Title VI Compliance
 - 5.1 Keys to Title VI Compliance

Contractors are responsible for training of their staff on non-discrimination and we require verification of this training every fiscal year. APSU employees participate in online training throughout the year and the Office of Equal Opportunity and Affirmative Action conducts in person trainings throughout the year. A total of 1013 employees were trained (70.74%).

The dates of the in-person trainings and number of attendees are as follows:

Name of Training	Date	Number of Participants
Graduate Assistants	August 17, 2017	14
Graduate Assistants	August 18, 2017	25
Graduate Assistants	August 22, 2017	25
Training for RAs	August 22, 2016	62
Physical Plant Employees	August 30, 2017	42
Physical Plant Employees	August 31, 2017	48

13. Sub-Recipient Monitoring

APSU did not have any sub-recipients during the relevant period.

Austin Peay State University's standard contract term and conditions include antidiscrimination clauses. The following is the contractual provision prohibiting discrimination used by Austin Peay State University. All contractors and/or vendors must agree to the statements.

The parties agree to comply with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Executive Order 11,246, the Americans with Disabilities Act of 1990 and the related regulations to each. Each party assures that it will not discriminate against any individual including, but not limited to, employees or applicants for employment and/or students because of race, religion, creed, color, sex, age, disability, veteran status or national origin.

The parties also agree to take affirmative action to ensure that applicants are employed and that employees are treated during their employment without regard to their race, religion, creed, color, sex, age, disability, veteran status, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection available to employees and applicants for employment.

Vendor's Commitment to Diversity: The Vendor shall assist the Institution in monitoring the Contractor's performance of this commitment by providing, as requested, a quarterly report of participation in the performance of this Contract by small business enterprises and businesses owned by minorities, women, and Tennessee service-disabled veterans. Such reports shall be provided to the Institution in form and substance as required by Institution.

Nondiscrimination: The Contractor hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Contract or in the employment practices of the Contractor on the grounds of disability, age, race, creed, color, religion, sex, national origin, or any other classification protected by Federal, or Institution constitutional or statutory law. The Contractor shall, upon request, show proof of such nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

The vendors are audited by the University's Office of Internal Audit and the State of Tennessee Auditors. A list of minority-owned, women-owned and small businesses contracts is attached as Appendix G.

14. Public Notice and Outreach

Title VI information is provided to employees, applicants, students, and other beneficiaries of services via the nondiscrimination statement on the university's website, new employee orientation, program announcements, job advertisements, university bulletins, faculty and student handbooks, vendor contracts, policies and the University's annual policy statement.

Title VI Posters are in buildings across the University campus to include the Browning Building (Administration Building), Ellington Building (Student Services Building), Morgan University Center (Student Center), University Library, Dunn Center (Athletics), Academic Buildings, and Residence Halls. See Appendix H for examples of posters.

Board of Trustees

The Board of Trustees is vested by the laws of the State of Tennessee with control of the governance and management of Austin Peay State University, subject to certain powers and duties maintained by the Tennessee Higher Education Commission. Eight voting members are selected by the Governor and the ninth voting member is selected by the faculty of APSU.

The Board has been conferred by the laws of the State of Tennessee with the necessary powers and duty to accomplish the following:

1. Determine the mission of the University and ensure that the mission is kept current and aligned with the goals of Tennessee's master plan for public higher education;
2. Select and employ the chief executive officer of the University and to confirm the appointment of administrative personnel, teachers, and other employees of the University and their salaries and terms of office;
3. Prescribe curricula and requirements for diplomas and degrees in cooperation with other state university boards in the interest of maintaining alignment across state higher education;
4. Approve the operating budgets and set the fiscal policies for the University and its programs;
5. Establish policies and regulations regarding the campus life of the University, including, but not limited to, the conduct of students, student housing, parking, and safety;
6. Grant tenure to eligible members of the faculty upon the recommendation of the President;
7. Assume general responsibility for the operation of the University, delegating to the President such powers and duties as are necessary and appropriate for the efficient administration of the University and its programs;

8. Receive donations of money, securities, and property from any source on behalf of the University, which gifts shall be used in accordance with the conditions set by the donor;
9. Purchase land subject to the terms and conditions of state regulations, condemn land, erect buildings, and equip buildings for the University subject to the requirements of the State Building Commission and the terms and conditions of legislative appropriations;
10. Provide insight and guidance to the University's strategic direction and charge the President with leading the strategic planning process;
11. Ensure the University's fiscal integrity; oversee the University's financial resources and other assets; review and approve annual University budgets; and preserve and protect the University's assets for posterity;
12. Ensure and protect, within the context of faculty shared governance, the educational quality of the University and its academic programs; and preserve and protect the University's autonomy, academic freedom, and the public purposes of higher education;
13. Refrain from directing the day-to-day management and administration of the University, which is the responsibility of the President of the University; and from directing or interfering with any employee, officer, or agent under the direct or indirect supervision of the President;
14. Act as a body with no individual member speaking for the Board unless specifically authorized to do so by the Board; and
15. Exercise such other powers, not otherwise prescribed by law, that are necessary to carry out its statutory duties.

A list of current board members can be found via following link:
<http://www.apsu.edu/president/board-of-trustees/board-governance.php>.

Diversity Committee

The committee is responsible for developing strategies to attract and retain a diverse student body and to recruit, retain, advance, recognize, and promote a diverse faculty and staff. The committee recommends diversity related programs and initiatives, and reviews and assesses data.

The committee provides guidance to the university community regarding ways of incorporating diversity in substantive and significant ways into teaching, learning and research.

Activities listed below align with Strategic Goal 4 (Diversity) of the University's Strategic Plan 2015-2025.

- Continued to highlight that Diversity is a core university value and that it is a shared University responsibility. This was accomplished by having meaningful conversations with chairs, deans, and administrators.

- Advertised in publications targeting specific populations (Diverse Issues in Higher Education, Women in Higher Education, Latinos in Higher Education).
- Included faculty positions in the HigherEdJobs Diversity and Inclusion emails sent weekly to 339,433 job seekers requesting to receive job listings from employers actively recruiting candidates in accordance with diversity, inclusion, and equal opportunity policies.
- Hired new faculty at their market medians and thus, APSU became a viable competitor when trying to hire the best faculty for open positions. Reimbursed moving expenses as part of the start-up packages offered to faculty from under-represented populations.
- Successfully funded a number of diversity related proposals.
- Implemented the Diversity Certification Training Initiative with faculty participation.
- Created a new faculty mentorship program in order to increased retention of new faculty, especially diverse faculty, in part by increasing the potential for more connections, more networking, and developing rapport.

The President appoints the members of the Diversity Committee. A list of members can be accessed via the following link: <http://www.apsu.edu/governance/committees/diversity.php>.

African American Cultural Center Advisory Committee

The advisory committee has the responsibility for:

1. advising the director of the center on the development of student retention activities;
2. developing guidelines for programs in consultation with the director;
3. recommending speakers for the African American Cultural Center events;
4. other ideas, programs and activities relative to creating an environment conducive to the educational needs of African American students as well as the entire student body; and
5. advising the director of the center on outreach efforts and other projects that will increase university-wide awareness and appreciation of African American culture and heritage.

The President appoints the members of the Advisory Committee. A list of members can be accessed via the following link: <http://www.apsu.edu/governance/committees/aacultural.php>.

Hispanic Cultural Center Advisory Committee

The advisory committee has the responsibility for:

1. recommending the development of student retention activities;
2. developing guidelines for programs;
3. recommending speakers for the Hispanic Cultural Center events;
4. other ideas, programs and activities relative to creating an environment conducive to the educational needs of Hispanic students as well as the entire student body; and
5. directing outreach efforts and other projects that will increase university-wide awareness and appreciation of Hispanic culture and heritage.

The President appoints the members of the Advisory Committee. A list of members can be accessed via the following link:

<http://www.apsu.edu/governance/committees/hispaniccc.php>.

Advisory Committee or Board	Number of Members	American Indian or Alaska Native	Asian	Black	Hispanic /Latino	NHPI	White	% of Minority Representation
Board of Trustees	9	0	0	2	0	0	8	22.22
Diversity Committee	21	0	1	7	4	0	9	57.14
AACCAC	12	0	1	7	0	0	2	66.7
HCCAC	14	0	0	0	7	0	7	50

Documentation of Minority Input

The University's Chief Diversity Officer meets regularly with the University President.

Pursuant to the University's personnel policy, the Director of Equal Opportunity and Affirmative Action or his/her designee will review applications for all positions to assure that qualified applicants who are members of underrepresented groups receive proper consideration in the selection process and are not discriminated against in any way. Additionally, all Search Committees are reviewed and approved by the Office of Equal Opportunity and Affirmative Action.

The University's process for bidding on contracts can be accessed on the webpage of the office of Procurement and Purchasing:
<http://www.apsu.edu/procurement/index.php>.

15. Compliance Reporting

In addition to its submission to the Tennessee Human Rights Commission (THRC), Austin Peay State University submits, upon request, its Title VI Implementation Plan to the Division of State Audit.

Other state and federal agencies who have requested and received the Title VI Implementation Plan include:

- Tennessee Student Assistance Corporation
- Military Department of Tennessee
- Tennessee Board of Regents
- The University of Tennessee

APSU was subject to the THRC Title VI Compliance Review of the Tennessee Board of Regents in FY 2018.

16. Evaluation Procedures

Expanding Diversity is one of the five goals in the University's Strategic Plan. Diversity, an embedded piece of Austin Peay's mission and vision, will gain renewed focus in the strategic plan as the institution seeks to build a climate of inclusion that will facilitate access and foster enrollment growth and student success. The Vice-President for Student Affairs has been appointed as the goal champion and she works with the Diversity Committee to create action plans for the completion of objectives, priorities and goals. These plans, which will include measurements for success, will be assessed incrementally throughout the next 10 years, and they may be changed to accomplish a priority or goal.

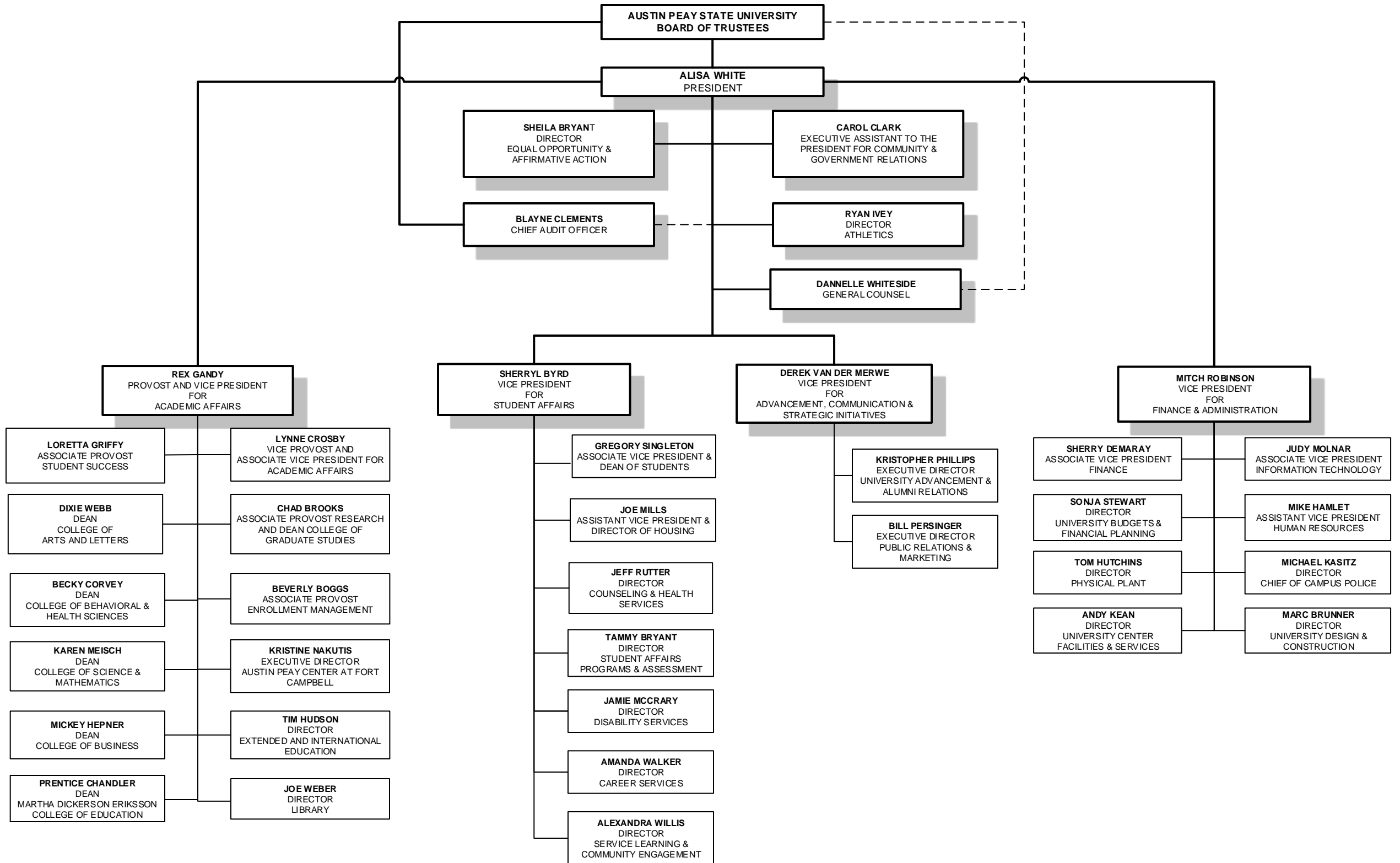
The Director of Equal Opportunity and Affirmative Action monitors and evaluates the University's non-discrimination efforts and compliance, including Title VI compliance and reports such to the University President and University Community as applicable.

A result of the University's evaluation is that the search for a Chief Diversity Officer will commence January 2019.

Appendices

Appendix A

AUSTIN PEAY STATE UNIVERSITY • ORGANIZATIONAL CHART October Budget 2017-2018



Appendix B

Austin Peay State
University

Equal Opportunity, Affirmative Action, and Nondiscrimination

POLICIES

Issued: March 25, 2017

Responsible Official: Director of Equal Opportunity and Affirmative
Action

Responsible Office: Office of Equal Opportunity and Affirmative
Action

Policy Statement and Statement of Nondiscrimination

It is the intent of Austin Peay State University (APSU) to fully comply with the applicable provisions of federal and state civil rights laws, including but not limited to, Executive Order 11246, as amended; Titles VI and VII of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972 as amended; the Rehabilitation Act of 1973, as amended, the Americans with Disabilities Act of 1990, as amended; the Vietnam Era Veterans Readjustment Act of 1974, as amended; the Equal Pay Act of 1963, as amended; the Age Discrimination in Employment Act of 1967, as amended; the Age Discrimination Act of 1975; the Pregnancy Discrimination Act; the Genetic Information Nondiscrimination Act of 2008; Section 485(f) of the HEA, as amended by Section 304 of the Violence Against Women Reauthorization Act of 2013, and regulations promulgated pursuant thereto. APSU will promote equal opportunity for all persons without regard to race, sex (including pregnancy), sexual orientation or gender identity, age (as applicable), color, religion, ethnic or national origin, disability status, status as a covered veteran, genetic information, and any other legally protected class.

In accordance with the statement of nondiscrimination, APSU shall not engage in practices which would discriminate against any individual or group because of race, color, religion, ethnic or national origin, sex, sexual orientation, gender identity/expression, disability, age (as applicable), status as a covered veteran, or genetic information. The University specifically finds that diversity of students, faculty, administrators and staff is a crucial element of the educational process and reaffirms its commitment to enhancing education through affirmative action to increase diversity at all levels.

APSU will take affirmative action to ensure that applicants for employment and employees are treated in a nondiscriminatory manner. Such action will include, but not be limited to:

- (1) Recruit, hire, train, and promote persons in all job titles, without regard to any of the foregoing prohibited factors;
- (2) Base decisions on employment so as to further the principles of affirmative action and equal employment opportunity;
- (3) Ensure that promotion decisions are in accord with principles of equal employment opportunity by imposing only valid requirements for promotional opportunities; and
- (4) Ensure that all employment decisions are implemented without prohibited discrimination.

Similarly, in compliance with Title IX of the Educational Amendment of 1972, as amended, APSU shall not, on the basis of sex, subject any student to discrimination under any educational program. No student shall be discriminatorily excluded from participation in or denied the benefits of any educational program on the basis of a protected status.

Purpose

The purpose of this policy is to affirm that APSU will not tolerate discrimination or harassment against any employee, applicant for employment, contractor, or vendor, and will not subject any student to discrimination or harassment under any educational program and no student shall be discriminatorily excluded from participation in nor denied the benefits of any educational program on the basis of the protected categories listed in this policy.

Contents

Procedures

- Duties of the President
- Duties of the EEO/AA Officer

Links

- APSU Policy 6:004
- APSU Policy 6:001

Procedures

Duties of the President

The President shall be responsible for the development and implementation of the equal employment opportunity and affirmative action program as well as assuring that unlawful harassment is investigated and educational efforts regarding discrimination and harassment take place. In carrying out this responsibility, the President shall comply with the following:

1. Appoint an EEO/AA Officer who will be responsible for promoting and assuring compliance with this policy and with all applicable laws and regulations, receiving and investigating complaints and reviewing the effectiveness of the program and recommending improvements to the President. The Director of Equal Opportunity and Affirmative Action has been designated as the EEO/AA officer for the University.
2. Assure that affirmative action plans are developed annually and implemented as a means of aggressively pursuing the principles of equal employment opportunity.
3. Develop affirmative action goals and timetables directed toward correcting situations contributing to the underutilization or inequitable treatment of minority or women employees in the University.
4. Provide positive leadership in the implementation of the affirmative action program on the campus and ensure that appropriate attention is devoted to the program in staff and faculty meetings.
5. Inform all management officials and supervisors that their performance evaluation will be partially determined by the effectiveness of their participation in the equal employment opportunity program and their commitment to the university's access and diversity initiatives.
6. Designate a person on the campus to be responsible for gathering and reporting data related to equal employment opportunity and diversity.
7. Ensure policies and procedures are instituted to deal with all forms of harassment, including a procedure for the EEO/AA Officer to receive and investigate complaints and recommend necessary action to the President.

8. Designate the EEO/AA Officer as the staff person responsible for the development and implementation of educational efforts regarding discrimination and harassment based on protected class statuses.

Duties of the EEO/AA Officer

1. Equal Employment Opportunity and Affirmative Action Program

The EEO/AA Officer will develop and maintain an EEO/AA program that will include but not be limited to the following responsibilities:

- (a) The EEO/AA Officer will receive, review and investigate equal employment opportunity complaints and appeals and make recommendations to the President regarding their disposition.
- (b) Equal employment opportunity or affirmative action complaints made to external agencies, i.e., EEOC or THRC, will be investigated by the EEO/AA Officer in conjunction with university legal counsel. All complaints will be forwarded to university legal counsel and any reports to the external agency will be prepared by the University and submitted to the university legal counsel for approval and forwarding to the agency. The attorney/client relationship will apply to the investigation and preparation of those reports.
- (c) The EEO/AA Officer will develop and maintain an EEO/AA program that will include:
 - (1) developing or reaffirming the University's equal employment opportunity policy in all personnel actions;
 - (2) formal internal and external dissemination of the policy;
 - (3) establishing responsibilities for implementation of the program;
 - (4) identifying problem areas by organizational units and job classifications;
 - (5) establishing goals and objectives by organizational units and job classifications, with timetables for completion;
 - (6) developing and executing action-oriented programs designed to attain established goals and objectives;

- (7) assuring compliance of personnel policies with the sex discrimination guidelines;
 - (8) active support of local and national community action and community services programs designed to improve the employment opportunities of minorities and women;
 - (9) internal audit and reporting system designed to ensure compliance and to permit monitoring of the program; and
 - (10) internal complaint procedures designed to expeditiously process and resolve complaints and grievances by employees or applicants for employment.
- (d) Updating the EEO/AA plan annually, and reporting progress in meeting the established goals and objectives. The EEO/AA Officer will discuss the success of the EEO/AA program with the President and make recommendations regarding desirable changes.
2. Procedures to Address Claims of Discrimination or Harassment
- (a) The EEO/AA Officer will ensure the development of an educational program alerting students and employees to the nondiscrimination policy.
 - (b) Because different legal requirements apply to claims of discrimination and harassment depending on the protected category claimed to have been violated, separate policies describe the different procedures applicable based on particular protected categories.
 1. Allegations of sexual violence and/or stalking will be addressed pursuant to the procedures set forth in **APSU Policy 6:001 Sexual Violence and Stalking:**
<http://www.apsu.edu/policy/sexual-violence-and-stalking-6001>
 2. Allegations of discrimination and/or harassment based on categories other than sexual violence and/or stalking will be addressed pursuant to procedures set forth in **APSU Policy 6:004 Discrimination and Harassment Complaints (Other than Complaints of Sexual Violence**

and Stalking):
<http://www.apsu.edu/policy/discrimination-and-harassment-complaints-6004>

- (c) Complaints may be filed by any current or former student, applicant for employment, or current or former employee, contractor, vendor, or third party who believes he or she has been subjected to prohibited discrimination or harassment or who believes he or she has observed such activities taking place. Complaints against students alleging discrimination or harassment under either of the aforementioned policies are usually addressed by the Office of Student Affairs pursuant to the procedures outlined in the applicable policy. Complaints against administrators, faculty, staff, or contractors alleging discrimination or harassment under either of the aforementioned policies are usually addressed by the Office of Equal Opportunity and Affirmative Action pursuant to the procedures outlined in the applicable policy.

Links

APSU Policy 6:004	http://www.apsu.edu/policy/discrimination-and-harassment-complaints-6004
APSU Policy 6:001	http://www.apsu.edu/policy/sexual-volence-and-stalking

Revision Dates

APSU Policy 6:003 (previously 5:002) – Rev.: March 25, 2017
 APSU Policy 6:003 – Rev.: December 8, 2009
 APSU Policy 6:003 – Issued: April 4, 2007

Subject Areas:

Academic	Finance	General	Human Resources	Information Technology	Student Affairs
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Approved

President: signature on file

**Austin Peay State
University**

Discrimination and Harassment Based on Protected Categories other than Sex - Complaint and Investigation Procedure

POLICIES

Issued: September 17, 2018

Responsible Director of Equal Opportunity and Affirmative

Official: Action/Title VI Coordinator/ADA Coordinator

Responsible Office of Equal Opportunity and Affirmative Action
Office:

Policy Statement

It is the policy of Austin Peay State University that it will not tolerate discrimination or harassment on the basis of race, color, religion, ethnic or national origin, disability, age (as applicable), status as a protected veteran, genetic information, and/or any other legally protected class. Such discrimination and harassment are strictly prohibited by Austin Peay State University (APSU or University).

Purpose

This policy provides for the orderly resolution of complaints of discrimination or harassment on the basis of race, color, religion, ethnic or national origin, disability, age (as applicable), status as a protected veteran, genetic information, and/or any other legally protected class.

Complaints related to sexual misconduct, sexual discrimination, and sexual harassment (including claims based on pregnancy, sexual orientation, or gender identity/expression) should be addressed under the procedures set forth in APSU Policy 6:001 - Misconduct, Discrimination, and Harassment Based on Sex (Including Pregnancy, Sexual Orientation, and Gender Identity/Expression). This policy shall not apply to such complaints. Fair and prompt consideration shall be given to all complaints in accordance with the procedures set forth below.

Content

Definitions

- Discrimination
- Harassment

-Student-on-Student Conduct

Procedures

- Scope
- Reporting, Cooperation and Training
- Procedures
- Other Applicable Procedures

Related Form

- Discrimination/ Harassment Complaint Form

Links

- APSU Policy 6:001
- Office of Student Affairs
- Office of Equal Opportunity and Affirmative Action

Definitions

Discrimination

Discrimination may occur by:

1. Treating individuals less favorably because of their race, color, religion, creed, ethnic or national origin, disability, age as applicable, status as a protected veteran, genetic information or any other category protected by federal or state civil rights law; or,
2. Having a policy or practice that has a disproportionately adverse impact on protected class members.

Harassment

1. Harassment based on a protected class:

Harassment is conduct that is based on a person's race, color, religion, creed, ethnic or national origin, disability, age as applicable, status as a protected veteran, genetic information, or any other category protected by federal or state civil rights law, that

- Adversely affects a term or condition of an individual's employment, education, participation in university activities or living environment.
- Has the purpose or effect of unreasonably interfering with an individual's employment or academic performance or creating an intimidating, hostile,

offensive or abusive environment for the individual;
or

- Is used as a basis for or a factor in decisions that tangibly affect that individual’s employment, education, participation in the university’s activities or living environment.

Examples of such conduct include, but are not limited to verbal or physical conduct relating to an employee’s national origin, race, surname, skin color or accent, offensive or derogatory jokes based on a protected category, racial or ethnic slurs, unwelcome comments about a person’s religion or religious garments, offensive graffiti, cartoons or pictures, or offensive remarks about a person’s age.

Not every act that might be offensive to an individual or group will be considered harassment. Whether the alleged conduct constitutes harassment depends upon the record as a whole and the totality of the circumstances, such as the nature of the conduct in the context within which the alleged incident occurs. Harassment does not include verbal expressions or written material that is relevant and appropriately related to course subject matter or curriculum.

Student-on-Student Conduct

Unwelcome conduct with regard to speech, expression or assembly, that is directed toward a person that is discriminatory on a basis prohibited by federal, state, or local law, and that is so severe, pervasive, and objectively offensive that it effectively bars the Complainant's access to an educational opportunity or benefit.

Procedures

Scope

These procedures shall be utilized by:

1. Any employee or student who believes that he or she has been subjected to discrimination or harassment on the basis of race, color, religion, creed, ethnic or national origin, disability, age as applicable, status as a protected veteran, genetic information, and any other category protected by federal or state civil rights law related to Austin Peay State University (APSU);
2. Any former employee or student who believes that he or she has been subjected to discrimination or

- harassment on the basis of race, color, religion, creed, ethnic or national origin, disability, age as applicable, status as a protected veteran, genetic information, and any other category protected by federal or state civil rights law related to Austin Peay State University (APSU) if the conduct took place during the time of employment or enrollment at APSU;
3. Any employee or student who has knowledge of discrimination or harassment on the basis of race, color, religion, creed, ethnic or national origin, disability, age as applicable, status as a protected veteran, genetic information, and any other category protected by federal or state civil rights law related to Austin Peay State University (APSU) against another employee or student in order to report such offenses; and,
 4. All third parties with whom APSU has an educational or business relationship who believe that they have been subjected to discrimination or harassment on the basis of race, color, religion, creed, ethnic or national origin, disability, age as applicable, status as a protected veteran, genetic information, and any other category protected by federal or state civil rights law related to Austin Peay State University (APSU).

This policy is adopted to specifically address the offenses defined herein.

All employees and students are to be knowledgeable of policies concerning discrimination and harassment. All faculty members, students, and staff are subject to this Policy. Any faculty member, student, or staff found to have violated this Policy by engaging in behavior constituting discrimination or harassment will be subject to disciplinary action that may include dismissal, expulsion or termination, or other appropriate sanction.

In addition, contractors, vendors, and other third parties are subject to this policy and are expected to comply with the requirements set forth herein. Any contractor, vendor, or other third party who fails to comply with this policy is subject to all remedies available under any applicable contract.

The procedures set forth in this policy do not only apply to conduct that occurs on campus and/or on property controlled by APSU. If a complaint is filed under this policy, it may be investigated regardless of whether the conduct occurred off school grounds in order to determine whether the continuing

effects of the off-campus conduct are having adverse effects on APSU's educational environment.

Reporting, Cooperation and Training Using the procedures outlined below, all faculty and staff must promptly report, to the appropriate University contact, any complaint or conduct that might constitute discrimination or harassment as defined by this policy, whether the information concerning a complaint is received formally or informally. Failure to do so may result in disciplinary action up to and including termination.

All faculty and staff members are required to cooperate with investigations of alleged discrimination or harassment. Failure to cooperate may result in disciplinary action up to and including termination. Students are also required to cooperate with these investigations and failure to do so may result in disciplinary action up to and including expulsion.

Because the courts have imposed strict obligations on employers with regard to discrimination and harassment, APSU is required to take measures to periodically educate and train employees and students regarding conduct that could violate this Policy. All employees and students, are expected to participate in such education and training. Further, all faculty members, students and staff are responsible for taking reasonable and necessary action to prevent and discourage all types of discrimination and harassment.

False Reports

A person who makes a report of Prohibited Conduct to the University that is later found to have been intentionally false or maliciously without regard for truth may be subjected to University disciplinary action. This provision does not apply to reports made in good faith, even if an investigation of the incident does not find a Policy violation. Similarly, a person who intentionally provides false information to the University during an investigation or disciplinary proceeding action may be subject to disciplinary action.

Procedures

A. General

1. The following procedures are intended to protect the rights of the aggrieved party (hereinafter, "the Complainant") as well as the party against whom a complaint of discrimination or harassment is lodged (hereinafter "the Respondent") as required by state

and federal laws. Each complaint must be properly and promptly investigated and, when warranted, appropriate disciplinary action taken against the Respondent.

2. APSU'S Office of Legal Affairs shall always be consulted prior to investigation. Hereinafter, references to "Legal Affairs" shall mean APSU'S Office of Legal Affairs.
3. In situations that require immediate action, because of safety or other concerns, the University may take any disciplinary action that is appropriate, e.g., suspension with pay pending the outcome of the investigation. Students may be placed on interim suspension under the appropriate circumstances pending the outcome of the investigation. Legal Affairs shall be contacted before any immediate action is taken.

B. Filing Complaints

1. Any current or former student, applicant for employment, current or former employee, contractor or third party who believes he or she has been subjected to discrimination or harassment covered by this policy or who believes that he/she has observed discrimination or harassment taking place shall present the complaint to one of the offices designated below that shall conduct the investigation:

Complaints against students: (except complaints filed under Title VI – discrimination on the basis of race, color, and national origin):

Office of Student Affairs/Dean of Students
Morgan University Center, Room 206
(931) 221-7341

Complaints against faculty, staff, contractors, or third parties:

Office of Equal Opportunity and Affirmative Action
Browning Building, Room 7CA
(931) 221-7160

Complaints filed under Title VI (against faculty, staff, students, contractors or third parties):

Title VI Coordinator (or his/her designee)
Office of Equal Opportunity and Affirmative Action
Browning Building
(931) 221-7178

2. Complaints under Title VI of the Civil Rights Act of 1964, as amended, (i.e., prohibits discrimination and harassment on the basis of race, color or national origin) must be brought within 180 days of the last incident of discrimination or harassment. All other Complaints must be brought within 365 days of the last incident of discrimination or harassment. Complaints brought after that time period will not be pursued absent extraordinary circumstances.

The determination of whether the complaint was timely or whether extraordinary circumstances exist to extend the complaint period must be made in conjunction with Legal Affairs.

3. The Investigator will make every attempt to get the Complainant to provide the complaint in writing. The complaint shall include the circumstances giving rise to the complaint, the dates of the alleged occurrences, and names of witnesses, if any. Appendix A is a sample complaint form. The Complainant shall sign the complaint. However, when the Complainant refuses to provide or sign a written complaint, the matter will still be investigated and appropriate action taken.

In the event that a Complainant decides that he/she does not want to pursue the complaint or makes the complaint anonymously, the investigator will, in consultation with the Office of Legal Affairs, determine whether to continue to pursue the complaint to the extent that it can. A request for confidentiality and/or an anonymous complaint will be evaluated in the context of APSU's responsibility to provide a safe and nondiscriminatory environment for all students, faculty, and staff.

4. The investigator shall notify the Complainant of resources available to him/her, such as counseling, health services, and his/her right to file a complaint with appropriate outside agencies.
5. If the complaint does not rise to the level of discrimination or harassment, the complaint may be dismissed without further investigation after consultation with Legal Affairs. The Complainant should be informed of other available processes such as the employee grievance/complaint process, or a student non-academic complaint process.

C. Investigation

1. Legal Affairs and the Office of Equal Opportunity and Affirmative Action shall be notified of the complaint; whether written or verbal, as soon as possible after it is brought to the attention of the Investigator, and the investigation will be under the direction of Legal Affairs. All investigatory notes and documents shall be attorney work product. The Investigator shall notify the President that an investigation is being initiated. If the complaint is filed under Title VI, the Investigator shall report the commencement of an investigation to the Commission within ten (10) days. (THRC Title VI Rule 1500-01-03-06 – Investigations)
2. When the allegation of discrimination or harassment is against the EEO/AA/ Title VI or Title IX, or Student Affairs Officer, the President will identify an individual who has been trained in investigating such complaints to investigate the complaint and carry out the responsibilities assigned pursuant to this policy. When the allegation of discrimination or harassment is against the President, the EEO/AA officer shall notify the Board of Trustees who will assign an investigator who will make his/her report to the Board.
3. For each report of protected class discrimination or harassment to be investigated, the University may select an investigator of its choosing, provided that the investigator has the appropriate training. Any investigator chosen to conduct the investigation must be impartial and free of any conflict of interest. The

investigator may be a University employee or an external investigator engaged to assist the University in its fact gathering. Investigations of reports of protected class discrimination or harassment are usually performed by the Office of Equal Opportunity and Affirmative Action (if the Respondent is an employee or other non-student) or the Office of Student Affairs (if the Respondent is a student).

4. When a student is involved as the Complainant, the Respondent or an individual interviewed, all documentation referring to that student shall be subject to the provisions and protections of the Family Educational Records and Privacy Act (FERPA) and Tennessee Code Annotated Section 10-7-504(a) (4), which requires that certain student disciplinary records are subject to disclosure pursuant to a public records request.
5. In consultation with and under the direction of Legal Affairs, the Investigator shall conduct an investigation of the complaint. The investigation shall include interviews with both the Complainant and the Respondent, unless either declines an in-person interview. The investigation shall also include interviews with relevant witnesses named by the Complainant and Respondent. The purpose of the investigation is to establish whether there has been a violation of the policy. It is the responsibility of the Investigator to weigh the credibility of all individuals interviewed and to determine the weight to be given information received during the course of the investigation.
6. To the extent possible, the investigation will be conducted in such a manner to protect the confidentiality of both parties. However, the Complainant, the Respondent and all individuals shall be informed that APSU has an obligation to address discrimination and/or harassment and that, in order to conduct an effective investigation, complete confidentiality cannot be guaranteed. Information may need to be revealed to the Respondent and to potential witnesses. However, information about the complaint should be shared only with those who have a need to know about it. The Complainant and

Respondent shall also be informed that a request to inspect documents made pursuant to the Public Records Act may result in certain documents being released.

A Complainant may be informed that if he or she wants to speak privately and in confidence about discrimination or harassment, he or she may wish to consult with a social worker, counselor, therapist, or member of the clergy who is permitted, by law, to ensure greater confidentiality.

7. Additionally, the Complainant may be given assurances that measures will be taken against the Respondent should there be retaliation against him or her. Retaliation is prohibited and should be reported to the Investigator immediately. Allegations of retaliation must also be investigated pursuant to the procedure set out in this Policy.
8. The Investigator shall notify in writing the Respondent within five (5) working days of receipt of the complaint, and the Respondent shall receive a redacted version of the complaint. The Respondent shall respond in writing to the complaint within five (5) working days following the date of receipt of the investigator's notification.
9. If either the Complainant or the Respondent is a student, the Investigator should communicate the prohibition against disclosure of personally identifiable information with regard to the student, based on FERPA.
10. The Complainant, the Respondent and all individuals interviewed shall be notified that any retaliation engaged in connection with the complaint or its investigation is strictly prohibited regardless of the outcome of the investigation and may, in itself, be grounds for disciplinary action.
11. At any time during the course of the investigation, the Investigator may meet with both the Complainant and the Respondent individually for the purpose of resolving the complaint informally. Either party has the right to end informal processes at any time. If

informal resolution is successful in resolving the complaint, a report of such, having first been reviewed and approved by Legal Affairs, shall be submitted to the President or Board of Trustees (if the allegation is against the President).

12. If informal resolution is unsuccessful, the Investigator shall draft a report summarizing the investigation that shall be sent to Legal Affairs and the Office of Equal Opportunity and Affirmative Action for review. Each report shall outline the basis of the complaint, including the dates of the alleged occurrences, the response of the Respondent, the findings of the Investigator, whether there were any attempts made to resolve the complaint informally, a determination of whether there was a violation of the Policy, and recommendations regarding disposition of the complaint.

After review by Legal Affairs, and review and approval by the Director of Equal Opportunity and Affirmative Action, the report shall be submitted to the President or Board of Trustees within sixty (60) calendar days following receipt of the complaint absent cause for extending the investigation timeline. No working papers, statements, etc., generated in the investigation should be attached to the report to the President or Board of Trustees. In situations where more time is needed to complete the investigation, for reasons such as difficulty in locating a necessary witness or complexity of the complaint, additional time may be taken, but only following notice to Legal Affairs and written notice to both the Complainant and the Respondent.

13. If, after investigation, there is insufficient evidence to corroborate the complaint or, in any situation in which the Complainant refuses to cooperate in the investigation, it may be appropriate to discuss the complaint with the Respondent, informing him or her that he or she is not being accused of a discrimination/harassment violation, but that the conduct alleged, had it been substantiated, could be found to violate this Policy. Any investigation and subsequent discussion should be documented and a report submitted to the President as set forth in this

procedure. It should also be noted that conduct that does not rise to the level of actionable discrimination or harassment may, nevertheless, provide a basis for disciplinary action through the supervisory chain against the Respondent.

14. The President or Board of Trustees shall review the Investigator's report and make a written determination within a reasonable time as to whether a violation has occurred and what the appropriate resolution should be. After the President or Board of Trustees has made this determination, the Investigator shall, absent unusual circumstances and after consultation with Legal Affairs, provide the Complainant, the Respondent, and the Director of Equal Opportunity and Affirmative Action, with a copy of the determination along with a copy of the Investigator's report.
15. If the investigation reveals evidence that a violation of the policy has occurred, the President or Board of Trustees must take immediate and appropriate corrective action. Such action may include meeting with the Respondent and/or the Complainant and attempting to resolve the problem by agreement. Appropriate steps must be taken to ensure that the discrimination or harassment will not reoccur.
16. After completion of the investigation and any subsequent disciplinary proceedings, all documentation shall be forwarded to Legal Affairs. However, copies of the President or Board of Trustees's determination, the Investigator's report, the complaint, and documentation of any disciplinary action taken against the Respondent should be placed in a file maintained on campus. This file shall be maintained in a location designated by the President or Board of Trustees. If disciplinary action was taken, copies of documentation establishing such action taken against the Respondent, whether employee or student, shall also be maintained in the Respondent's personnel or student record, as appropriate.

Some documents involved in a discrimination or harassment matter may be subject to the Public Records Act and thus open to public inspection. Other

documents may be protected under FERPA, the attorney/client privilege, or attorney work product and will not be releasable. If a Public Records request is received, Legal Affairs must be consulted prior to the release of any documents.

17. The disciplinary action(s) taken and/or the sanction(s) imposed shall be communicated to the Director of Equal Opportunity and Affirmative Action.

D. Appeal of Decision

Because APSU is committed to a high quality resolution of every case, APSU affords the Complainant and Respondent an opportunity to appeal the President's decision concerning the Respondent's responsibility for the alleged conduct. The appeal process shall consist of an opportunity for the parties to provide information to APSU's attention that would change the decision. The appeal process will not be a *de novo* review of the decision, and the parties will not be allowed to present their appeals in person to the President unless the President determines, in his/her sole discretion, to allow an in-person appeal.

1. APSU shall provide written notice of the appeal process to the parties at the time that the parties are advised of the outcome of the investigation.
2. Either party may send a written appeal to the President within ten (10) working days, absent good cause, of receipt of the President's determination. The appealing party(ies) must explain why he or she believes the factual information was incomplete, the analysis of the facts was incorrect, and/or the appropriate legal standard was not applied, *and* how this would change the determination in the case. Failure to do so may result in a denial of the appeal.
3. The President will issue a written response to the appeal as promptly as possible. This decision will constitute APSU's final decision with respect to the President's determination.

If the President's decision includes disciplinary action, the procedures for implementing the decision shall be

determined by the applicable policies relating to discipline (e.g., employee grievance/complaint procedure, student disciplinary policies, and/or academic affairs policies).

In matters where the complaint is decided by the Board of Trustees, a decision of the Board shall be final and not subject to appeal.

The disciplinary action(s) taken and/or the sanction(s) imposed shall be communicated to the Director of Equal Opportunity and Affirmative Action.

Other Applicable Procedures

An aggrieved individual may also have the ability to file complaints with external agencies such as the Equal Employment Opportunity Commission (EEOC), the Tennessee Human Rights Commission (THRC), the Office of Civil Rights (OCR), and the courts.

Please note that the deadline for filing with external agencies or courts may be shorter than the deadline established for filing a complaint under this Policy.

Related Forms

**Discrimination/
Harassment Complaint
Form**

[Complaint Form](#)

Links

APSU Policy 6:001

http://www.apsu.edu/policy/6s_nondiscrimination_harassment_and_sexual_misconduct_policies/6001-sexual-violence-and-stalking.php

Office of Student Affairs

<http://www.apsu.edu/student-affairs/student-affairs-departments>

**Office of Equal
Opportunity and
Affirmative Action**

<http://www.apsu.edu/affirmative-action>

Revision Dates

APSU Policy 6:004 – Rev.: September 17, 2018
APSU Policy 6:004 – Rev.: February 27, 2018
APSU Policy 6:004 (previously 5:003) – Rev.: March 25, 2017
APSU Policy 6:004 – Rev.: September 11, 2012
APSU Policy 6:004 – Issued: November 13, 2009

Subject Areas:

Academic	Finance	General	Human Resources	Information Technology	Student Affairs
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Approved

President: signature on file

Appendix D

Federal Agency Description	Internal Descriptor	Grant Start	Grant End	Description	Expenditures
Department of Education	TRIO-EOC	Sep 1, 2016	Aug 31, 2021	Serves low-income, first-generation, veterans, and individuals with disabilities. The program serves three counties in Tennessee (Montgomery, Houston, and Stewart. In Kentucky Christian county and Fort Campbell Military Base. The program assist individuals in choosing a post-secondary institution of higher education and a suitable financial aid program This particular program serves annually, 1500 adults 19 years and older in the target area	\$ 320,057.00
Department of Education	TRIO-SSS	Sep 1, 2016	Aug 31, 2020	Serves students at Austin Peay State University who are low-income, first-generation, veterans, and individuals with disabilities. The program is designed to assist these students to stay in college until they earn their baccalaureate degree. Services include tutoring, counseling, and remedial instruction.	\$ 250,370.00

Appendix D

Federal Agency Description	Internal Descriptor	Grant Start	Grant End	Description	Expenditures
Department of Education	TRIO-UB	Sep 1, 2017	Aug 31, 2022	Assists economically disadvantaged and potentially first generation high school students from Houston, Cheatham Co. Central and Stewart County High Schools. The Upward Bound programs prepare high school students for postsecondary education. We provide college application assistance, FAFSA assistance, career and college choice selection workshops, cultural events and tutoring. All services are provided completely free of charge to participants and families.	\$ 267,743.00
Department of Education	TRIO- VUB	Sep 1, 2017	Aug 31, 2021	Enables veterans transitioning from military service to civilian life to achieve pre-college educational goals. The VUB program is free, with no associated fees, and provides education materials and support services to eligible veterans.	\$ 93,535.00
National Science Foundation	Field Bio	Sep 1, 2016	Aug 30, 2019	Rescuing three imperiled Kentucky herbaria and integrating them into the Mid-South's most active herbarium at Austin Peay State University (APSC).	\$ 75,892.00

Appendix D

Federal Agency Description	Internal Descriptor	Grant Start	Grant End	Description	Expenditures
National Aeronautics and Space Administration	Physics	Oct 3, 2016	Sep 6, 2018	Perform Basic Research on a best-efforts basis.. The primary aim of Basic Research is a fuller knowledge or understanding of the subject under study, rather than a practical application of that knowledge.	\$ 3,774.00
National Science Foundation S-STEM	Computer and Information Science and Engineering	Aug 1, 2012	Jul 31, 2017	To identify, recruit and graduate students from community colleges, military personnel, veterans and	\$ 8,408.00
National Science Foundation	Mathematical and Physical Sciences	Aug 1, 2014	Jul 31, 2017	This RUI (Research in Undergraduate Institutions) project had several distinct scientific outcomes as well as a significant educational impact (including outreach to high school and elementary school students). These include the establishment of strong, internationally recognized undergraduate research program in glass science at a regional university in middle Tennessee, which serves a largely rural population with a high number of first-generation college students.	\$ 44,942.00

Appendix D

Federal Agency Description	Internal Descriptor	Grant Start	Grant End	Description	Expenditures
Department of Justice	Edward Byrne Memorial Justice Assistacne Grant Program Jag Equip	Jan 1, 2017	Sep 30, 2017	It provides support to enhance law enforcements efforts to improve many of the crime prevention programs. It provides assistance in helping further the community policing concept by providing funds to acquire equipment and to support initiatives to improve programs used by local law enforcement jurisdictions.	\$ -
National Aeronautics and Space Administration	Science-With Vanderbilt TN Space Grant	Aug 4, 2015	Aug 3, 2018	We are conducting an imaging and spectroscopic study of the open star cluster Dolidze-35. The initial effort is to verify this is a true cluster (done, paper in preparation). The extended goals are to determine the total membership and age of the cluster, the metal enrichment of the cluster, and final to search for evidence of exoplanets in the cluster.	\$ 47,709.00
Department of Agriculture	Center for Field Biology	Jun 1, 2013	May 31, 2016	Over its fourteen years of operation at APSU, Project WET has an established network of facilitators (trained individuals who conduct Project WET workshops) and cooperating partners in Tennessee. In the last three years, faculty at Tennessee Universities have included Project WET as part of their teacher education classes.	\$ -

Appendix D

Federal Agency Description	Internal Descriptor	Grant Start	Grant End	Description	Expenditures
Department of Agriculture	Field Bio	Sep 1, 2015	Jun 24, 2020	To raise awareness of nonpoint source pollution (NPS) issues among current and future Tennessee teachers of preK-12 th grades and to provide teachers with background knowledge, curriculum materials, and activities that they can easily implement in their classrooms to teach their students about NPS issues and how to reduce MPS impacts to waters.	\$ 658.00

Appendix D

Federal Agency Description	Internal Descriptor	Grant Start	Grant End	Description	Expenditures
Department of the Interior	Endangered Species Conservation - Recovery Implementation Funds	Jan 1, 2015	Dec 31, 2017	<p>Comprised of over 170,000 research-quality herbarium and vertebrate specimens. While the NHC has contributed to education and research locally, use by the broader scientific community and public has been limited by restricted access to specimens and low online visibility. Additionally, recent growth from increased research activities of faculty and students contributed to overcrowding of specimens, damage from insufficient pest control in the herbarium, and limits to its continued use as a regional specimen repository. Major goals of this project were to: (1) secure collections from threats stemming from pests and overcrowding, and (2) increase collections accessibility and utility in research, education, and outreach beyond APSU.</p>	\$ 96,305.00

Appendix D

Federal Agency Description	Internal Descriptor	Grant Start	Grant End	Description	Expenditures
Department of the Interior	State Wildlife Grants	10/102015	Dec 31, 2017	The Blackside Dace (<i>Chrosomus cumberlandensis</i>) is a federally threatened minnow native to a small range in Kentucky and Tennessee. In order to execute a biologically relevant conservation strategy, information regarding connectivity, genetic health, and population structure is required. The current study will allow us to compare multiple stream systems, both in protected areas and unprotected areas, to assess contemporary influences on population size, structure, and connectivity.	\$ 4,859.00
National Science Foundation	Bio Sciences	Jun 1, 2014	May 3, 2017	Natural History Collections of Austin Peay State University: Information and Infrastructure Improvements of the Herbarium and Vertebrate Collections.	\$ 53,073.00

Appendix D

Federal Agency Description	Internal Descriptor	Grant Start	Grant End	Description	Expenditures
NSF Reasons for Rarity	Biological Sciences	Sep 1, 2017	Sep 31, 2021	This NSF study focuses on the question of why some species are rare while other species are widespread. To address this question, we are comparing the population genetics and phenotypic plasticity of some closely related rare and widespread plant species, selecting six pairs of congeners (species from the same genus) from different taxonomic groups in an attempt to find general trends that apply widely.	\$ 788.00
NSF	Biological Sciences	May 1, 2018	9/30/2021	A field week Approach to Determine the Drivers of Forest	\$ -
				Stress in the Greater Yellowstone Ecosystem. Our proposed study is an excellent example of the data that can reconstruct climate, insect outbreaks of defoliators as well as bark beetles, and fire, to examine the differential effects of all of these disturbances driving forest change.	
Total					\$ 1,268,113.00

**Austin Peay State
University**

Limited English Proficiency (LEP)

POLICIES

Issued: March 25, 2017

Responsible Official: Director of Equal Opportunity and Affirmative Action

Responsible Office: Office of Equal Opportunity and Affirmative Action

Policy Statement

Austin Peay State University will take reasonable steps to provide access to persons with Limited English Proficiency (LEP) as required under Title VI of the Civil Rights Act of 1964, as amended.

Purpose

The purpose of this policy is to outline the procedure regarding the provision of interpreter/translator services for persons who have Limited English Proficiency (LEP).

Definitions

The Department of Justice defines persons with LEP as “those individuals who have a limited ability to read, write, speak, or understand English.”

Procedures

APSU may encounter LEP persons in the form of international students, faculty, staff and other individuals seeking service and access to programs. There are specific APSU policies that deal with the ability to read, write, speak or understand English before admission to the University and before being hired by the University.

These procedures below apply to other situations involving persons with LEP. APSU will

1. Post services available to LEP persons in highly visible areas.

2. Identify the language of the language and communication needs of the LEP person who makes himself or herself known to the institution.
3. Have options to address the LEP person’s needs which may include:
 - a. Using language identification cards (or “I speak cards”) or posters to determine the language;
 - b. Maintaining an accurate list of available employee interpreters, if applicable;
 - c. If necessary, obtaining an outside interpreter.
4. The Title VI Coordinator will regularly assess the efficacy of these procedures.
5. Individuals who believe they have not been provided reasonable access to LEP services may file a complaint with the Title VI Coordinator within 180 days after the last incident.

Title VI Coordinator
 Browning Building
<http://www.apsu.edu/affirmative-action/title-vi-civil-rights-act-1964>
 (931) 221-7178

Revision Dates

APSU Policy 6:002 – Issued: March 25, 2017

Subject Areas:

Academic	Finance	General	Human Resources	Information Technology	Student Affairs
		<input checked="" type="checkbox"/>			

Approved

President: signature on file

HARASSMENT/ DISCRIMINATION COMPLAINT FORM

Austin Peay State University (APSU), welcomes and honors people of all races, creeds, cultures, and sexual orientations. The University values intellectual curiosity, pursuit of knowledge, and academic freedom and integrity. In keeping with those values, the policies of APSU expressly prohibit the following:

- * discrimination against employees, students, or applicants for employment or admission, on the basis of race, color, religion, sex (including sexual harassment, sexual orientation, gender identity, marital status), national origin, age, disability, or protected veteran status;
- * discrimination against other participants in educational programs and activities (which includes certain individuals who are not employees, students, or applicants for employment or admission) on the basis of race, color, national origin, sex, or disability; and
- * Retaliation against any person who in good faith reports a practice that he/she believes violates non-discrimination policies.

If you are an employee, student, applicant for employment, applicant for admission, or are otherwise a participant in an APSU program or activity, and you believe you have been discriminated against in violation of the policies outlined above, the process below is designed to help you resolve your complaint. **This form may be used to file a complaint of discrimination or harassment with the APSU Office of Equal Opportunity and Affirmative Action (OEO/AA), but it is not required to file a complaint.** Complaints must be in filed in writing within 365 days of the alleged discriminatory action. In certain circumstances, at the discretion of OEO/AA, complaints filed outside that time limit, or not submitted in writing, may be investigated. You may print this form and submit it directly to OEO/AA, fax to (931) 221-6345, or mail to Office of Equal Opportunity and Affirmative Action, Austin Peay State University, P.O. Box 4457, Clarksville, TN 37044.

Date

I. Personal Information

Name Check your preferred contact method below:
 E-Mail _____
Address Work Phone: _____
City State Zip Code Home Phone: _____
 Other (Cell): _____
Country

II. Affiliation

Employee: Department
Position Title
Supervisor
 Student: Undergraduate Graduate
 Other:

III. Respondent(s) - person(s) and/or department against whom the complaint is being filed

Name
Department
Title

IV. Basis of Your Complaint - check all that apply

Race Religion Sexual Harassment Marital Status Age
 Color Gender Sexual Orientation Veteran Status Disability
 National Origin Pregnancy Gender Identity

V. Using the space below, describe the specific ad(s) alleged with dates, time(s), locations(s), and the names of any witnesses who may have observed the incident and/or experienced similar treatment. Your complaint is not limited to the space provided. You may attach any additional materials, which may assist in the investigation.

VI. How would you like to see the situation resolved and/or what remedy are you seeking?

VII. Acknowledgement

I certify that to the best of my knowledge the information that I provided is accurate and the events and circumstances are as I have described them. I understand and acknowledge that a copy of this complaint will be provided to the alleged offender (respondent). I am willing to cooperate fully in the investigation and provide whatever evidence the University deems relevant.

While complete confidentiality cannot be guaranteed, I understand that all complaints will be handled in such a way that confidentiality will be protected to the extent possible. Information about the complaint will be shared on a limited basis only with those who need to know. I further understand that filing a complaint with the Office of Equal Opportunity and Affirmative Action does not preclude me from filing an allegation with an external agency nor does it extend time limits for such a complaint.

APSU does not tolerate adverse treatment of its employees or students because of the filing a complaint of or providing information related to a complaint. Any actions that may constitute retaliation should be reported to OEO/AA immediately.

If you believe that you have been retaliated against, please check here.

Signature Date

In Acrobat reader you can sign electronically under the document tab and then sign: apply ink signature.

Appendix G - Vendors

Appendix G Vendors					
Date	Vendor		Description of Services Provided	Amount	Competitive or Non-competitive
7/3/2017	Coca-Cola Bottling Works of Tullahoma Inc	Women Owned	C-18-0055 RFP 17-047 Soft Drink Bottling Supplier	(100,000.00)	Competitive
7/3/2017	Barnes & Noble College Booksellers LLC	Undisclosed	C-18-0031 RFP 17-046 - Bookstore Management Services	(500,000.00)	Competitive
7/3/2017	Megan Geckler Studio, Inc.	Undisclosed	C-18-0014 Megan Geckler Studio, Inc. - PSA - Visiting artist will create an installation of artwork for the new Art and Design building and give a Visiting Artist Lecture in the Fall 2017 and Spring 2018. Sept. 11, 2017 - Feb. 2, 2018.	3,000.00	Non-competitive
7/3/2017	TeamDynamix Solutions, LLC	Undisclosed	C-16-0450 - TeamDynamix application software licenses. Software Licenses: SaaS Licenses - Enterprise (7), Technician user (37), Student technician (10). July 1, 2017 - June 30, 2018	23,826.00	Non-competitive
7/3/2017	Short's Travel Management	Women Owned	C-18-0058 RFP #17-072 - Athletic Travel Services	49,000.00	Competitive
7/3/2017	Fresh Variety LLP	Women Owned	C-18-0021 Fresh Variety to provide services of Ivan Pecel for a 60min juggling show Sept. 30, 2017	2,550.00	Non-competitive
7/3/2017	MKR Services Inc	Undisclosed	C-18-0022 MKR Services Inc - PSA for contractor to provide their virtual reality simulator call Emotion Matrix on Monday, October 30, 2017	2,850.00	Non-competitive
7/3/2017	Amy Sherald	African American	C-18-0025 - Visiting artist will visit campus and give lecture about her work and her artistic practice April 5, 2018.	4,500.00	Non-competitive
7/3/2017	Matthew Z Grisham	Small Business	C-18-0027 Matthew Z Grisham - PSA to provide 200 Custom ID Cards, 200 Old Time Green Screen photos on Oct. 1, 2017 for Family Weekend at APSU.	2,500.00	Non-competitive
7/3/2017	David Hall Entertainment Inc.	Small Business	C-18-0029 David Hall Entertainment Inc. - PSA to provide Hypnosis show (Cards Against Hypnosis) on Sept. 7, 2017 at APSU's Morgan University Center Plaza.	2,500.00	Non-competitive
7/3/2017	EBSCO Industries Inc	Undisclosed	C-14-0333 - collection of electronic databases from EBSCO Publishing, including Academic Search Premier and thirteen other databases	109,937.00	Non-competitive
7/3/2017	Massage On The Go	Women Owned	C-18-0032 Massages on the Go PSA to provide 5 massage therapists on Dec. 6, 2017 from 10 a.m. - 2 p.m. in 3 locations on campus (Morgan University Center (2), Library (2) and Foy Fitness Center (1)).	3,480.00	Non-competitive
7/3/2017	Father Ryan High School	Undisclosed	C-18-0036 - Use of Facilities Memorial Health Gym, Track, Clement Auditorium, Dunn Center Front Lawn, Foy Pool, UC 103A, UC 303, UC305, UC306, UC308, UC312, UC Ballrooms. July 23 - July 27, 2017	(14,880.00)	Non-competitive
7/3/2017	Amped Events	Undisclosed	C-18-0033 Amped Events - PSA contractor to provide GPC Make and Take event featuring custom tumblers on September 20, 2017 11am - 3pm in the UC Plaza.	1,800.00	Non-competitive
7/3/2017	Tropical Extremes Inc.	Small Business	C-18-0028 - Laser Battle from 5-9 p.m. in the UC Ballroom on Thursday, Nov. 16, 2017.	2,990.00	Non-competitive
7/3/2017	Savant Learning Systems Inc	Undisclosed	C-18-0047 - 18 certified Officer of Public Safety to take P.O.S.T. approved classes online to complete 40 hours of in-service. July 1, 2017 - June 30, 2018	1,242.00	Non-competitive
7/3/2017	Instructional Connections LLC	Undisclosed	C-18-0051 - Educational support services	50.00	Non-competitive
7/3/2017	Steris Corp	Undisclosed	C-16-0122 - FY18 Comprehensive Coverage including preventive maintenance and Service on three pieces of equipment: 400 LAB Glassware Washer (#361599800), 20x38 Century Gravity Sterilizer (#010619901), 20x38 Century Gravity Sterilizer (#011779902)	12,717.62	Non-competitive
7/3/2017	Ed4Online	Undisclosed	C-17-0605 Online Learning Services - RFQ 17-098	49,800.00	Competitive
7/3/2017	Yuhua Su	Women Owned	C-18-0057 - Statistical consulting July 1, 2017 - August 31, 2017	1,760.00	Non-competitive
7/3/2017	DHHIRA	Small Business	C-17-0085 - Sign language interpreting for students and public access. Year 2 - 8/10/2017 - 8/9/2018	99,000.00	Competitive
7/3/2017	Royall and Company	Undisclosed	C-16-011 Custom Application Marketing	444,975.00	Competitive
7/6/2017	Music Theatre International	Undisclosed	C-18-0015 - Royalty fee and rental of "Company" October 5-8, 2017 (five performances). This includes orchestral and rental materials.	1,680.00	Non-competitive
7/7/2017	Parlay Music Group	Small Business	C-18-0018 - Acapella group, Kazual, to perform on Tuesday, October 10, 2017 at Clement Auditorium.	2,950.00	Non-competitive
7/11/2017	Stephen Alia Visual Design LLC	Undisclosed	C-18-0093 - To create visual design for GOMB - Aug. 1, 2017 - Sept. 1, 2017	2,000.00	Non-competitive
7/14/2017	Layer 3 Communications LLC	Undisclosed	C-18-0068 - Consulting Services per Line 10 on State of Tennessee Contract 30767 though June 30, 2018	-	Non-competitive
7/17/2017	Information Technologies LLC	Undisclosed	C-18-0083 - Police software	9,999.99	Competitive
7/19/2017	World Education LLC	Undisclosed	C-17-0611 - On line education services per RFQ 17-098	600,000.00	Competitive
7/20/2017	Iron Torch Creative	Women Owned	C-18-0109 Stage 2: Create one, 1-2 minute video for the Health and Counseling Center that reaches both students and gatekeepers with a positive mental health message aimed at raising awareness of health risks (including suicide) and resources.	2,500.00	Non-competitive
7/25/2017	Riverview Inn	Women Owned	C-18-0129 - Overflow Housing per RFQ 18-002	12,320.00	Competitive

Appendix G - Vendors

Date	Vendor		Description of Services Provided	Amount	Competitive or Non-competitive
7/27/2017	Riverview Inn	Women Owned	C-18-0116 - Montgomery Room rental for CoB fall faculty workshop on August 16-17, 2017.	2,823.90	Non-competitive
7/31/2017	Ellucian Company L.P.	Undisclosed	C-18-0097 - Banner Integration for eProcurement - Sept 1, 2017 - Aug. 31, 2018	3,254.00	Competitive
7/28/2017	EBSCO Industries Inc	Undisclosed	C-14-0333 - 2017-18 database renewal for American Antiquarian Society Historical Collection Fee, Philosopher's Index, and Short Story Index.	4,666.00	Non-competitive
7/31/2017	Terra Dotta LLC	Undisclosed	C-14-0133 - Software to manage student Study Abroad/Exchange program applications. Annual SaaS Base Fee: Year 5 of 5 Sept. 1, 2017 through Aug. 31, 2018	2,500.00	Non-competitive
8/1/2017	Avalon Technologies Inc.	Undisclosed	C-18-0149 - APSU Banner Project (Banner 9 Hardware/Services) Quote #PW000367 V1	100,529.65	Competitive
8/1/2017	Gotham Artists Talent Services	Undisclosed	C-18-0140 - Spoken word artist, Denice Frohman, will perform for students on Sept. 27 at 11:30 a.m. followed by lunch with Denice from 12:30 to 1:30 p.m.	4,000.00	Non-competitive
8/1/2017	Caladocious LLC	Women Owned	C-18-0017 - Visiting artist will give a talk on her artwork and artistic practice Oct. 4, 2017	5,000.00	Non-competitive
8/1/2017	LeaderShape Inc	Undisclosed	C-18-0110 - LeaderShape: CatalystOne day student leadership development program for 60 student participants with full facilitation and materials, all inclusive contract Sept. 23, 2017	4,950.00	Non-competitive
8/1/2017	Rise Against Hunger Inc	Undisclosed	C-18-0145 - service project on August 26, 2017 where (new name) Rise against Hunger, Inc. sets up and runs a meal packaging event for 100 - 200 people.	2,944.08	Non-competitive
8/2/2017	Carpenter Collective	Undisclosed	C-18-0065 - Visiting artist will give lecture on artistic work/practice in the evening, then offer workshop the following day. Feb. 7-8, 2018	4,000.00	Non-competitive
8/2/2017	Waterco of the Central States	Small Business	C-17-0091 - Provide drinking water for the Foy Fitness & Recreation Center facility. Year 2 of 5	1,392.00	Non-competitive
8/15/2017	Rise Vision USA Inc.	Small Business	C-18-0139 - Circular Ticker Project. TAF 18-CF2.	45,591.75	Non-competitive
8/15/2017	Volunteer State Community College	Undisclosed	C-16-0401 - APSU's use of facilities cost to offer courses through VSCC - FY18 July 1, 2017 - June 30, 2018	40,000.00	Non-competitive
8/15/2017	David Bieloh	Small Business	C-18-0104 - Design text and cover of Cait Weiss Orcutt's VALLEYSPEAK and design postcard and 1/4 page ad announcing the release of the book. 7/20/2017 - 8/30/2017	1,100.00	Non-competitive
8/16/2017	Mark E Hawkins	Undisclosed	C-17-0169 - AP Apollo Talent Show	21,800.00	Competitive
8/16/2017	John N Gardner Institute for Excellence in Undergraduate Ed	Small Business	C-17-0139 - Software/Cohort Agreement - September 26, 2016 - July 30, 2018 - Payment 2 of 3	26,833.33	Non-competitive
8/17/2017	Examity Inc	Undisclosed	C-17-0374 - RFP 17-009- Online proctoring services - FY18	75,000.00	Competitive
8/23/2017	Hannah L Pugh	Women Owned	C-18-0087 - To perform drum corp consultation for GOMB.	250.00	Non-competitive
8/24/2017	Wale Touring Inc	Undisclosed	C-18-0119 - Performance Concert during APEX Weekend on Sat, August 26, 2017	33,250.00	Non-competitive
8/29/2017	Blackboard Inc	Undisclosed	C-17-0037 CD-IDMS SAAS 2-5 License	4,638.00	Competitive
8/31/2017	Riverview Inn	Women Owned	C-18-0185 - Banquet room rental and catering - APSU Alumni Event Oct. 20, 2017	2,653.53	Non-competitive
8/31/2017	TeamDynamix Solutions, LLC	Undisclosed	C-18-0188 - SOW for TeamDynamix Professional Services at Austin Peay.	1,500.00	Non-competitive
8/31/2017	Dean Evans and Assoc. Inc	Undisclosed	C-18-0187 - EMS Master Calendar Additional Calendars & Annual Maintenance and Support (entire year)	1,500.00	Competitive
8/31/2017	Cappex.com LLC	Undisclosed	C-18-0174 - Online college matching service for high school prospects for APSU recruit system.	25,000.00	Non-competitive
8/31/2017	ProQuest LLC	Undisclosed	C-18-0105 - COS Pivot	5,850.00	Non-competitive
8/31/2017	ProQuest LLC	Undisclosed	C-18-0107 - PQDT Global Full Test	12,264.06	Non-competitive
9/1/2017	XOS Technologies	Undisclosed	C-18-0084 - Video software for one year.	9,950.00	Non-competitive
9/1/2017	Dell Marketing L P	Undisclosed	C-18-0200 - Dell order per attached Quote US PC SC 1018881760376.1 2017 09-01	93,549.36	Competitive
9/5/2017	Home Page Media Group LLC	Women Owned	C-18-0184 - Web ad on high school football focus page in Williamson and Sumner counties.	2,000.00	Non-competitive
9/5/2017	Nashville State Community College	Undisclosed	C-18-0208 - Claudia Rodriguez dual service agreement with NSCC 8/28/2017 - 12/18/2017	-	Non-competitive
9/7/2017	Ascend Learning Holdings LLC	Undisclosed	C-18-0158 - Consultation Services November 13-14, 2017	9,975.00	Non-competitive
9/1/2017	Cengage Learning	Undisclosed	C-17-0607 - Online Career Development Courses and Personal Enrichment Refresher Courses FY18	75,000.00	Competitive
9/8/2017	AV Marketing Group	Undisclosed	C-18-0172 - Two performances: Fall 2017 & Spring 2018. There will be 4-6 drummers to perform during the graduate recognition ceremonies 12.14.2017 & 5.3.2018	1,200.00	Non-competitive
9/8/2017	Nicole Walker	Women Owned	C-18-0209 - select the finalists from 21 semifinalist manuscripts for the 2017 Zone 3 Press CNF Book Award. Aug. 30, 2017 - Sept. 30, 2017	350.00	Non-competitive
9/12/2017	Jaime Casap	Hispanic American	C-18-0146 - Speaking engagement/presenter at APSU on February 21, 2018.	2,500.00	Non-competitive
9/12/2017	Swift Kick	Small Business	C-18-0141 - Student Leadership training / keynote performance for GovsLEAD and PeayRead program on Thursday November 30, 2017.	4,350.00	Non-competitive
9/12/2017	InterviewStream Inc	Undisclosed	C-17-0018 - Interview software - year 2 of 5	2,160.00	Non-competitive
9/12/2017	College Board	Undisclosed	C-17-0191 - Provide an integrated system for Admission Placement - Testing - Nov 4, 2017 - Nov 3, 2018	8,000.00	Competitive
9/14/2017	Betsy E Kaske	Women Owned	C-18-0196 - Costume Design for Theatre & Dance's production of Cripple of Inishman. Sept. 7, - Nov. 16, 2017	2,500.00	Non-competitive

Appendix G - Vendors

Date	Vendor		Description of Services Provided	Amount	Competitive or Non-competitive
9/19/2017	Rochford Hotel Group	Undisclosed	C-18-0223 - Venue for APSU senior leadership team development retreat Feb. 5 & 6, 2018	1,000.00	Non-competitive
9/20/2017	Michael R Smith	Service Disable-Veteran	C-18-0170 - Speaking engagement at APSU "Lifelong Learning" to faculty, staff, and students Sept. 27, 2017.	2,500.00	Non-competitive
9/21/2017	Ryan Meyer Photography	Small Business	C-18-0202 - Athletic Photography for the Cincinnati football away game	250.00	Non-competitive
9/22/2017	Jennifer Callahan	Women Owned	C-18-0124 - Screen film, BEULAH LAND, on Thursday, October 26, 2017, at 4:00 pm in the APSU Art & Design Building, room 120.	700.00	Non-competitive
9/26/2017	Winthrop Intelligence	Small Business	C-16-0202 - Renewal of software agreement for year 3 of 3 Nov. 1, 2017 - October 31, 2017	12,000.00	Non-competitive
9/28/2017	Riverview Inn	Women Owned	C-18-0240 - 3 rooms for 3 nights for guest speakers at APSU Grasslands Summit 11/5-11/7/17 to be paid by APSU. 17 rooms held for room block at a discounted rate for those that ask for this room block. Individual guests pay for their room.	693.00	Non-competitive
10/2/2017	Manners and Protocol LLC	Undisclosed	C-18-0232 Provide etiquette presentation and training for students during Fall Etiquette Dinner on Thursday Oct. 26, 2017.	500.00	Non-competitive
10/5/2017	Nuventive	Undisclosed	C-18-0054 RFP 17-066 - Provision of program/unit-level institutional effectiveness/outcomes assessment software - 10/3/2017 - 10/2/2022 - Year 1 of 5	88,250.00	Competitive
10/12/2017	Ryan Consulting LLC	Small Business	C-18-0182 Speaking engagement and workshop at APSU for Faculty has been scheduled for April 25, 2018.	2,756.68	Non-competitive
10/16/2017	Edfinancial Services	Undisclosed	C-17-0038 - Student Financial Aid Call Center	55,376.00	Competitive
10/16/2017	UNISA Inc	Undisclosed	C-18-0199 Perkins Loan Billing Services - Three year agreement, year one of three.	15,000.00	Competitive
10/19/2017	Ryan Fox	Small Business	C-18-0228 - To select repertoire for the Middle School SAB ensemble as part of Choir Fest 2017, to rehearse the ensemble throughout the day leading up to the public performance Oct. 19, 2017	650.00	Non-competitive
10/19/2017	Kirkland Productions Inc	Hispanic American	C-18-0273 - Contractor to provide the services of Chase Anthony to host the AP Apollo Oct. 19, 2017	1,900.00	Non-competitive
10/19/2017	Springer Customer Service Center LLC	Undisclosed	C-18-0229 - LYRISIS and Springer Nature Journals Group - APSU's letter of participation	-	Non-competitive
10/19/2017	EBSCO Industries Inc	Undisclosed	C-14-0333 - Music Index	4,463.00	Non-competitive
10/19/2017	EBSCO Industries Inc	Undisclosed	C-14-0333 - DynaMed	15,431.00	Non-competitive
10/20/2017	Qualtrics LLC	Undisclosed	C-18-0150 - survey software system per RFP 17-112 Oct. 1, 2017 - Sept. 30, 2018 Year one of five	19,000.00	Competitive
10/26/2017	Sonya Clark	African American	C-18-0231 - Visiting Roy Acuff Chair will be teaching a series of Art classes throughout the Spring 2018 semester. She will be bringing in approximately 3 visiting artists as part of the lecture series. Jan. 15, 2018 - May 4, 2018	35,000.00	Non-competitive
10/26/2017	Alicia Bosela	Women Owned	C-18-0284 - Manage initial seed collection project for Southeastern Grasslands Initiative.	3,000.00	Non-competitive
10/26/2017	Leanna Kirchoff	Women Owned	C-18-0281 To compose "To See That Red Thing Flow" for baritone, double bass and piano based on Guy de Maupassant's "The Diary of a Madman" for world premiere performance, October 31, 2017 in the Mabry Concert Hall, MMC Building, APSU.	2,000.00	Non-competitive
10/30/2017	College Board	Undisclosed	C-17-0191 - Renewal of Accuplacer placement testing units software contract - Year 2 of 5 - Nov. 1, 2017 - Oct. 31, 2018	8,000.00	Competitive
10/30/2017	Piece of Tish Work LLC	Undisclosed	C-18-0302 - Performance of the Black-Jew Dialogues, The Movement: 50 Years of Love and Struggle - November 7, 2017	2,750.00	Non-competitive
10/31/2017	Automatic Software Inc	Undisclosed	C-18-0277 - Professional Services Agreement for remote consulting	9,999.99	Non-competitive
10/31/2017	Cabell Publishing Inc	Small Business	C-14-0357 - Blacklist 09/28/17 to 09/29/18	10,244.50	Non-competitive
11/2/2017	YouVisit LLC	Undisclosed	C-18-0241 A virtual reality tour of campus for the website and an app to be use with virtual reality headsets for a one year term.	14,980.00	Non-competitive
11/13/2017	Kevin's Painting Service	Small Business	C-18-0307 Contractor will be building a museum quality display wall for the SGI Summit.	3,000.00	Non-competitive
11/13/2017	PeopleAdmin Inc	Undisclosed	C-18-0314 - Applicant Tracking	47,595.14	Competitive
11/16/2017	National Board for Professional Teaching Standards Inc.	Undisclosed	C-18-0210 - ATLAS software - One (1) year	6,500.00	Non-competitive
11/21/2017	Charter Communications	Undisclosed	C-17-0182 - GBPS Fiber Internet - December 1, 2017 - June 30, 2018. Year 2 of 5 of contract. TAF project #18-101	53,144.00	Competitive
11/27/2017	Don W Locke	Small Business	C-18-0317 CACREP Accreditation Consultant Nov. 15, 2017 - May 15, 2018	6,000.00	Non-competitive
11/28/2017	GradLeaders Inc	Undisclosed	C-15-0291 - CSO Pro License - Automated Data Feed - MTSU P0056778	6,365.00	Competitive
11/28/2017	Kristen Chapman	Women Owned	C-18-0337 - Help LGBT+ students with their "coming out stories." The project is called "The Out Project" from True Stories Let Loose. November 29, 2017 4:00 pm to 6:00 pm.	250.00	Non-competitive
11/28/2017	Event Audio	Undisclosed	C-18-0338 - Set up light/sound in MUC Ballroom, early morning December 8, 2017; dress rehearsal & sound checks 2pm-5pm December 8, 2017; performances 7pm, December 8, 2017 & 7pm, December 9, 2017 for Choral Holiday Dinner.	4,000.00	Non-competitive

Appendix G - Vendors

Date	Vendor		Description of Services Provided	Amount	Competitive or Non-competitive
12/4/2017	Christopher Mausert-Mooney	Small Business	C-18-0198 - Assist with field surveys and data compilation on the TDEC Wetlands phase 2 grant.	5,300.00	Non-competitive
12/12/2017	Kaltura Inc	Undisclosed	C-15-0302 - Video/Audio Captioning	20,000.00	Competitive
12/14/2017	Ring the Bell Management	Undisclosed	C-18-0369 - One hour performance of spoken word poetry as Keynote during annual student leadership conference on February 22, 2018.	2,900.00	Non-competitive
12/21/2017	Linkedin Corporation	Undisclosed	C-17-0594 - lyndaCampus Higher Education - EN Product SKU LCHEN01-1605 - for entire campus population, includes one master admin complimentary user - Jan. 1, 2018 - June 29, 2018	18,330.00	Competitive
12/21/2017	Education Networks of America Inc	Undisclosed	C-18-0305 - RFP 18-003 Web-Conferencing - December 20, 2017 - December 19, 2018	35,500.00	Competitive
12/24/2017	ModernThink LLC	Undisclosed	C-18-0381 - Great Colleges to Work For Survey	4,205.50	Non-competitive
12/24/2017	Lexmark Enterprise Software LLC	Undisclosed	C-18-0321 - Document Imaging Software and Services	455,383.08	Competitive
1/2/2018	Dell Marketing L P	Undisclosed	C-18-0374 Dell EMC Statement of Work for delivery of the Security POC.	-	Non-competitive
1/3/2018	Ilsan Uhak Center	Small Business	C-17-0401 Renewal - International Recruiting - Year 2 of 5	100.00	Non-competitive
1/3/2018	College Study US Inc.	Small Business	C-17-0319 Renewal - International Recruiting - Year 2 of 5	100.00	Non-competitive
1/3/2018	Kaplan International North America LLC	Undisclosed	C-18-0165 Renewal - International Student Recruiting - Year 2 of 5	100.00	Non-competitive
1/3/2018	Overseas Educational Corp	Women Owned	C-17-0323 Renewal - International Recruiting - Year 2 of 5	100.00	Non-competitive
1/5/2018	Karen P Helm	Women Owned	C-18-0322 - Consultant work on SACSCOC level change application.	3,124.00	Non-competitive
1/8/2018	Strata Information Group	Undisclosed	C-18-0370 - Remote consulting and Support Services	30,000.00	Non-competitive
1/11/2018	Kelly Ferris Lester	Women Owned	C-18-0394 - Guest Lecturer/ Dance.	750.00	Non-competitive
1/22/2018	Gotham Artists Talent Services	Undisclosed	C-18-0393 - GPC's Kosha Dillz event for February 12, 2018 at 7:00 p.m	2,000.00	Non-competitive
1/22/2018	Mark V Smith	Small Business	C-18-0339 - Consultant services for level change application January, 2018 to March 1, 2018.	4,374.00	Non-competitive
1/23/2018	VisualZen, Inc.	Hispanic American	C-16-0272 VZ Orientation V4.0 , Event Group/Advising Module, E-confirmation Packet, Online Orientation Module, and Task List Annual License Fee	9,245.00	Non-competitive
1/25/2018	Auteur87 LLC	Undisclosed	C-18-0432 - Wild'n Out Comedy Show for Peaynk Week will take place on January 24th at 7:30pm in the Clement Auditorium.	6,000.00	Non-competitive
1/29/2018	Toskr Inc	Small Business	C-18-0348 - Free trial of fundraising tool that will send text messages to alums	-	Non-competitive
1/29/2018	Donny C Larson	Small Business	C-18-0395 - GPC's Costume Coffee Mugs for February 7, 2018. Colorful Ceramic Mugs Personalized with White Vinyl Letters.	1,750.00	Non-competitive
2/6/2018	Dell Marketing L P	Undisclosed	C1760nw Color Printer w/3 yr ProSupport Technical Support	215.99	Competitive
2/8/2018	Manners and Protocol LLC	Undisclosed	C-18-0442 - Provide Etiquette presentation and training for students during Spring Etiquette Dinner on Wednesday March 28, 2018	500.00	Non-competitive
2/12/2018	LYRASIS	Undisclosed	C-18-0425 - Project MUSE Evidence-Based Acquisition (EBA) of Books on Project MUSE	6,000.00	Non-competitive
2/14/2018	Innovative Interfaces Inc	Undisclosed	C-18-0230 - Data Scoping Services for the Library	1,750.00	Non-competitive
2/16/2018	Amos Paul Kennedy Jr	African American	C-18-0443 - will visit the Acuff class, work with students and give a workshop utilizing the Goldsmith Press and give a public lecture on his work.	2,500.00	Non-competitive
2/16/2018	TownePlace Management LLC	Undisclosed	C-18-0444 - 25 total hotel room block at a discounted rate for African American Alumni Mixer being held October 26 2018. Hotel Room for DJ. Banquet Room rental of \$1000.	7,539.00	Non-competitive
2/16/2018	Allison Brazzel	Women Owned	C-18-0460 - Thirty minute cultural dance educational session during the annual Ziegler Leadership Forum on Thursday February 22, 2018.	100.00	Non-competitive
2/16/2018	Emma Inc.	Undisclosed	C-18-0467 - Subscription for Pro Plan; includes 25,000 monthly active contacts; used to send communication to faculty/staff and students.	2,028.00	Non-competitive
2/19/2018	CareerShift LLC	Small Business	C-18-0463 - CareerShift job hunting and integrated employment research tools	3,526.25	Non-competitive
2/19/2018	mStoner Inc	Undisclosed	C-18-0494 - Content planning and HTML for a faculty listing page and faculty profile/detail page	8,300.00	Non-competitive
2/16/2018	McNeely Pigott & Fox Public Relations LLC	Undisclosed	C-18-0388 - Media Buyer - 2/15/2018 - 6/30/2018 contract term 2/15/2018 - 2/14/2019	90,000.00	Competitive
2/20/2018	EBSCO Industries Inc	Undisclosed	C-14-0333 - International Bibliography of Theatre & Dance	2,746.00	Non-competitive
2/20/2018	EBSCO Industries Inc	Undisclosed	C-14-0333 - Arte Publico Hispanic Historical Collection,Revolutionary War Era Orderly Books from NY Historical,Civil War Primary Source Documents,African American Historical Serials,Play Index	2,703.00	Non-competitive
2/22/2018	REACH Sports Marketing Group Inc.	Undisclosed	C-18-0474 - Start up package which includes one-time profile set up, one-time EMS schedule integration, and one-time RAVE Emergency Alert integration.1 year digital signage software license	1,928.00	Non-competitive
2/27/2018	The College Agency LLC	Undisclosed	C-18-0485 - Ebony Stewart will be hosting Spoken Word Poetry on Feb 26th in Honor of Black History Month.	2,100.00	Non-competitive
2/28/2018	Liana Alpino	Small Business	C-18-0511 - To rehearse/perform on March 1, 2018 with the APSU Symphony Orchestra.	200.00	Non-competitive
3/2/2018	TeamDynamix Solutions, LLC	Undisclosed	C-16-0450 - Contract Amendment: APSUP00001.3 to modify TeamDynamix application license counts. Add Vanity URL (govstech.apsu.edu).	1,500.00	Non-competitive

Appendix G - Vendors

Date	Vendor		Description of Services Provided	Amount	Competitive or Non-competitive
3/2/2018	The Harbor Institute	Small Business	C-18-0501 - Speaking engagement by Rasheed Ali Cromwell, Esq. on March 1, 2018 lasting 90 minutes	3,000.00	Non-competitive
3/2/2018	Amped Events	Undisclosed	C-18-0431 - On March 20, 2018 GPC will be hosting a Make and Take event giving out custom licence plates.	1,500.00	Non-competitive
3/7/2018	Caprine Fitness	Service Disable-Veteran	C-18-0461 - Two sessions of Goat Yoga, including setup of fencing, shade tents, water source and sound system. Will provide certified insured instructor and baby goats. Sessions to take place 4 pm and 5 pm on Thursday April 12 as part of the GovsLEAD pro	281.65	Non-competitive
3/7/2018	ADD Action Coach Inc	Women Owned	C-18-0492 - Teach a workshop to students with disabilities on executive functioning and time management.	125.00	Non-competitive
3/8/2018	Adapt & Overcome Inc	Service Disable-Veteran	C-18-0391 - Keynote speaker for Unity Celebration March 14, 2018	15,410.00	Non-competitive
3/14/2018	Karen Gregg Elliott	Small Business	C-18-0514 - Develop communication strategy, define communication, best practices, and evaluation metrics for communication for the Southland Grants Initiative.	8,500.00	Non-competitive
3/12/2018	College Insider Inc	Small Business	C-18-0536 - host first and possibly second round of College Insider tournament	38,500.00	Non-competitive
3/16/2018	Jay Hirst Inc	Undisclosed	C-18-0541 - Glow Roller Rink for GPC Roller Rink Program March 19, 2018	2,500.00	Non-competitive
3/21/2018	Mark E Hawkins	Undisclosed	C-18-0503 - To provide sound reinforcement for APSU Jazz Fest, April 7, 2018.	1,500.00	Non-competitive
3/21/2018	MKR Services Inc	Undisclosed	C-18-0540 - GPC will be hosting their Collaborative Family Feud Event with NAACP - Student Org. The event will be held on April 3 from 5:30-6:30 in the ballroom.	2,600.00	Non-competitive
3/23/2018	Bwah Productions Inc	Undisclosed	C-18-0550 - GPC will be hosting an illusionist on March 29th at 7:00 pm in the Clement Auditorium. The teaser will be at 5:00 pm around the UC and the plaza.	2,000.00	Non-competitive
3/27/2018	Bloomberg Finance LP	Undisclosed	C-18-0211 - 3 billable licenses, 9 complimentary licenses, 9 terminals, 12 keyboards	67,500.00	Non-competitive
4/2/2018	TeamDynamix Solutions, LLC	Undisclosed	C-16-0450 - TeamDynamix application software licenses. Software Licenses: SaaS Licenses - Enterprise (10), Technician user (37), Student technician (10), Vanity URL (1). 3/31/2018 – 3/31/2019. Year 3 of 3	26,679.00	Non-competitive
4/9/2018	David Bieloh	Small Business	C-18-0574 - Cover and book design for Kelly Beard's AN IMPERFECT RAPTURE (Zone 3 Press), design 1/4-page conference program ad for AWP19, and Zone 3 journal cover design.	1,400.00	Non-competitive
4/9/2018	Hollie Chastain	Women Owned	C-18-0576 - Use of collage, "Dimming Superstition," as illustration for Zone 3	200.00	Non-competitive
4/10/2018	QM Quality Matters, Inc	Undisclosed	C-15-0393 Higher Education Rubric, Course Review and Peer Review. 6/2/2018 - 6/1/2019	3,465.00	Non-competitive
4/10/2018	Search Inside Yourself Leadership Institute	Undisclosed	C-18-0440 - Conference to be held June 14-15, 2018. 50% of gross revenue w/Institution. Payment to be made within 30 days of the completed program.	-	Non-competitive
4/10/2018	Vets2PM, LLC	Undisclosed	C-18-0547 Bid 18-028 for PMP Recruitment. Term April 6, 2018 - April 5, 2019 - Year one (1) of five (5)	128,000.00	Competitive
4/11/2018	Nashville State Community College	Undisclosed	C-18-0575 - Claudia Rodriguez teaching ECED 2385-L01- 3 semester hours Spring 2018 6.5 Saturdays 8am -3:00pm	-	Non-competitive
4/16/2018	Silent Events Inc	Undisclosed	C-18-0430 - Lets Glow Peay GPC April 26, 2018	2,575.00	Non-competitive
4/17/2018	Complete Capture LLC	Undisclosed	C-18-0571 - Photography/Videography for the Spring 2018 African American Graduate Recognition Ceremony, Thursday, May 3, 2018	550.00	Non-competitive
4/17/2018	OmniUpdate, Inc.	Undisclosed	C-16-0430 - web management system. Year 3 of 5-year contract. Contract term 4/27/2016 - 4/26/2021	31,500.00	Competitive
4/17/2018	T2 Systems, Inc.	Undisclosed	C-17-0557 - Flew Report Bundle - Quote 10073- per MTSU contact C17-0784	18,101.47	Competitive
4/17/2018	Fun Enterprises Inc	Undisclosed	C-18-0588 - Provided Henna Tattoo Artist April 17, 2018	1,500.00	Non-competitive
4/18/2018	Computer Lab Solutions	Women Owned	C-16-0453 LabStats Cloud-Based Subscription Renewal (800). Year 3 of 5 contract	4,200.00	Non-competitive
4/23/2018	Gregory Wing	Small Business	C-18-0601 - To serve as guest clinician with the APSU Trumpet Day attendees, August 21, 2018.	500.00	Non-competitive
4/30/2018	Mark E Hawkins	Undisclosed	C-18-0603 - To provide sound reinforcement for the May 1, 2018 Wind Ensemble performance, Downtown Commons, Clarksville.	500.00	Non-competitive
5/3/2018	Dell Marketing L P	Undisclosed	C-18-0611 - Windows defender advanced threat protection (WDATP) as a service.	15,000.00	Competitive
5/4/2018	Rufus Johnson Associates of Clarksville Inc	Small Business	C-18-0533 Master Agreement for professional consultant services for a variety of projects, buildings, and system types.	-	Competitive
5/4/2018	Genesis Engineering Group LLC	Small Business	C-18-538 - Master Agreement to provide professional consultant services for mechanical systems.	-	Competitive
5/4/2018	Beaver Engineering Inc	Small Business	C-18-0548 - Master Agreement for Geo technical engineering services.	-	Competitive
5/7/2018	Crowe Horwath LLP	Undisclosed	C-18-0602 - MIM – Banner – Active Directory Integration. Pursuant to Statewide Multi-Year Contract SWC 405 for Identity Access Management Solutions.	81,500.00	Competitive
5/10/2018	Rufus Johnson Associates of Clarksville Inc	Small Business	C-18-0617 - Design for renovation of Academic Support Center, 201 Dunn Center.	9,733.73	Competitive
5/17/2018	Thomson Reuters - West	Undisclosed	C-18-0457 WestLaw Monthly Assured Print Pricing Service	2,820.00	Non-competitive

Appendix G - Vendors

Date	Vendor		Description of Services Provided	Amount	Competitive or Non-competitive
5/17/2018	Hyland LLC	Undisclosed	C-18-0321 - Cost of installation, integration, and migration. Not to exceed \$307,840 billed at \$180/hr.	305,440.00	Competitive
5/21/2018	Pride Concrete LLC	Undisclosed	C-18-0637 Hand Village Housing Complex Maintenance per RFQ #18-079 Bid specs	135,486.00	Competitive
5/23/2018	JSTOR	Undisclosed	C-18-0399 - Library Database Collections - TBR contract #106619	48,913.00	Non-competitive
5/29/2018	Rauthiflor LLC	Small Business	C-18-0619 APSU access/participation to the Arcos Consortium	7,137.90	Non-competitive
5/25/2018	Fuse LLC	Undisclosed	C-18-0534 RFP 18-036 - Enrollment consulting services	92,100.00	Competitive
5/30/2018	Gilbert/McLaughlin/Casella Architects PLC	Small Business	C-18-0646 Design Services for Marion Street Renovation/UDC Relocation	3,100.83	Non-competitive
5/30/2018	Rise Vision USA Inc.	Small Business	C-18-0618 equipment and software to display financial media data in the Larry W. Carroll Trading Center- Innovation Rooms.	6,222.00	Non-competitive
5/30/2018	Triple S Contracting, Inc	Small Business	C-18-0483 Marion Street Apartment renovation per RFQ # 18-053 bid specs	91,202.00	Competitive
6/1/2018	Collegiate Sports Associates LLC	Small Business	C-18-0665 - Conduct search for APSU for the position of Athletic Director	50,000.00	Non-competitive
6/11/2018	DBS and Associates Engineering Inc	Undisclosed	C-18-0673 - Topo Study for Softball Stand upgrade	2,475.00	Non-competitive
6/15/2018	Avalon Technologies Inc.	Undisclosed	C-18-0667 Professional Services. VDI Healthcheck - Remote IT Engineering Services. State of TN contract #50187 RSWC 3014	3,900.00	Competitive
6/18/2018	ProQuest LLC	Undisclosed	C-15-0132 Bowker's Resources for College Libraries	826.40	Non-competitive
6/20/2018	Blackboard Inc	Undisclosed	C-18-0674 Proximity Readers and Install	21,606.00	Competitive
6/22/2018	vCISO Services LLC	Small Business	C-18-0668 IT security external assessments and testing.	8,820.00	Non-competitive
6/25/2018	HNA Engineering pllc	Undisclosed	C-18-0644 - Kimbrough Boiler Installation	18,335.55	Competitive
6/29/2018	Brailsford & Dunlavy Inc	African American	C-18-0623 Housing Master Plan	165,430.00	Competitive
6/29/2018	Tutor.com Inc	Undisclosed	C-18-0666 tutor.com for higher education	15,000.00	Non-competitive
6/30/2018	Gleeditions LLC	Women Owned	C-18-0676 Guided Literary E-text Editions1	886.00	Non-competitive

**TENNESSEE HUMAN
RIGHTS COMMISSION**



TITLE VI NOTICE

Title VI of the Civil Rights Act of 1964 (42 United States Code § 2000d) and Tennessee Code Annotated § 4-21-904 states that any entity receiving Federal financial assistance may not discriminate against their program beneficiaries or participants based on their color, national origin or race.

The Tennessee Human Rights Commission does not discriminate against any person based on age, color, creed, disability, familial status, national origin, race, religion, sex or on any other basis legally prohibited by or protected by Federal or State law.

If you think you have been discriminated against based on race, color or national origin in violation of Title VI of the Civil Rights Act of 1964 you can file a complaint with:

F.H. Guzman
Title VI Officer
Tennessee Human Rights Commission
312 Rosa L. Parks Avenue, 23rd floor
Nashville, TN 37243-1102

Or call 615-741-5825, or 1-800-251-3589. Or our website at www.tn.gov/humanrights

AVISO DE TITULO VI

El Título VI del Acta de Derechos Civiles de 1964 (42 Estado Unidos Código §2000d) y Código Anotado §4-21-904 determina que cualquier entidad que reciba asistencia financiera Federal no discrimine a los beneficiarios o participantes de sus programas en base a raza, color, u origen nacional.

La Comisión de Derechos Humanos de Tennessee no discrimina en contra de ninguna persona en base a raza, color, origen nacional, sexo, religión, incapacidad, edad, credo, estatus familiar, o cualquier otra base legal prohibida o protegida por la ley Federal o la ley Estatal.

Si usted cree que ha sido discriminado por motivos de raza, color u origen nacional en violación del Título VI de la Ley de Derechos Civiles de 1964 puede presentar una queja ante:

F.H. Guzman
Title VI Officer
Tennessee Human Rights Commission
312 Rosa L. Parks Avenue, 23rd floor
Nashville, TN 37243-1102

O llamar 615-741-5825, o 1-800-251-3589. O nuestro sitio de web www.tn.gov/humanrights

APSU Title VI Coordinator

Sheila Bryant
bryantm@apsu.edu
(931)-221-7178

LA LEY

empleadores privados, autoridades locales y estatales, instituciones educativas, agencias de empleo y organizaciones

solicitanter de empleo y los empleados de la mayoría de los empleadores privados, autoridades locales y estatales, instituciones educativas, agenci y organizaciones laborales están protegidos conforme a la ley federal contra la discriminación por cualquiera de los siguientes motivos:

1. COLOR, RELIGIÓN, SEXO, ORIGEN NACIONAL

ulo VII de la Ley de Derechos Civiles de 1964, y sus enmiendas, protege a los tantes de empleo y a los empleados contra la discriminación en la contratación, so, despido, sueldo, beneficios adicionales, capacitación laboral, clasificación, ncia, y otros aspectos del empleo, debido a la raza, color, religión, sexo (incluido barazo) u origen nacional. La discriminación religiosa incluye el no realizar los os razonables para las prácticas religiosas de un empleado, cuando tales arreglos ongan una dificultad indebida.

PACIDAD

io I y el Título V de la Ley de Estadounidenses con Discapacidades de 1990, y niendas, protegen a los individuos que califiquen contra la discriminación por apacidad en la contratación, ascenso, despido, sueldo, beneficios adicionales, ación laboral, clasificación, referencia, y otros aspectos del empleo. La inación por discapacidad incluye el no realizar los arreglos razonables para las ones mentales o físicas conocidas de un individuo con una discapacidad quien empleo o sea empleado, salvo que implique una dificultad indebida.

ontra la Discriminación por Edad en el Empleo de 1967, y sus enmiendas, protégé icitanter de empleo y a los empleados que tengan 40 años de edad o más contra inación por la edad en la contratación, ascenso, despido, sueldo, beneficios es, capacitación laboral, clasificación, referencia, y otros aspectos del empleo.

SALARIOS)

lmente a la prohibición de la discriminación por sexo estipulada en el Título VII de Derechos Civiles, y sus enmiendas, la Ley de Igualdad Salarial de 1963, y ndas, prohíbe la discriminación por sexo en el pago de salarios a los hombres que realicen un trabajo sustancialmente similar, en empleos que requieran strezas, esfuerzos y responsabilidades, bajo condiciones laborales similares, en establecimiento.

GENÉTICA

El Título II de la Ley contra la Discriminación por Información Genética (GINA) protege a los solicitantes de empleo y a los empleados contra la con basada en información genética, en la contratación, ascenso, despido, beneficios adicionales, capacitación laboral, clasificación, referencia, y del empleo. GINA también restringe la adquisición de la información g de los empleadores y limita estrictamente la divulgación de la informar La información genética incluye la información sobre las pruebas gen solicitantes de empleo, los empleados o sus familiares; la manifestació o desordenes en los familiares (historial médico familiar); y las solicit servicios genéticos por los solicitantes de empleo, los empleados o si

REPRESALIA

Todas estas leyes federales prohíben a las entidades cubiertas toma una persona que presente un cargo de discriminación, participe en r discriminación o se oponga a una práctica laboral ilegal.

QUÉ DEBE HACER SI CONSIDERA QUE HA OCURRIDO UNA DISC

Hay límites estrictos de tiempo para presentar cargos de discrimin Para conservar la capacidad del EEOC de actuar en su nombre y l derecho de presentar una demanda privada, en caso de que en últ necesite, usted debe comunicarse con el EEOC de manera oportu la discriminación:

La Comisión para la Igualdad de Oportunidades en el Empleo d 1-800-669-4000 (número gratuito) o 1-800-669-6820 (número TT personas con dificultades auditivas). La información de las ofic está disponible en www.eeoc.gov o en la mayoría de los directo sección de Gobierno de los EE.UU. o Gobierno Federal. Pued adicional sobre el EEOC, incluida la información sobre la pre: www.eeoc.gov.

Empleadores que tengan contratos o subcontratos federales

Los solicitantes de empleo y los empleados de compañías con un contrato o subcontrato gubernamental federal e protegidos conforme a las leyes federales contra la discriminación por los siguientes motivos:

OR, RELIGIÓN, SEXO, ORIGEN NACIONAL

ecutiva 11246, y sus enmiendas, prohíbe la discriminación en el trabajo por za, color, religión, sexo u origen nacional, y exige la aplicación de acción ara garantizar la igualdad en las oportunidades en todos los aspectos del

del servicio recientemente (dentro de los tres años dados otros veteranos protegidos (quienes hayan prestado el se una campaña o expedición para la cual se haya autorizado veteranos con medallas del Servicio de las Fuerzas Arma se encontraban en el servicio activo, participaron en una para la cual se les otorgó una medalla del Servicio de las

CON DISCAPACIDADES

REPRESALIA

TENNESSEE

COMPLETE LABOR LAW POSTER



LA IGUALDAD DE OPORTUNIDADES EN EL EMPLEO ES LA LEY

EMPLEADORES PRIVADOS, AUTORIDADES LOCALES Y ESTATALES, INSTITUCIONES EDUCATIVAS, AGENCIAS DE EMPLEO Y ORGANIZACIONES LABORALES

Las actividades de reclutamiento de personal, selección y contratación, contratación, promoción, asignación de empleo y remuneración, condiciones de trabajo, promoción, transferencia, licencia y otros beneficios, así como el cumplimiento de las leyes federales que prohíben la discriminación por raza, color, credo, religión, sexo, edad, discapacidad, origen nacional o estado de nacimiento, o cualquier combinación de los mismos, están cubiertas por esta Ley. El propósito de esta Ley es asegurar la igualdad de oportunidades en el empleo y la igualdad de trato en el empleo para todos los individuos que trabajan en Tennessee. El propósito de esta Ley es asegurar la igualdad de oportunidades en el empleo y la igualdad de trato en el empleo para todos los individuos que trabajan en Tennessee. El propósito de esta Ley es asegurar la igualdad de oportunidades en el empleo y la igualdad de trato en el empleo para todos los individuos que trabajan en Tennessee.

QUE DEBE HACER SI CONSIDERA QUE HA OCURRIDO UNA DISCRIMINACIÓN: Hay varias acciones de tiempo para presentar cargos de discriminación en el empleo. Para presentar un cargo de discriminación en el empleo, el individuo debe presentar un escrito de denuncia a la Comisión de Derechos Humanos del Estado de Tennessee o a la Comisión de Derechos Humanos del Condado de Davidson. El individuo también puede presentar un cargo de discriminación en el empleo directamente a la Comisión de Derechos Humanos del Estado de Tennessee o a la Comisión de Derechos Humanos del Condado de Davidson.

EMPLEADORES QUE TENGAN CONTRATOS O SUBCONTRATOS FEDERALES: Los contratistas federales y subcontratistas federales que trabajan para el gobierno federal están sujetos a esta Ley. Los contratistas federales y subcontratistas federales que trabajan para el gobierno federal están sujetos a esta Ley.

PROGRAMAS DE ACTIVIDADES QUE RECIBAN ASISTENCIA FINANCIERA FEDERAL: Los programas de actividades que reciben asistencia financiera federal están sujetos a esta Ley. Los programas de actividades que reciben asistencia financiera federal están sujetos a esta Ley.

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TENNESSEE LAW PROHIBITS DISCRIMINATION IN EMPLOYMENT

IT IS ILLEGAL TO DISCRIMINATE AGAINST ANY PERSON BECAUSE OF RACE, COLOR, CREED, RELIGION, SEX, AGE, DISABILITY, OR NATIONAL ORIGIN IN RECRUITMENT, TRAINING, HIRING, DISCHARGE, PROMOTION, OR ANY CONDITION, TERM OR PRIVILEGE OF EMPLOYMENT.

If you feel that you have been discriminated against, contact the Tennessee Human Rights Commission in your region.

LA LEY DE TENNESSEE PROHIBE LA DISCRIMINACIÓN EN EL EMPLEO

ES EN CONTRA DE LA LEY DISCRIMINAR EN CONTRA DE CUALQUIER PERSONA DEMUDO EN BASE A LA RAZA, COLOR, CREDO, RELIGIÓN, SEXO, EDAD, INCAPACIDAD U ORIGEN EN EL SELECCIÓN, ENTRENAMIENTO, EMPLEO, AL DESPIDO, PROMOVER O CUALQUIER CONDICIÓN, TÉRMINO O PRIVILEGIO DE EMPLEO.

Si usted cree que ha sido víctima de discriminación, comuníquese con la Comisión de Derechos Humanos de Tennessee.

CONTACT US/PARA MÁS INFORMACIÓN:

TENNESSEE HUMAN RIGHTS COMMISSION

WILLIAM R. SMOGGRASS TENNESSEE TOWER
312 ROSA L. PARKS AVENUE
23RD FLOOR
NASHVILLE, TENNESSEE 37243-1102

PHONE: (615) 741-9825 OR
1-800-231-3339
ESPANOL: 1-866-856-1252
WWW.TN.GOV/HUMANRIGHTS

AVISO DE PUBLICACIÓN SOBRE EL SEGURO DE COMPENSACIÓN LABORAL

La ley exige que este aviso sea publicado en el establecimiento del empleador de forma que todos los empleados tengan acceso al mismo.

¿QUÉ EMPLEADORES ESTÁN COBIJADOS POR LA LEY DE COMPENSACIÓN LABORAL DE TENNESSEE?

- Todos los empleadores con cinco (5) o más empleados a tiempo completo o parcial, excepto según se indica a continuación.
- Todos los empleadores que se dedican a la minería y a la producción de carbón con uno (1) o más empleados.
- Todos los trabajadores de la industria de la construcción a menos que estén específicamente exentos.

¿QUÉ DEBERÍA HACER UN EMPLEADO SI SE LESIONA EN EL TRABAJO?

- 1. Reporte la lesión al empleador de inmediato.
- Y.
- 2. Seleccione un médico tratante entre la lista provista por el empleador en la forma descrita a continuación. Para reportar una lesión contacte a:

Nombre del representante del empleador al cual notificar en caso de una lesión relacionada con el trabajo

Número de teléfono del representante del empleador al cual notificar en caso de una lesión relacionada con el trabajo

Dirección del representante del empleador al cual notificar en caso de una lesión relacionada con el trabajo

¿QUÉ DEBE HACER UN EMPLEADOR CUANDO SE REPORTA UNA LESIÓN?

- 1. Inmediatamente complete un Primer Informe en el Formulario de Lesión Laboral y envíelo a la compañía aseguradora de compensación laboral para los trabajadores o el administrador externo.
- Y.
- 2. Presente al empleado la correspondiente lista de médicos. Los médicos deben incluirse en el formulario oficial del estado, que es el "ACUERDO ENTRE EL EMPLEADOR / EMPLEADO SOBRE ELECCIÓN DE MÉDICO -Formulario C-42."

Encontrará Instrucciones adicionales en el formulario. El formulario está disponible en: <http://www.tn.gov/assets/entitles/labor/attachments/C42.pdf>

La Agencia de Compensación Laboral de Tennessee tiene personal disponible para ayudar a los empleados y empleadores.

Para más información contacte a:

TENNESSEE BUREAU OF WORKERS' COMPENSATION
220 FRENCH LANDING DRIVE, 1-B
NASHVILLE, TENNESSEE 37243-1002
615-532-4612 OR TOLL FREE 800-332-2667
800-932-2257 (TDD)
<http://www.tn.gov/workforce/section/injuries-at-work>

L8-0922 (REV. 7/15)

Autorización No. 31743

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PUEDEN QUE TENGA QUE REVISAR SU RETENCIÓN EN LA FUENTE

Desde la última vez que presentó el Formulario W-4 a su empleador usted...
• Se casó o divorció?
• Cedió o perdió a un dependiente?
• Cambió su nombre?
• Hubo grandes cambios en...
• Sus ingresos no salariales (intereses, dividendos, ganancias sobre capital, etc.)?
• El ingreso salarial de su familia (usted o su esposa empezaron o dejaron de trabajar)?
• Sus deducciones detalladas?
• Sus créditos fiscales?
• Sus respuestas en "SI".
En cualquiera de estas preguntas o si debía impuestos extras cuando presentó su última declaración, puede que tenga que llenar nuevamente un Formulario W-4.

Consulte a su empleador para obtener una copia del Formulario W-4 o llame al IRS al 1-800-829-3573. El momento que revise su retención en la fuente. Para más detalles, consulte la Publicación 918. Como Ayuda no Impuesto por Retención en la Fuente, o use la Calculadora de Retención en la Fuente en www.irs.gov/individuals en la página web del IRS.
Empleador: Por favor presentar o publicar este Anuncio en la Cartelera de Mensajes de forma que sus empleados puedan verlo. Por favor indique en donde pueden obtener los formularios y la información sobre este tema.

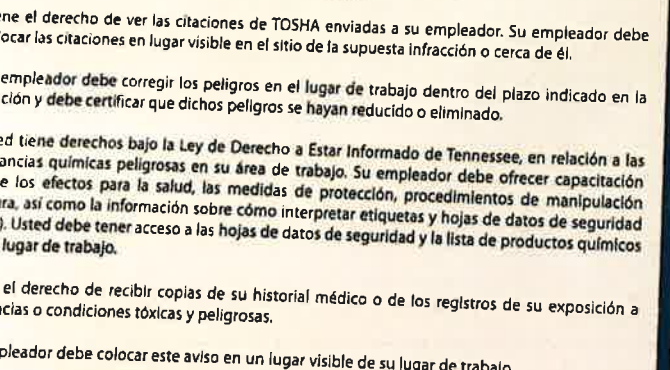
IRS
Department of the Treasury
Internal Revenue Service www.irs.gov

Publicación 213
Rev. 4-2008
CR. No. 116419

Usted Tiene el Derecho a un Lugar de Trabajo Seguro y Saludable.

¡LO ESTABLECE LA LEY!

- Tiene el derecho de notificar a su empleador o a la TOSHA sobre cualquier peligro en su lugar de trabajo. Puede pedir a la TOSHA que mantenga su nombre en reserva.
- Tiene el derecho de solicitar una inspección de la TOSHA si considera que existen condiciones peligrosas y poco saludables en su lugar de trabajo. Usted o su representante puede participar en la inspección.
- Puede presentar un reclamo a TOSHA durante un plazo de 30 días si su empleador lo discrimina por presentar reclamos de seguridad y salud o por ejercer sus derechos de acuerdo con el Acto de la TOSHA o del Tennessee Hazardous Chemical Right-to-Know Act.
- Tiene el derecho de ver las citaciones de TOSHA enviadas a su empleador. Su empleador debe colocar las citaciones en lugar visible en el sitio de la supuesta infracción o cerca de él.
- Un empleador debe corregir los peligros en el lugar de trabajo dentro del plazo indicado en la citación y debe certificar que dichos peligros se hayan reducido o eliminado.
- Usted tiene derechos bajo la Ley de Derecho a Estar Informado de Tennessee, en relación a las sustancias químicas peligrosas en su área de trabajo. Su empleador debe ofrecer capacitación libre los efectos para la salud, las medidas de protección, procedimientos de manipulación segura, así como la información sobre cómo interpretar etiquetas y hojas de datos de seguridad (SDS). Usted debe tener acceso a las hojas de datos de seguridad y a la lista de productos químicos en su lugar de trabajo.
- Tiene el derecho de recibir copias de su historial médico o de los registros de su exposición a sustancias o condiciones tóxicas y peligrosas.
- Un empleador debe colocar este aviso en un lugar visible de su lugar de trabajo.



Seguridad y Salud Ocupacionales de Tennessee de 1972 (la Ley), T.C.A. §§ 50-3-101 et seq., condiciones ocupacionales para los hombres y las mujeres que desempeñan algún trabajo en el estado. El Departamento de Labor y Desarrollo en el Lugar de Trabajo es el responsable de supervisar la Ley. Los derechos que se indican en este documento pueden variar según las circunstancias particulares. Para presentar un reclamo, informar sobre una emergencia o pedir consejo, o información de la TOSHA, llame al 1-800-249-8510 o a la oficina de la TOSHA más cercana.

DERECHOS Y RESPONSABILIDADES EN EL EMPLEO

El empleador tiene el deber de proporcionar un lugar de trabajo seguro y saludable. El empleador debe proporcionar un lugar de trabajo seguro y saludable. El empleador debe proporcionar un lugar de trabajo seguro y saludable. El empleador debe proporcionar un lugar de trabajo seguro y saludable.

El empleado tiene el deber de seguir las instrucciones de su empleador. El empleado debe seguir las instrucciones de su empleador. El empleado debe seguir las instrucciones de su empleador. El empleado debe seguir las instrucciones de su empleador.

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SUS DERECHOS BAJO LA LEY LIBRE DE DERECHOS DE EMPLEO Y REEMBOLSO

Usted tiene el derecho de no ser castigado por el uso de un teléfono público o una computadora en el trabajo. Usted tiene el derecho de no ser castigado por el uso de un teléfono público o una computadora en el trabajo. Usted tiene el derecho de no ser castigado por el uso de un teléfono público o una computadora en el trabajo. Usted tiene el derecho de no ser castigado por el uso de un teléfono público o una computadora en el trabajo.

