

Contact: Marcia Brunson

TUITION ASSISTANCE FOR EMPLOYEES

Action Requested: Consider approval of the Employee Tuition Assistance Principles as outlined below.

Executive Summary: The topic of employee tuition assistance programs was first discussed in the context of pay policies for the coming year at the May Board meeting. In June, the Board received an informational item providing a specific outline of the programs available at each campus. At the direction of the Board, representatives of each university and the Board Office had discussions and subsequently developed a proposal for basic requirements for an enterprise-wide program that was presented to the Board in September. The group felt that, due to the complexities in program administration existing on each campus, an enterprise-wide program was not feasible. When the proposal was discussed in September, the Board felt that the basic requirements which limited the assistance to one course per semester were too restrictive given the missions of the universities. In response to the Board's concerns, the group met and then developed the following set of enterprise-wide principles.

Employee Tuition Assistance Principles

Eligibility: Nontemporary/permanent employee with continuous appointment for one year or longer.

Coursework: Work related with approval of the supervisor unless the employee is pursuing an undergraduate degree.

Reimbursement: At the same rate as the institution's resident tuition with no predetermined credit hour minimum or maximum. This assumes satisfactory performance and the budgetary capacity to support the stipulated educational pursuits of the employee.

Reimbursement priority: Regent institutions, institutions of higher education with a partnership agreement with Regent institutions, external accredited institutions.

Under these proposed principles, a supervisor and an employee could discuss the employee's need for tuition assistance and only restrictions would be satisfactory performance and available budget.