

Committees Reporting to the Administrative Council 2010-2011

<u>Committee</u>	<u>Committee Chair or Ex Officio</u>
Advisory Committee on Patents and Copyrights	Dr. Michael Best
Athletics Committee	Mr. Steve Smith
Campus Recreation Advisory Committee	Mr. David Mullinax
Chapter 606 Student Monies Allocations Committee	Mr. Marc Burnett
Commission on the Status of Blacks	Dr. Lisa Zagumny
Commission on the Status of Women	Dr. Ileana Carpen
Committee on Campus Space Utilization and Allocation	Dr. Mark Stephens
Faculty and Staff Traffic Appeals Committee	Dr. Eric Harris
Institutional Animal Care and Use Committee	Dr. Steve Hayslette
Institutional Review Board for the Protection of Human Subjects	Mr. Michael Clark
Military Affairs Advisory Committee	Dr. Patrick Reagan
Public Media Committee (No Committee Assigned – No Report)	Mr. Marc Burnett
Sports Hall of Fame Committee	Mr. Mark Wilson
Student Affairs Committee	Mr. Nathan Brown
University Art Committee	Mr. Marc Burnett
University Committee on Buildings and Grounds	Dr. Douglas Airhart
University Committee on Student Financial Aid	Dr. Patrick Reagan
University Judicial Council	Mr. Charlie Macke
University Safety and Environmental Committee	Mr. Charlie Macke
University Strategic Planning and Assessment Committee	Dr. Claire Stinson

Patents and Copyrights Committee, Tennessee Tech University
Annual Report for
Academic Year 2010-2011

March 29, 2011

The function of the Advisory Committee on Patents and Copyrights is to advise and assist the President in all matters involving patents, trademarks, and copyrights. Among its basic responsibilities in carrying out its purpose, the committee:

1. Has the responsibility for implementing the University Policy on Patents and Copyrights and its Guidelines for Implementation.
2. Recommends changes to the University Policy on Patents and Copyrights and its Guidelines for Implementation.
3. Receives disclosures of inventions and copyrightable materials from faculty, staff, and students.
4. Recommends whether or not the University should pursue an invention for Letters of Patent or to waive and assign rights to the inventor(s).
5. Recommends whether or not the University should register copyrightable materials or waive and assign rights to the author.
6. Recommends the percentage of income sharing with an inventor or an author.
7. Recommends whether or not inventions and copyrightable material(s) should be marketed.

The committee met six times during the academic year with one of those being a special called meeting in December.

The following actions were taken by the committee:

1. Nominated Michael Best to serve as Chair for the 2010-2011 academic year.
2. Approved to (a) provide Mark Hutchins, VP for University Advancement, a list of inventions so that a brochure could be produced which would be distributed to alumni, industry, and government to solicit funds to support research, and (b) encourage the inventor to identify funding and potential markets for the invention before TTU will proceed to pursue commercialization of the invention. The committee advised that the inventor should also try to secure a commitment letter from sources of support as well.
3. Approved the licensing of the Robotic Suspension System to Robotic Technologies of Tennessee (RTT). Royalty payments and buyout terms are being negotiated with RTT.

4. Denied a request to file a utility patent for the invention titled “Wearable Electronic Tracking Device to Prevent Unlawful Drivers from Driving”.
5. Approved a request to file a provisional patent for the invention titled “Nano-Templated Hydrogels Containing Metallic Nano-Particles for Electrophoresis and Methods of Preparation” to include the new/additional information regarding the gold nanocomposite hydrogel technology.
6. Approved a request to file a provisional patent for the invention titled “Immediate Results Medical Tankless Toilet”.

Respectfully submitted,

Michael J. Best
Chair, Patents and Copyrights Committee

Francis Otuonye
Associate Vice President for
Research/Graduate Studies



TO: Chairperson, Tennessee Technological University (TTU) Administrative Council

FROM: Mark Wilson, Executive Officer, TTU Athletics Committee

DATE: March 17, 2011

SUBJECT: **TTU ATHLETICS COMMITTEE ANNUAL REPORT FOR 2010-2011**

A handwritten signature in black ink, appearing to read "Mark Wilson", is written over the "FROM:" line of the memo.

During the 2010-2011 academic year, the Tennessee Technological University (TTU) Athletics Committee was chaired by Steve Smith (Instructor in the Health and Physical Education department). The Committee met on Tuesday, November 9th, 2010, and March 15th, 2011.

During this academic year, the Committee:

- Approved revisions in the Student-Athlete Handbook.
- Approved changes to the Policies and Procedures Handbook regarding sport tiering, travel policies, NCAA Bylaw changes, facilities issues including the Athletic Performance Center, drug testing and recruiting calls.
- Discussed extensively the issue of scholarship funding, specifically the increases of inflationary costs compared to the funding cap imposed by the Tennessee Board of Regents.
- Discussed extensively budget issues for Athletics and increases in inflationary spending as well as possible projected cuts in budget.
- Reviewed and approved reports on Missed Class Time, Gender Equity Issues and Diversity Issues for the Athletic Department.
- Reviewed Athletics capital projects.

TTU Campus Recreation Advisory Committee

Annual Report 2010 – 2011

David Mullinax, Director and Chairperson - Ex Officio

The Campus Recreation Advisory Committee met December 2010. Since it was close to the holiday break, several committee members were unable to attend. Those who did attend were given a brief information only report on use by students, programs, plans for cleaning and maintenance and other projects that were to take place during December and January so that it would be ready for the students when spring semester begins.

The information shared with the attending committee members included the following -

- Anticipated expansion of the Fitness Center
- New Equipment Purchases
- Plans for building a Sports Pavilion on the Intramural Field to accommodate the ever growing programs
- New Equipment Purchases
- Success of Intramural Sports Programs –15% increase in student participation
 - Flag Football Team winning the State, Regional Tournaments and placing 6th in the national Flag Football tournament held in New Orleans
- Varsity Spirit Cheer and Dance Competition raised \$8000 for the programs.

As of the writing of this report, we have been unable to meet due to scheduling conflicts among various committee members. We are going to conduct a meeting in April 2011 to bring the committee the most current information on events and programs of Campus Recreation and plans for the future.

**CHAPTER 606 STUDENT MONIES ALLOCATION COMMITTEE
ANNUAL REPORT
2010-2011**

Membership

Mr. Marc Burnett, Executive Officer
Mr. Vic Gernt
Dr. Martha Kosa
Mr. Isaac Keebler, 2-yr member
Mr. Sean Ochsenbein
Mr. Clint Durham
Mr. Matthew Whitson
Ms. Samantha Sherrell
Ms. Chelsey Littrell
Ms. Misty Pearson

Meetings

The Chapter 606 Student Monies Allocation Committee met on the following dates:

September 14, 2010
September 28, 2010
October 12, 2010
October 26, 2010
November 9, 2010
November 23, 2010
December 7, 2010

February 1, 2011
February 15, 2011
March 1, 2011
March 15, 2011 -
March 29, 2011 -
April 12, 2011 - Pending
April 26, 2011 - Pending

Actions

The monetary amounts awarded by the committee are as follows:

September 14, 2010 - Elected Isaac Keebler chairperson

TTU ACDA	awarded \$2,600.00
Pi Kappa Delta (Speech & Debate Team)	awarded \$5,005.08
American Society of Mechanical Engineers (ASME)	awarded \$ 720.00
GEO Club – Department of Earth Sciences	awarded \$1,617.00

September 28, 2010

American Society of Civil Engineers (ASCE)	awarded \$ 5,005.08
Ultimate Frisbee Club	awarded \$ 5,005.08
TTU Formula SAE Team	awarded \$ 5,005.08
Beta Alpha Psi	awarded \$ 2,470.91

October 12, 2010

TTU Baja	awarded \$ 5,005.08
Society of Women Engineers	awarded \$ 2,433.42
Associated Scholars Guild	awarded \$ 4,116.76
Alpha Lambda Delta	awarded \$ 622.96

October 26, 2010

TTU Fishing Club	awarded \$ 5,005.08
Environmental Conservation Club	awarded \$ 1,800.00
TTU Collegiate FFA	awarded \$ 4,580.36
NASA MoonBuggy Club	awarded \$ 2,576.25
Student Fisheries Association	awarded \$ 416.40

November 9, 2010

Visual Arts Society (VAS)	awarded \$ 4,031.94
Chemical Engineering Graduate Research Association	awarded \$ 5,005.08
Safe Club	awarded \$ 1,646.93
Lacrosse Club	awarded \$ 4,550.50
Autonomous Robotics Club	awarded \$ 3,993.00
Pre-Law Club	awarded \$1,300.00

November 23, 2010

TTU Percussion Club	awarded \$ 294.46
Psychology Club/Psi Chi	awarded \$ 3,857.73

December 7, 2010

Agribusiness Economics Club	awarded \$ 2,379.00
AIChE (TTU Chapter)	awarded \$ 2,149.65
Exercise Science Majors Club	awarded \$ 1,695.54
Society of Collegiate Journalists	awarded \$ 612.72

February 1, 2011

Student Affiliates of the ACS	awarded \$ 5,005.08
Pi Tau Sigma	awarded \$ 734.58
Food, Nutrition and Dietetics Club	awarded \$ 427.15
Equestrian Team of TTU	awarded \$ 2,474.24

February 15, 2011 – Elected Clint Durham as Chairperson replacing Isaac Keebler who is on Co-Op assignment for Spring 2011

ASBMB UAN of TTU	awarded \$ 2,376.00
Tech Players	awarded \$ 1,188.00
TTU IEEE Student Chapter	awarded \$ 4,005.97
Student Fisheries Association	awarded \$ 715.44
National Society of Black Engineers	awarded \$ 1,578.98

March 1, 2011

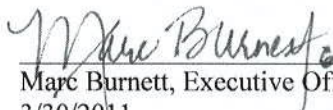
Newman Campus Ministry	awarded \$ 2,383.53
Institution of Industrial Engineers	awarded \$ 1,137.71
TTU Baja	awarded \$ 4,005.97
Delta Tau Alpha Ag Honor Society	awarded \$ 1,419.00
Pi Kappa Delta (Speech & Debate Team)	awarded \$ 4,005.97

March 15, 2011

Student Nurses Association	awarded \$ 1,740.71
Ultimate Frisbee Club	awarded \$ 4,005.97
The Wildlife Society	awarded \$ 3,874.38
Tennessee Tech Percussion Club	awarded \$ 1,556.26
TTU Collegiate FFA	awarded \$ 2,156.54

March 29, 2011

Honor Association for Exceptional Learning PhD	awarded \$ 329.93
Geo Club	awarded \$ 1,314.72
Visual Arts Society (VAS)	awarded \$ 4,005.97
Alpha Kappa Psi Business Fraternity	awarded \$ 1,165.24
SAFE Club	awarded \$ 4,005.97



Marc Burnett, Executive Officer
3/30/2011

MEMORANDUM

TO: TTU Administrative Council

FROM: Lisa Zagumny, Chair, Commission on the Status of Blacks

DATE: 22 March 2011

SUBJECT: Annual Report, President's Commission on the Status of Blacks

The purpose of the Commission is to advise the President of the University on matters of concern to Black faculty, staff, and students and promote awareness and programs of interest to TTU Black persons. The Commission met seven times over the course of the academic year and will hold its final meeting in April.

The Commission worked closely with the Black Cultural Center (BCC) and the Office of Minority Affairs. The following activities and accomplishments reflect the active participation of the Commission's membership.

- Based upon suggestions presented by Dr. Elizabeth Ojo, funds from the Commission were used to provide financial support for tutors specifically designated at the BCC. The goal is to have established tutors at the BCC for minority students and to provide academically strong students with opportunities to mentor others.
- Continued to work with the library to sponsor the showing of film series. This year Pat McGee coordinated the showing of "Roots" with funds provided by Center Stage.
- Discussed partnering with other organizations, such as the Commission on the Status of Women, in the future to co-sponsor events, such as the visit by Maya Angelou scheduled for 2011-2012.
- Commission funds were used in supporting the BCC in honoring 2010-2011 graduating seniors and outstanding diversity advocates. The Outstanding Diversity Advocate Award was initiated in 2009-2010 and will be awarded to Marc Burnett and Dr. J. P. Barfield this academic year.
- During the April meeting, the Commission will finalize any remaining recommendations for the year and will decide on use of any remaining funds in its budget.

Memorandum

To: Administrative Council

From: Dr. Ileana C. Carpen, Chair
President's Commission on the Status of Women

Date: March 31, 2011

Subj.: President's Commission on the Status of Women, Annual Report

The purposes of the Commission on the Status of Women are to provide a supportive campus climate for female students, faculty, staff, and administrators; to promote an awareness of women's issues; to oversee the TTU Women's Center; and to initiate programs of interest to the TTU community.

The Commission met six times (September 14, October 12, November 16, January 18, February 15, and March 15) and will meet one last time on April 12. Meetings were well attended, with an average of 14 members present. Student members were quite involved not only in the regular meetings, but also in committee work, with one being a co-chair of one of the committees. A new chair-elect had to be voted on as the person elected in the previous year chose to withdraw from the position for personal reasons (but remained an active member of the Commission).

We are pleased to report the following activities and accomplishments for the year:

1. Coordinated annual Safety Walk on November 8th, 2010. Representatives of the Commission on the Status of Women noted significant improvements and identified several areas of concern (with only two that had been noted on in the previous year). The Commission's Safety Committee is preparing a final report with recommendations and a matrix, which will be sent to President Bell and others.
2. The Safety Committee undertook the analysis of last year's Sexual Harassment survey (a study of students at TTU). Dr. Colleen Hays took the lead on this project, with aid from a student worker and consultation with Dr. Bruce Greene. The committee is preparing a final report.
3. The Commission paid for half of the printing cost of the Women's Center's newsletter *Attune* for the Fall and Spring semesters.
4. The Commission sponsored a Center Stage event. On September 21, 2010, the flamenco troupe Flamenco Louisville performed in Derryberry Auditorium, with Dr. Leslie Burk coordinating on behalf of the Commission. One of the Commission's goals is to make Center Stage Proposals an integral part of its planning, and two proposals were submitted for 2011-2012 (for noted female authors Amy Tan and Maya Angelou).
5. The Commission has provided financial assistance in support of The Clothesline Project and for the printing of brochures and event fliers for the Women's Center.

6. The Commission has funded the Women's Center representative's attendance at the WHET (Women in Higher Education in Tennessee) on October 14th and 15th.
7. The Commission is investigating the costs involved in purchasing the CPS review guide for the Women's Center Library. However, Dr. Pat McGee informed the Commission that publication is unlikely to happen before April 2011.
8. The committees of the Commission are currently submitting suggestions about goals and objectives for the Commission and for the Women's Center for the 2011-2012 year. It was decided previously decided by the Commission that this should be an annual part of the Commission's planning.
9. A portion of our remaining funds, \$500, was allocated to a joint program with the Women's Center for Dr. Beverly Bond, co-editor of the book *Tennessee Women: Their Lives and Times*. Her presentation was offered on March 22nd, in the RUC Multipurpose Room. A final decision on how to use the balance of the Commission's funds will be made at the April meeting.

Respectfully submitted,

Dr. Ileana C. Carpen

Terri Taylor

From: Mark Stephens
Sent: Wednesday, February 16, 2011 2:33 PM
To: Terri Taylor
Subject: Re: Request for Annual Reports for Administrative Council

Hi Terri,

The Committee on **Campus Space Utilization and Allocation** has not met this year due to a lack of agenda items.

Thanks

Mark

Mark A. Stephens, Ph.D.
Associate Vice President, Academic Affairs
Tennessee Tech University

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Please consider the environment before printing this email.

On 2/16/11 2:07 PM, "Terri Watson" <TWatson@tntech.edu> wrote:

You currently serve as a chair or ex officio of a committee that reports to the Administrative Council, and it is time to request annual reports from these committees for review by the Council. Please submit annual reports to me via email no later than March 30. The Administrative Council will meet on Wednesday, April 6, at 3:30 p.m., in the President's Conference Room, DH 210, to receive reports. Also, please plan to attend the Council meeting on April 6 to answer any questions that might arise relative to the report you submit.

If the University committee you serve has not met this year, please send that info to me in an email also.

Email or call me as needed if you have questions.

Thanks,
Terri Taylor
twatson@tntech.edu
931-372-3554

***** Committee Chair or Ex Officio
Advisory Committee on Patents and Copyrights Dr. Michael Best
Athletics Committee Mr. Steve Smith
Campus Recreation Committee Mr. David Mullinax (ex officio)
Chapter 606 Student Monies Allocations Committee Mr. Isaac Keebler
Commission on the Status of Blacks Dr. Lisa Zagumny
Commission on the Status of Women Dr. Ileana Carpen
Committee on Campus Space Utilization and Allocation Dr. Mark Stephens (ex officio)
Faculty and Staff Traffic Appeals Committee Mr. Sean Ochsenbein
Institutional Animal Care and Use Committee Dr. Steve Hayslette

Faculty and Staff Traffic Appeals Committee
Annual Report
2010-2011

The 2010-2011 Faculty and Staff Appeals Committee consists of the following members:

Dr. Eric Harris
Ms. Valerie Nash
Ms. Kathryn Rust
Mr. Ricky Cartwright
Mr. Ben Shannon
Mr. Jim Dillon
Mr. Scott Bilbrey

The Faculty and Staff Appeals Committee met on April 30, 2010. Ms. Valerie Nash presided over the committee meeting, due to the absence of Dr. Eric Harris.

Ticket #007940 & #007511 were voted as valid, full fine.
Ticket #007923 was voted as valid, full fine.
Ticket #007884 was voted as valid, full fine.
Ticket #007869 was voted as valid, full fine.
Ticket #007503 was voted as valid, full fine.
Ticket #008936 was voted as valid, full fine.
Ticket #009217 was voted as valid, full fine.

The Faculty and Staff Appeals Committee met on December 3, 2010. Dr. Eric Harris was elected as committee chairperson and presided over the meeting.

Ticket #010683 was voted as valid, full fine.
Ticket #011152 was voted as valid, fine reduced to \$10.
Ticket #012497 was voted as valid, full fine.
Ticket #013769 was voted as valid, fine waived.
Ticket #012500 was voted as valid, full fine.
Ticket #013891 was voted as valid, full fine.
Ticket #014218 was voted as valid, full fine.
Ticket #013983 was voted as valid, fine waived.
Ticket #014068 was voted as valid, fine waived.
Ticket #014219 was voted as valid, full fine.
Ticket #014711 was voted as valid, full fine.
Ticket #014555 was voted as valid, full fine.

Ticket #014777 was voted as valid, fine waived.
Ticket #014921 was voted as valid, fine waived.
Ticket #013875 was voted as valid, fine waived.
Ticket #015003 was voted as valid, full fine.
Ticket #014994 was voted as valid, fine waived.

The Faculty and Staff Appeals Committee will meet again in April of 2011.

MEMORANDUM

TO: Dr. Suellen Alfred, Chairperson, Administrative Council

FROM: Dr. Steven Hayslette, Chairperson, Institutional Animal Care and Use Committee

Dr. Francis Otuonye, Associate Vice President of Research and Graduate Studies, Executive Officer

DATE: March 8, 2011

SUBJECT: Annual Report

The 2010-2011 Annual Report for the Institutional Committee for the Care and Use of Laboratory Animals in Experimentation is attached for review by the Administrative Council. If there are any comments or questions about the Report, please contact the Chairperson (x3146) or Dr. Francis Otuonye, Executive Officer (x3233).

SH: FO:

attachment(s)

**INSTITUTIONAL COMMITTEE FOR THE CARE AND USE OF
LABORATORY ANIMALS IN EXPERIMENTATIONS**

2010-2011 Annual Report

I. Introduction/Governance

The Institutional Committee for the Care and Use of Laboratory Animals in Experimentation is a University standing committee operated through the Office of Research and Graduate Studies and reports to the Administrative Council.

This Committee is federally regulated; hence it must comply with both Federal and State regulations as well as meet campus requirements. These three entities must NOT be in conflict with one another.

II. Responsibility

The Committee develops and recommends policy to the University, in accord with federal and state policy, on matters pertaining to the welfare of animals used in research and related activities and implements those policies when they are approved.

III. Membership

The Committee is composed of eight (8) members—six (6) from the campus and two (2) from the community. The members are:

Dr. Gerald Barker (veterinarian)	Ms. Tammy Howard
Dr. Wesley L. Henry (clergy/ethicist)	Dr. Chris Brown
Dr. Bruce Greene	Dr. Christy Killman
Dr. Steve Hayslette	Dr. Jessica Matson

Dr. Steve Hayslette serves as chair of the committee.

Dr. Francis Otuonye, Associate Vice President of Research and Graduate Studies, serves as the Executive Officer.

IV. Meetings/Activities

A. Meetings

The Committee regularly schedules one meeting each semester. Called meetings are held in addition to the regular meeting when deemed necessary. This year the Committee held two regular meetings, on 16 September 2010 and 17 March 2011, at 11:00 A.M. No called meetings were held.

B. Activities

1. *Laboratory Inspections*

Inspections of TTU lab facilities housing animals for research or teaching purposes are conducted twice annually, in accordance with national and institutional guidelines. Laboratories were inspected on 20 September 2010 and 28 February 2011. Reports of these inspections are kept on file in the Office of Research and Graduate Studies; copies were sent to supervisors of the respective animal laboratories.

2. *Research Proposal Evaluation*

Two applications for the use of animals in research were reviewed by the Committee during the 2009-2010 academic year. These applications, from Dr. Sean Blomquist and Dr. Steven Hayslette from the Department of Biology, were approved.

INSTITUTIONAL REVIEW BOARD FOR THE PROTECTION OF HUMAN SUBJECTS

2010-11 Annual Report
March 25, 2011

I. Introduction

The TTU Institutional Review Board for the Protection of Human Subjects, or IRB, is a standing university committee operating through the Office of Research and reporting to the Administrative Council.

The IRB develops and recommends policy to the university, in synchronization with federal regulations, on matters pertaining to the welfare of human subjects used in research, and implements those policies when approved. The main task of the IRB is to review research proposals involving human subjects, assess potential risks to those subjects, and insure compliance with federal and TTU regulations regarding the protection of human subjects. Risks may involve physical, psychological or legal consequences, as well as violations of privacy and confidentiality.

Proposals classified as exempt do not pose any risk to the participants. They are reviewed by a department review committee chair or designee, and filed by the Office of Research. Proposals eligible for expedited review present some risk to the participants, so they are reviewed by three members of the IRB. The IRB has formulated standard, uniform guidelines for classifying proposals for expedited review. Proposals that require review by the full IRB present a high level of risk. Each member of the IRB receives and examines a copy of a proposal for full review, and the full IRB deliberates and makes a decision at one of its regular meetings.

II. Membership

During the 2010-2011 year, the committee has 14 members. Of those 14 members, eleven are TTU faculty, and three members are community representatives. The Associate Vice-President for Research and Graduate Studies serves as the Executive Officer. Members are:

Mr. Michael Clark, IRB Chair, Department of Music and Art
Dr. Francis Otuonye, Executive Officer
Dr. George Chitiyo, Department of Curriculum and Instruction
Dr. Shannon Collins, Department of Curriculum and Instruction
Dr. Jann Cupp, Department of Counseling and Psychology
Dr. Linda Giesbrecht-Bettoli, Department of Counseling and Psychology
Dr. Leeann Jolley, School of Human Ecology
Ms. Patricia McGee, Media Services
Dr. Shannon Morgan, Department of Counseling and Psychology
Dr. Michael Redding, Department of Biology

Mr. James Rogers, Community Representative
Mr. Drew Shelley, Community Representative
Dr. Lenly Weathers, Department of Civil and Environmental Engineering
Dr. Kim Wright, Community Representative
Dr. Lisa Zagumny, Department of Curriculum and Instruction

III. Meetings and Activities

The committee is scheduled for regular meetings twice each semester, on the first Monday of a given month, at 1:30 pm. The committee met on September 13, 2010, and January 24, 2011. The final meeting of the academic year is set for April 4, 2011.

To date for the fiscal year 2010-2011, the Office of Research has processed 376 exempt proposals. The IRB has not conducted any full reviews, not having encountered any proposals which meet the federal guidelines for requiring a full review. Members of the IRB have reviewed 19 proposals for expedited review. As of March 25, 2011, four (4) of these were approved on first submission, one (1) was rejected, nine (9) were approved pending minor revisions, and five (5) were required to be revised and resubmitted for additional review. One proposal is currently under review.

Since many proposals are submitted which relate to educational strategies and evaluations conducted as part of regular classroom activities, an increasing number of proposals that have traditionally been classified as requiring expedited review are now classified as exempt. As a result, the number of proposals for expedited review is lower than that of the previous year.

The IRB uses Form A, an informational form which must be submitted for all proposals, and Form B, a form used for proposals anticipating expedited or full board review. The committee has continued to modify these forms to (a) make them clearer and more understandable to the persons completing them and (b) make it easier for the reviewers to analyze the required information. In cooperation with the Office of Research, the committee has continued to develop and refine written procedures for all of its activities in compliance with Federal regulations. The committee continues its recently-developed process of circulating and reviewing proposals in digital format thus reducing the application processing time and saving physical resources.

Respectfully Submitted:

Michael Clark, Chair

Dr. Francis Otuonye, Executive Officer



MEMORANDUM:

TO: Chairperson, Administrative Council

FROM: Patrick D. Reagan, Chair, Military Affairs Advisory Committee

DATE: March 8, 2011

SUBJECT: Annual Report of Committee

During the 2010-11 academic year, the Military Affairs Advisory Committee held three meetings.

1. At the September 16, 2010, meeting Patrick Reagan was elected Chair of the committee and welcomed the members to the meeting. Newly assigned Professor of Military Science, Major Bret N. Martin gave the updates on the new Cadre members.
2. MAJ Martin updated the group on the 4 year scholarship winners for the 2010-2011 school year. He also gave a breakdown of the enrollment. 61 MSI, 28 MSII, 24 MSIII and 8 MSIV.
3. The summer 2010 highlights from LDAC. There are 38 schools in the 7th Brigade. TTU ranked as follows:
 - a. 13th PT
 - b. 10th Land Navigation
 - c. 2nd Performance and Potential
 - d. 25th
 - e. 4th Brigade
 - f. 21st Recondo
 - g. #1 Overall Top 5
 - h. #2 Peer Rating
 - i. #4 Overall

There were 9 students that went to LDAC and 8 completed. 5 went to LTC and 5 completed. 1 went to Air Assault School and 1 completed. 2 went to Airborne School and 2 completed.

4. Ranger Challenge was discussed and the dates are October 15-17, 2010.
5. Historically the ROTC department recruiting has been 1/3 National Winners, 1/3 on campus, and 1/3 NG SMP. Currently with the changes at Brigade it is ¼ National Winners, ¼ on campus, and ½ NG SMP. The Army is now focusing on STEM scholarships.
6. At the November 18, 2010, meeting there was discussion on the New Mission Set. MS 12, MS 13 and MS 14 we need to graduate 11 students to make mission. The ROTC Department is now on track to graduate 15 for MS 12, 22 for MS 13, and 13 for MS 14.
7. **Brigade updates: They consider TTU as a non-supporting school (mostly due to the state of facilities). TTU is not a priority for BDE resources. BDE CDR will withhold on-campus scholarships from all Universities and Colleges that do not have policies that enable our mission and are not designated as a priority of support unit.**
8. Cadet Command updates: Mission stays the same at 5350 but more emphasis on RC. There will be one offer per scholarship instead of two as from last year. Less scholarship dollars are available.
9. TTU Policies to support ROTC: Better/New ROTC Facilities, guaranteed upper division nursing seats, NSTP clinical hours accepted, in-state tuition for all contracted cadets and priority in registering.
10. Fund Raising: Fund Raising is needed to:

- a. Renovate Rappel Tower - \$4K-\$15K
- b. Renovate Classrooms - \$5K
- c. Renovate Dayroom with furniture included: \$15K
- d. Week of welcome, spring ball and commissioning - \$3K
- e. Pull-up Dip Bars - \$2K
- f. SAME Projects for EN Week - \$800
- g. New office chairs - \$4.5

- 11. At the February 3, 2010, meeting LTC Martin discussed the current ROTC status and discussed the 5 year mission strategy.
- 12. TTU Policies to support ROTC: Moving to the Nursing Building over Spring Break or at the end of the semester. Supply will remain in West Stadium. The move hinges on approved/viable exit strategy. We estimate a 2-4 year presence in Nursing Building. Hoping to get guaranteed upper division Nursing seats and NSTP Clinical hours accepted for ROTC nursing students. Working to petition TBR for in-state tuition for scholarship cadets. We have been able to get early registration for contracted cadets.
- 13. There were no brigade or cadet command updates at this time.
- 14. Next meeting is April 7, 2011, at 11:00 a.m.

3. The December 3, 2009, meeting was re-scheduled for December 10, 2009 due to presence of the Tennessee Secondary Schools Athletic Association (TSSA) Blue Cross [Football] Bowl requiring use of campus parking for teams, coaches, families, and fans.

4. At the December 10, 2009, meeting Chairperson Patrick Reagan welcomed the committee. LTC Scott Dickey gave the committee updates on the ROTC Cadre Manning situation. The cadre will be losing MAJ Jim Reed, MAJ Ron Pepin, and SGT James Street at the end of this academic year. They will be succeeded by MAJ Martin, CPTN Ison, and SGT Mallo during the Spring 2010 semester.


LTC Dickey reviewed four-year high school scholarships, spring enrollment in the program, and highlights of ROTC battalion events held during the Fall 2009 semester both on campus and in the community. MAJ Jim Reed spoke about efforts at increasing awareness of career opportunity paths for students as Army officers.

- 5. The February 4, 2010, meeting was canceled,
- 6. The committee will hold its final scheduled meeting of the academic year on April 15, 2010.



MEMORANDUM

TO: Chairperson, Tennessee Tech Administrative Council

FROM: Mark Wilson, Chairman, Sports Hall of Fame Committee 

DATE: March 7, 2011

SUBJECT: SPORTS HALL OF FAME ANNUAL REPORT FOR 2010-2011

The TTU Sports Hall of Fame Committee met on September 9th, 2010 to consider candidates for entry into the TTU Sports Hall of Fame. The Committee selected the following individuals as 2010 Hall of Fame Inductees:

- 1) Steve Hawkins (Baseball, 1984-1987)
- 2) Brandy Henry Kleeman (Softball, 1999-2000)
- 3) Gene Palmer (Track and Cross Country, 1956-1960)
- 4) Diane Seng Haynes (Women's Basketball, 1996-2000)

These four individuals were formally inducted into the TTU Sports Hall of Fame at the Sports Hall of Fame Dinner on Friday evening, November 12th, 2010.

Memo

To: Administrative Council

From: Ed Boucher, Executive Officer, Student Affairs Committee

Ed

Date: March 15, 2011

Re: Student Affairs Committee – 2010-2011 Annual Report

The Student Affairs Committee met on the following dates:

October 7, 2010

November 4, 2010

February 3, 2011

April 7, 2011 (scheduled meeting)

The members of this committee are:

Ed Boucher
Taylor Barr
Jadwiga Dolzycki
Julie Galloway
Ryan Hunley
Susan Lafever
Charlie Macke
Hank Mannle
Robert Owens
Kristie Phillips
Kathryn Rust
Tara Reece
Jed Young

Daniel Badoe
Nathan Brown
Hank Duvier
Carolyn Gernt
Tyler Jones
Regina Lee
Susan Maddux
Logan O'Dell
Colby Paul
Carrie Pickering
Alexandra Reagan
James M. Stewart

Following are highlights of past meetings:

October 7, 2010

1. Nathan Brown was elected as chairperson for the 2010-2011 academic year.
2. Subcommittee appointments were distributed.

Student Affairs Committee
March 14, 2011
Page 2

3. Approval of constitutions for student organizations:
 - i. Alpha Phi Omega (APO)
 - ii. Cookeville Lions Club of TTU
 - iii. Eagle Science Web Journal Publication Association (ESJPA)
 - iv. TTU Flute Organization (TTUFO)
 - v. National Society of Black Engineers (NSBE)

November 4, 2010

Approval of constitutions for student organizations:

- i. All About Rescue & Fixin' Inc. (AARF-TN Tech)
- ii. Puzzle Club

February 3, 2011

Approval of constitution for student organization: Engineers Without Borders (EWB).



Ed Boucher, Executive Officer

/dew

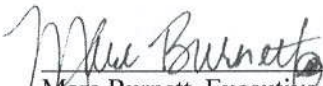
**University Art Committee
Annual Report
2010-2011**

Membership

Mr. Marc Burnett, Executive Officer
Dr. Mike Birdwell
Mr. Gray Gill
Dr. Jane Liu
Ms. Jeanne Brady, Chairperson
Ms. Regina Lee
Mr. Dustin Rawls
Dr. Robert Owens
Ms. Kimberly Winkle
Dr. Carol Ventura
Dr. Pat Coleman
Dr. Mary Pashley
Mr. Vince Pitelka
Dr. Barry Stein
Dr. Martha Kosa
Dr. Cathy Cunningham
Mr. Billy George
Ms. Laura Martin

Meetings

The University Art Committee met on October 9, 2010, in the Joan Derryberry Art Gallery. The committee met to review and select the art exhibitions for the next two years.



Marc Burnett, Executive Officer
3/30/2011

ANNUAL REPORT
UNIVERSITY COMMITTEE ON BUILDINGS AND GROUNDS
2010-2011
March 25, 2011

The University Committee on Buildings and Grounds scheduled and held four meetings during the 2010-11 academic year:

September 23, 2010
November 11, 2010
January 27, 2011
March 24, 2011

Committee members included:

Douglas Airhart	Ali Alouani	Mike Birdwell
Reta Davis	Greg Haynes	Mary Johnson
Jon Jonakin	Charlie Macke	Tiff Rector
Ben Shannon	Gay Shepherd	Jim Sullivan
Jeremy Wendt	Jonathan Hagar	Bo Murphy
Samuel Briscoe		

Mark Greenwood was replaced by Ms. Reta Davis at the January 27, 2011 meeting.

Dr. Douglas Airhart served as chairperson, and Mr. Glenn B. Binkley was the Executive Officer for the committee. Ms. Vickie Pittman served as Recording Secretary.

The following subcommittees were formed:

Campus Beautification
Mark Greenwood, Chair
Ben Shannon
Charlie Macke
Mary Johnson
Greg Haynes

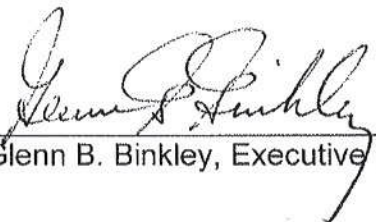
Campus Parking & Traffic
Gay Shepherd, Chair
Charlie Macke
Tiff Rector
Jeremy Wendt
Bo Murphy
Jonathan Hagar

Campus Security
Gay Shepherd, Chair
Jim Sullivan
Jon Jonakin
Charlie Macke

Recreational Facilities
Ben Shannon, Chair
Jeremy Wendt

The committee discussed various items and made the following changes/recommendations:

The Committee endorsed the Security Camera Policy and Procedures and recommended it go the Administrative Council.



Glenn B. Binkley, Executive Officer

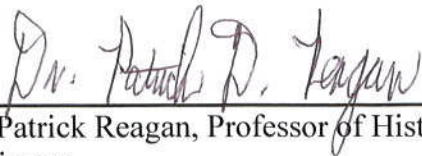
**Tennessee Technological University
Student Financial Aid Committee
Annual Report 2010-2011**

The TTU Student Financial Aid Committee convened on March 30, 2011 for the 2010/11 Academic Year. The agenda included the election of a chairperson along with presentations by the committee's executive officer.

- Introduction of New Committee Members/ Guests
- Review of Changes in Federal Grant Legislation
 - Year Round Pell
 - Possible Reduction in Annual Pell Award
 - Impact on students/ Oracle
 - Impact on University
 - Loss of ACG/SMART Awards
 - Possible loss of SEOG/ Perkins
- Review of Annual Statistics
 - Cohort Default Rate
 - 3 Year Rate vs. 2 Year Rate
 - Comparison with UT/TBR 4 Year Schools
- Lottery Changes
 - Legislative Proposals
 - Effect on Campus/ Upper Cumberland
- Other Issues
 - Graduate Assistantship Procedural Change
 - Election of Chair: Dr. Patrick Reagan was re-elected Chair

Recommendation

Financial aid plays a pivotal role in the administration of any University, including our own. It is the recommendation of this committee that issues need to be discussed on at least a semester basis with an annual review meeting.



Dr. Patrick Reagan, Professor of History
Chairman

Agenda

Student Financial Aid Committee Annual Meeting

March 31, 2011

11:00 AM

Student Affairs Conference Room
2nd Floor Roaden University Center

Meeting called by: Dr. Patrick Reagan, Chair
Type of meeting: Annual Meeting
Facilitator: Lester McKenzie, Director of Financial Aid

Attendees: Bedelia Russell, Steve Isbell, Vickie Floyd, Margie Crabtree, Charlie Macke (Absent), Yvonne Malone, Stacy Keisling (Absent), Patrick Reagan, Elizabeth Lacy

Agenda topics

Welcome	Dr. Patrick Reagan
Introduction of Guests	Lester McKenzie
Review of Agenda Items	Lester McKenzie
Federal Pell Grant Changes	Lester McKenzie
Loss of Federal Aid Programs	Lester McKenzie
Graduate Assistantship Changes	Lester McKenzie/ Sandy Garrison
Lottery Changes	Adriane King
Election of Chair	Patrick Reagan

Resource persons: Adriane King, Financial Aid, Sandy Garrison, Graduate School, Sherri Allen, Financial Aid

Special notes:

Pell Grant Issues

Reduction of Maximum Award from \$5550 to \$4705
Removal of second Pell Grant Award (see attachment)

2010-11	4075 Recipients	\$15,422,154
2009-10	3356	\$13,033,813
2008-09	2640	\$8,486,187

How much would each student that receives PELL be impacted?

Pell maximum is proposed to be cut by \$845. This equates to a 15% reduction in Pell.

How many students is that?

TTU has 4067 students receiving Pell

How much total Pell lost to TTU?

15% of \$15.4 million is 2.31 million

Would this mean more loans?

Yes

Loss of Federal Aid Programs

	ACG		SMART	
2010-11	1300	\$915,834	280	\$681,277
2009-10	1042	\$728,086	198	\$534,632
2008-09	627	\$439,217	138	\$359,406

SEOG and Perkins

Cohort Default Rate

This year is the second year of the new calculation for Federal Stafford Loan Default Rates.

Our default rate was 3.1%, compared to 2.6% last year and 3.2% in FY2007.

Of the 65 schools in TN that had more than 150 borrowers (which eliminates only Tech Centers and a few proprietary schools) TTU ranked 9th overall. The only schools that ranked higher, with a lower default rate, than TTU were: Rhodes College, Vanderbilt, Lipscomb, Lincoln Memorial, Nashville College of Medical Careers, Trevecca Nazarene, Maryville College and Belmont University.

Of all the public schools in TN, TTU had the lowest default rate.

Public Inst	Rate	Rank Overall
Tenn Tech Univ	3.2	9 th
UT Knoxville	3.9	15 th
UT Chattanooga	6.5	26 th
MTSU	7.0	29 th
Univ of Memphis	7.0	29 th
ETSU	8.7	37 th
TSU	8.8	39 th
UT Martin	8.8	39 th
Austin Peay	9.8	44 th
State of TN Average	6.31	
National Average	6.12	



Likely Pell Grant Scenarios for 2011–12

As Congress continues to debate budget issues, schools are left to wonder what to tell their students about Pell Grant availability for summer and the upcoming academic year. A betting man would probably say that the authority to make second scheduled awards (a.k.a. year-round Pell) has such low odds of surviving it isn't worth the bet. Whether we will even maintain the current maximum Pell Grant award for 2011–12 has become a critical question, and schools are also wondering whether they will have to retract information about 2011–12 Pell Grants already given to students by both the school and the Department of Education.

Any action schools may ultimately have to take will in part be dependent on the effective date of changes made to the Pell Grant Program, and that piece of crucial information remains unknown at this point. In the meantime, schools need to follow current regulations, laws, and funding rules, and use the information that is currently available: the official payment and disbursement schedules that the Department of Education issued. While we may speculate on how those schedules could change *if* the maximum award is reduced, schools should not be making their own changes at this point.

(Note that a reduction in the maximum award would not likely result in a uniform dollar reduction across the chart; awards are more likely to change by a percentage than by a set dollar amount.)

Also impacting possible choices a school may or may not have are regulations mandating treatment of crossover payment periods, the continued viability of which has been brought into question but remains unresolved. Those regulations are independent of the statutory authority to pay second scheduled awards, so that separate action is necessary to change them.

Here are the possible scenarios we see for effective dates to eliminate second Pell Grants:

1) *The authority to pay a second Pell Grant scheduled award will be revoked effective with funding for FY 11 (i.e., the 2011–12 award year).*

Under this scenario, schools could still pay second Pell Grants from 2010–11 for summer 2011 to students who are eligible. Thus, students whose summer Pell is paid from 2011–12 could receive Pell for spring 2012 only to the extent of remaining first scheduled award funds; no second scheduled award funds would be available for spring 2012. These students would be short of grant funds for the spring. This scenario would be the same as saying second Pell Grants are revoked for payment periods beginning on or after July 1, 2011.

2) *The authority to pay a second Pell Grant scheduled award will be revoked effective July 1, 2011.*

This scenario would cut off use of all funds to pay second Pell Grants, from both FY 10 and FY 11. Second Pell Grants

could no longer be paid on or after July 1 from 2010–11 entitlements. Students who received payment prior to July 1, 2011, would be okay; students who had not yet been paid by July 1, 2011, could not receive second Pell funds. Budget savings would come not only from elimination of 2011–12 second scheduled awards, but also from unpaid 2010–11 second scheduled awards.

3) The authority to pay a second Pell Grant scheduled award will be revoked effective as of the date the legislation revoking it is signed into law.

This scenario would cut off use of all funds to pay second Pell grants, from both FY 10 and FY 11, just as scenario 2, but second Pell grants could no longer be paid on or after the date of enactment of the legislation revoking them. Again, some students may have been paid second Pell grants if the legislation was enacted later than the earliest date on which schools can disburse, and budget savings would come not only from elimination of 2011–12 second scheduled awards, but also from unpaid 2010–11 second scheduled awards.

The full impact of effective date scenarios is further affected by crossover period regulations that mandate assignment of summer periods to the year that pays the higher award. As noted above, mandatory assignment regulations are separate and distinct from second Pell grants. Authority to pay a second scheduled Pell Grant is statutory; mandatory assignment rules for crossover periods are regulatory. Elimination of second Pell Grants does not automatically eliminate mandatory assignment rules.

If crossover regulations are neither revoked nor suspended for summer 2011, schools will still be required to assign summer 2011 to the award year that results in the higher Pell Grant payment for the summer. The institution currently has no choice in this matter, and elimination of second Pell grants by itself will not change that. Thus, for students attending a crossover period in summer 2011:

- Student A has remaining funds from his first 2010–11 scheduled award, and does not qualify for second Pell from 2010–11. He has not filed a FAFSA for 2011–12. You may pay him his remaining 2010–11 funds. This treatment will not change regardless of any change in Pell program rules.
- Student B has used her full first scheduled award in fall 2010–spring 2011. She qualifies for a second Pell from 2010–11. She has not filed a FAFSA for 2011–12. If second Pell grants are revoked under scenario 1 above, you may pay summer from 2010–11 second scheduled award funds. If second Pell grants are revoked under scenario 2 or 3 above, you may pay summer from 2010–11 funds only if you make the disbursement prior to July 1 or prior to the date of enactment, respectively.
- Student C has filed FAFSAs for both 2010–11 and 2011–12. He has some funds remaining from his first 2010–11 scheduled award, but does not qualify for a second Pell. The financial aid administrator must calculate his payment from both years, and assign summer to the year from which payment would be higher. In most cases, that would be 2011–12. If crossover assignment rules are not revoked, the school has no choice in this assignment. This student would, if summer must be paid from 2011–12, be short of Pell funds in spring 2012, if he attends full-time in the fall and wishes to attend full-time in the spring. (If his payment would be the same from either year, you could pay from 2010–11 to preserve his 2011–12 award. For example, say he attended three-quarter time in both fall 2010 and spring 2011, and is enrolled half-time for summer 2011. His scheduled award is exactly the same for both years. His payment would be the same regardless of which year he is paid from, so you could pay from 2010–11).

- Student D has filed FAFSAs for both 2010–11 and 2011–12. She has used her full first scheduled award from 2010–11 in the fall–spring terms, but she is eligible for a second Pell from 2010–11 for the summer 2011 term. If second Pell grants are eliminated under scenario 1 above, you must compare her payment from each award year and pay the higher amount. If second Pell grants are eliminated under scenario 2 or 3, whether you have to compare payments depends on whether you are early enough to still pay the second scheduled award. If not, you would have to pay out of 2011–12

Note that Student A and Student B could *become* Student C and Student D if they file 2011–12 FAFSAs and the school receives the 2011–12 ISIR within the timeframe during which the crossover regulations require reassignment based on new information about the higher award.

Whichever possible scenario you choose to place your bets on, you must follow current packaging rules until some definitive action is taken. You should probably include a caveat with any award notifications you send out for summer, alerting your students to the possibility of changes due to late congressional activity and whether there are any alternative sources of funds that you can help students obtain.

If you must pay a student out of 2011–12 funds, you might want to remind him or her of any services you offer to hold credit balances (with the student's authorization) for use later in the award year. Your school might consider offering more lenient deferrals of payment for students who are working and want to use their earnings to pay summer charges.

NASFAA continues to follow this situation and to offer advice to the Department and to Congress in hopes that disruption from any transition to new rules can be minimized.



Tennessee Tech
UNIVERSITY

Office of Financial Aid

Box 5076 * Cookeville, TN 38505 * (931) 372-3073 * FAX (931) 372-6309

MEMORANDUM

TO: Dr. Francis Otuonye, Assoc. VP of Research & Graduate Studies

VIA: Ms. Sandy Garrison, Executive Aid

VIA: Dr. Robert Hodum, Executive Director of Enrollment Management

FROM: Mr. Lester McKenzie, Director of Financial Aid

DATE: January 26, 2011

SUBJECT: Graduate Assistantship Procedural Change

To follow-up from our meeting this past semester, and to report on the progress of our test with the new procedures, we would like permission to move forward with our proposal to change the procedures with which Graduate Assistantships are reported to the Office of Financial Aid.

Due to the overwhelming number of PAFs our office receives and the numerous manual changes that are required by our office staff, we would like to move forward and require that all PAFs identifying a student's eligibility for a Graduate Assistantship and/or an Institutional Business Office award be processed by the granting office with an exact amount to post to the student's account identified on the PAF. This would eliminate the need to manually monitor each of the approximately 1000 PAFs on a daily basis by Office of Financial Aid staff members. Each issuing office would be responsible to notify our office via an electronic exchange (similar to scholarweb, but created and maintained by our Office personnel) if an awarded amount needs to be adjusted based on a student's change in schedule.

I would propose a series of workshops with issuing offices to outline the new procedures to be conducted during the mid-Spring 2011 semester with an effective date on Fall 2011. Please let me know if I may proceed with this new plan of action.

Satisfactory Academic Progress

Federal regulations require the Office of Financial Aid at Tennessee Tech University to establish and apply reasonable standards of satisfactory progress for the purpose of the receipt of financial assistance under the programs authorized by Title IV of the Higher Education Act. The law requires institutions to develop policies regarding satisfactory academic progress (SAP). Each institution must design criteria which outlines the definition of student progress towards a degree and the consequences to the student if progress is not achieved. TTU students who wish to be considered for financial aid must maintain satisfactory progress in their selected course of study as set forth in this policy.

Tennessee Tech University Policy

The Office of Financial Aid evaluates student academic progress at the end of each Spring Semester. Students are evaluated on the basis of three criteria: 1) grade point average (GPA.), 2) credit hour completion (PTERM), and 3) maximum time frame limitation (MAXHRS).

Please note that for SAP purposes, the Federal government requires that Tennessee Tech University use coursework completed at Tennessee Tech University – Institutional and remedial courses as well as transfer hours/courses, that apply to your degree as outlined in your Academic Plan. Also, the Academic Fresh Start program is an institutional policy that is NOT considered for federal aid policy.

Criteria 1: Cumulative Grade Point Average (GPA)

To receive financial aid, a student must maintain a minimum qualitative measure of progress defined as cumulative G.P.A. as listed below:

1. Freshmen must have a minimum cumulative GPA of at least 1.6
2. Sophomores must have a minimum cumulative GPA of at least 1.8
3. Juniors must have a minimum cumulative GPA of at least 2.0
4. Seniors must have a minimum cumulative GPA of at least 2.0
5. Graduate Students must have a minimum cumulative GPA of at least 2.0

Criteria 2: Credit Hour Completion (PTERM)

Students are also required to meet a measure of incremental progress.

Students must successfully complete a minimum of 67% of all attempted hours.

For example: If you register for 30 credit hours over the first two years of your program you must successfully complete (withdrawals and failing grades are not defined as successfully completed) 20 credit hours ($30 \times 67\%$) to be maintaining SAP.

Criteria 3: Maximum Time Frame Limitation (MAXHRS)

Undergraduate students are also subject to a quantitative measure of progress.

Students must complete their program of study within 150% of the total coursework required to complete their program. For example, if you are enrolled in a 120 credit hour program, you will no longer be maintaining SAP after you have attempted more than 180 hours ($120 \times 150\%$).

Please note that effective July 1, 201, the Federal Government stipulates that any student who cannot complete their remaining courses in the 150% time frame will be ineligible at that the time the calculation is made. For example, you have attempted 145 hours (150% of your program is 120 hours $\times 150\% = 180$ hours). Your academic plan states you need 60 hours to complete your degree. This determination, when made, would make you ineligible for financial aid at the time of determination.

Institutional Procedures

Category One – Financial Aid Probation

Students who fail to meet any of the three criteria, singularly or in any combination, will be placed on Financial Aid Probation (FAPROB) from the time of the status calculation until the next calculation period (end of spring term).

Any student who is on FAPROB, will have their financial aid suspended until a time when they have successfully met all SAP criteria and have been placed back into Good Standing (GGOOD or GOODST) at the next calculation period (end of Spring term).

If you have mitigating circumstances that have caused you to be placed into this category, such as major illness, death in family or other tragic event AND you can provide corresponding evidence you may submit an appeal. The appeal will be addressed to:

Financial Aid Review Committee
c/o: Sherri Allen, Financial Aid Assistant
Tennessee Technological University
Box 5076
Cookeville, TN 38501

All appeals MUST contain the following items:

1. Be typed format in MS Word, no handwritten appeals.
2. What caused the student to fail the SAP policy, and
3. What corrective action/steps have you taken to maintain SAP by the next evaluation period.
4. Academic Plan – you must sit down with your academic advisor and develop an academic plan that includes all courses required for your major, those courses that have been successfully completed and all remaining coursework. The Academic plan must be signed by the student and advisor.
 - a. Future SAP determinations will be based upon the Academic Plan so any change in this plan must be submitted to the Financial Aid Office prior to the determination date (end of Spring Semester).
 - b. Transfer hours will be considered in determining successful completion of SAP.

The Committee will not review cases arising from poor academic and social choices made by student or “the need” to have financial aid to continue as a student. It may take 5-7 business days for your appeal to be reviewed and acted upon. Your appeal will be held as incomplete if it does not address all of the items listed above.

Category Two – Financial Aid Termination

Any student who is on FAPROB or receiving aid via an Academic Plan and fails to meet any of the three criteria listed above, singularly or in any combination, will have their financial aid terminated, with no opportunity to appeal, until a time when they have successfully met all SAP criteria and have been placed back into Good Standing (GGOOD or GOODST) at the next calculation period (end of term).

This policy is effective July 1, 2011.



Educational Needs Index

Critical

ENI produces a snapshot of current conditions and trends of education need. (Source: Educational Needs Index 2008; ENI uses PUMAs as opposed to county boundaries for analysis and comparison)

County Education Profile

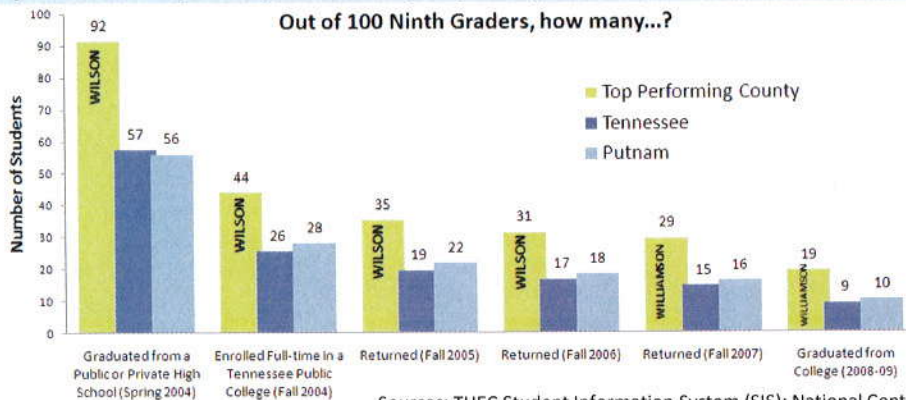
	County	TN
High School Graduation Rate (Spring 2008)	91.5%	83.2%
High School Graduates Attending Public TN College (Fall 2009)	58.2%	55.3%
First-time Freshmen TELS Recipients (Fall 2009)	73.2%	71.0%
TELS Second Year Renewal Rate (Fall 2008 cohort)	55.0%	54.9%
Recent High School Graduate Average ACT Score (Fall 2009) ¹	22.6	21.3
Recent High School Graduate Average High School GPA (Fall 2009)	3.09	3.16
Adult College Enrollment Average (2005 - 2007) ²	13.1%	12.8%

County Adult Educational Attainment (2006 - 2008)

	County	TN	US
Adults with High School Diploma or Higher	79.9%	81.8%	84.5%
Adults with Associates Degree or Higher	26.2%	28.0%	34.9%
Adults with Bachelors Degree or Higher	21.6%	22.2%	27.4%
Younger Adults with Degrees Relative to Older Adults ³	6.5%	0.8%	0.4%

Sources: THEC; American Community Survey (ACS) 2008; Tennessee Department of Education; ¹ First-time freshman; ² Adults ages 25-64; ³ Younger Adults ages 25-44; Older Adults ages 45-64; Degree attainment include Associate or higher. * Data represent a Public Use Microdata Area (PUMA), a sub-state area.

County Education Pipeline (Fall 2000 - Spring 2009)



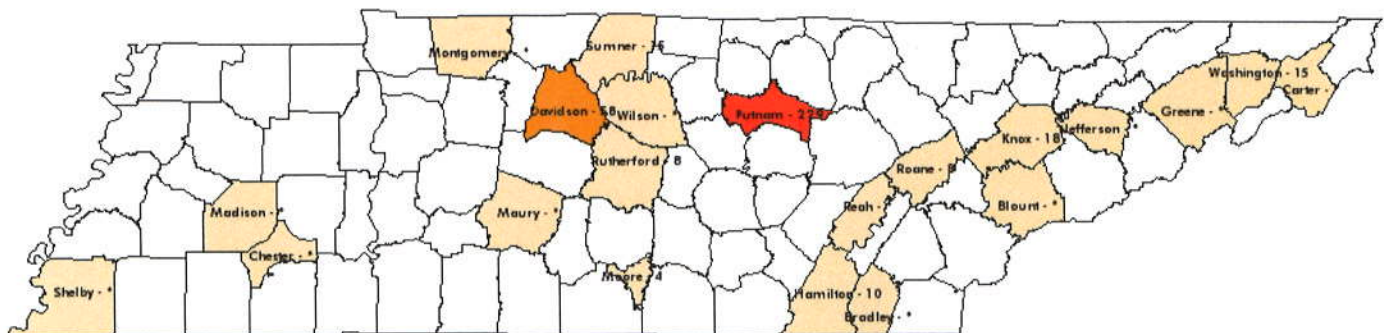
Sources: THEC Student Information System (SIS); National Center for Education Statistics (NCES) Common Core Data

The education pipeline follows entering ninth graders through their journey to complete public college within Tennessee. The pipeline data does not include students who attend private in-state or any out-of-state colleges. Graduates include Associate and Bachelor degrees attained by Spring 2009.

Where do students from this county go to attend college? (Fall 2009)	Head Count	%	How many students come to this county to attend college? (Fall 2009)	Head Count	%
Tennessee Tech (4-yr)	1,528	47.7%	Tennessee Technological University (Public 4-yr)	11,338	91.3%
Nashville (2-yr)	454	14.2%	Nashville State Tech- Cookeville (Pub 2-Yr)	741	6.0%
Livingston (Tech Center)	327	10.2%	Private, for-profit (3 institutions)	344	2.8%
Volunteer (2-yr)	238	7.4%			
UT, Knoxville (4-yr)	142	4.4%			
All Other Public Institutions	517	16.1%			
Total	3,206	100%	Total	12,423	100%

Sources: THEC (public 2-year and 4-year) Integrated Postsecondary Education Data System (IPEDS) (TTC and private from Fall 2008); Excludes institutions which do not participate in federal student financial aid programs

Recent High School Graduates College Destination by County (Fall 2009)⁴



Source: THEC SIS; ⁴ First-time Freshman; * Enrollment in this county less than or equal to 3 students.

County Financial Aid Profile (2008 - 2009)

TELS Scholarship Recipients	County		TN Total	
	HC	%	HC	%
HOPE	604	54.2%	37,261	46.5%
HOPE with GAMS	54	4.8%	4,585	5.7%
HOPE with ASPIRE	251	22.5%	12,703	15.8%
Access Award	3	0.3%	343	0.4%
Dual Enrollment Grant	73	6.6%	13,434	16.8%
HOPE Foster Care Grant	0	0.0%	0	0.0%
Non-Traditional Student Scholarship	22	2.0%	1,470	1.8%
Wilder-Naifeh Technical Skills Grant	107	9.6%	10,405	13.0%
Grand Total	1,114	100.0%	80,201	100.0%

TN Student Assistance Award	County	TN
Recipients	309	26,119
Eligible but Unfunded	859	69,967
Recipients as a % of Eligible Applicants	26.5%	27.2%

859 students from this county applied for the need-based TSSA grant by June 30, 2009 and were eligible but were not funded. Their unfunded need totaled approximately \$1,664,526.

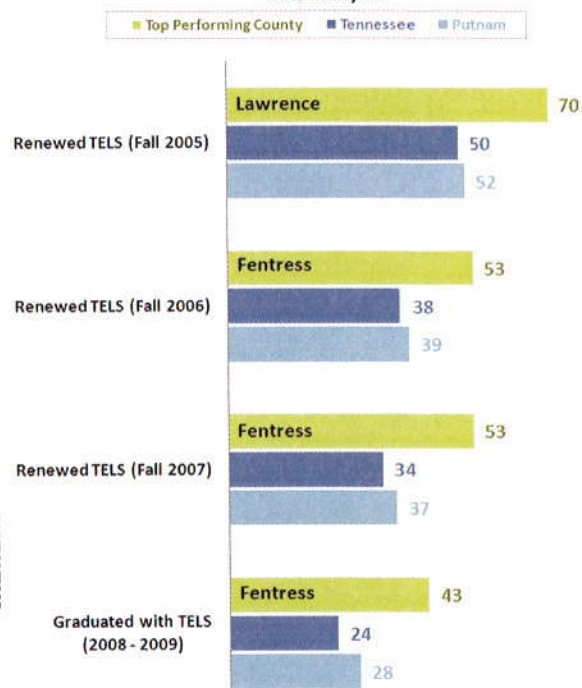
Tennessee Education Lottery Scholarship Award Amounts:

HOPE \$4,000 (4yr) and \$2,000 (2yr)	GAMS \$5,000 (4yr) and \$3,000 (2yr)
ASPIRE \$5,500 (4yr) and \$3,500 (2yr)	Access \$2,750 (4yr) and \$1,750 (2yr)
Wilder-Naifeh \$2,000 (TTC only)	

Sources: THEC; Tennessee Student Assistance Corporation

Cumulative Scholarship Renewal

Out of 100 Fall 2004 Freshman Lottery Recipients, how many...?



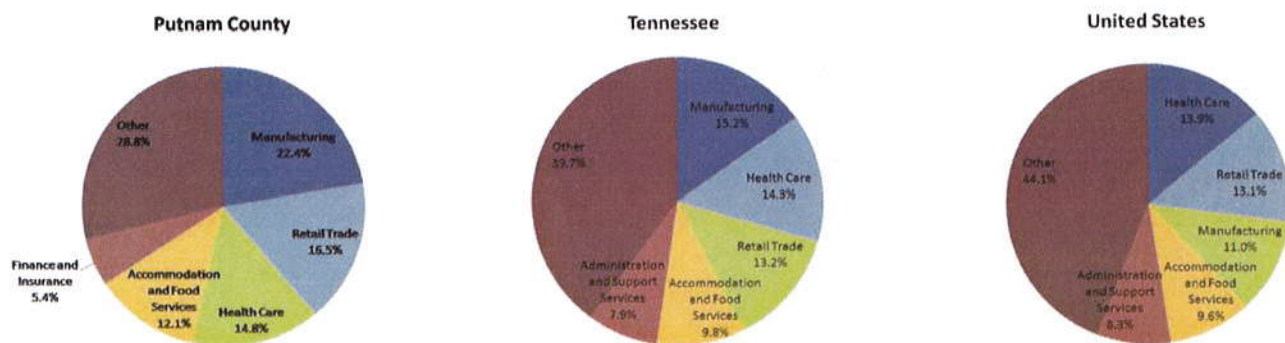
Graduates include Associate and Bachelor degrees attained through Spring 2009.

County Socioeconomic Profile

Health Outcomes	County	TN	Demographics and Income	County	TN	US
Years of Potential Life Lost (premature mortality)	17.9	19.0	Median Family Income (2006-08 avg)	\$45,658	\$53,653	\$63,211
Low Birth Weight	5.6%	9.2%	Per Capita Personal Income (2006-08 avg)	\$20,369	\$24,094	\$27,466
			Population in Poverty (2006-08 avg)	24.2%	16.2%	13.4%
			Unemployment Rate (September 2009)	9.7%	10.5%	9.8%
			Population Ages 0 to 19 (2008)	26.2%	26.3%	27.2%
			Population Ages 20 to 44 (2008)	36.2%	34.0%	34.4%
			Non-white population (2008)	4.2%	19.1%	20.3%
			Rate of Population Growth (2000 to 2008)	12.2%	8.2%	7.3%
			Population Projections (2010 to 2030)	25.1%	19.0%	N/A

Sources: United States Census Bureau Population Estimates; Tennessee Department of Health; ACS 2008; UT-K Center for Business and Economic Research and the Tennessee Advisory Commission on Intergovernmental Relations; * Data represent a Public Use Microdata Area (PUMA), a sub-state area.

County Business Patterns (2007)



County Business Patterns cover most of the country's economic activity. The series excludes data on self-employed individuals, employees of private households, railroad employees, agricultural production employees, and most government employees. County Business Patterns: 2007 was released July 2009.

Source: United States Department of Labor, Bureau of Labor Statistics

107th General Assembly
Tennessee Student Assistance Corporation (TSAC)
Lottery Legislation

<u>House Bills</u>	<u>Description</u>
<u>House Bill 13</u>	Gradually increases eligibility requirements for entering freshmen beginning in 2014-15 academic year
<u>House Bill 14</u>	Changes eligibility requirement to 3.0 and 21 for eligible high school students and increases ACT requirement for all other students to 23
<u>House Bill 15</u>	Changes terminating events to receipt of degree or eight (8) semesters or four years; if student is in program of study of more than 120 hours, award can be received for ten (10) semesters or five years
<u>House Bill 78</u>	Establishes a work-study program for recipients of the HOPE with Aspire program.
<u>House Bill 79</u>	Requires TSAC to develop, implement, and administer a student loan repayment program for nurses who perform community service or accept employment with the State if Tennessee
<u>House Bill 105</u>	Divides the Aspire supplement into half grant (\$750) and half work-study (\$750). Students would have opportunity to earn work-study through employment with LEAs.
<u>House Bill 106</u>	Allows HOPE Scholarship recipients to retain award by maintaining good academic standing
<u>House Bill 111</u>	Allows entering freshmen who did not meet initial eligibility requirements to qualify for the HOPE Scholarship if they meet the GPA requirement at the first benchmark
<u>House Bill 170</u>	Allows award to be used in summer; also, changes terminating events to receipt of degree or five years, or student can receive award for 10 full-time equivalent semesters. Students enrolled half time will use half of an award; students enrolled three fourths will use three fourths of an award;
<u>House Bill 471</u>	States that the award amount received by entering freshmen cannot be lowered in subsequent semesters unless there is a pro rata reduction – lower awards would impact future entering freshmen
<u>House Bill 474</u>	Allows students with documented medical disabilities who can only attend part time to petition for an extension to receive the award longer

House Bill 552

Similar to House Bill 474

House Bill 796

Similar to House Bill 170

House Bill 1195

Creates the Tennessee HOPE Prospective Teacher's Scholarship

House Bill 1343

Permits home school students to qualify for HOPE with a GPA of 3.0 or ACT score of 21

House Bill 1590

Redefines "eligible independent postsecondary institution" to include certain nonprofit institutions

House Bill 1696

Allows the HOPE Scholarship to be used during the summer, reduces years to receive the award from five to four, and alters awards for the Dual Enrollment Grant

Senate Bills

Description

Senate Bill 271

Creates a new lottery scholarship for students preparing to become teachers

Senate Bill 543

Increases length of time for HOPE Access recipients to enroll in a postsecondary institution from 16 months to 28 months

Memo

To: Administrative Council

From: Ed Boucher, Executive Officer, University Judicial Council

Date: March 14, 2011

Re: Annual Report 2010-2011 Academic Year

The University Judicial Council met on the following dates:

October 5, 2010
February 21, 2011
February 28, 2011

The members of this committee are:

Ed Boucher	Charles Carnal
Susan LaFever	Charlie Macke (chair)
Julie Pharr	Jeff Roberts
Zachary Wilcox	Jed Young

Following are highlights of past meetings:

October 5, 2010 and February 21, 2011

Distribution and discussion of orientation materials:

- Disciplinary System Manual
- Annual Report 2009-2010 Academic Year
- Summary of Judicial Cases for 2009-2010

February 28, 2011

- Presided over student disciplinary hearing to determine sanction. The sanction was Disciplinary Suspension.

Ed Boucher, Executive Officer



**ANNUAL REPORT
UNIVERSITY SAFETY & ENVIRONMENTAL COMMITTEE
2010-2011
MARCH, 2011**

The University Safety & Environmental Committee scheduled four meetings during the 2010-2011 academic year. A quorum was not present for the September 28, 2010 meeting and our final meeting of February 22, 2011 was cancelled due to lack of agenda items. The two meetings that were held, October 26, 2010 and January 25, 2011 took place in Johnson Hall Room 102.

Committee Members include:

Dr. Dale Ensor, Ex-officio
Mr. Charlie Macke, Chairperson
Mr. Jim Sullivan
Mr. Mike Cowan
Ms. Gay Shepherd
Ms. Monica Greppin
Mr. Chester Goad
Dr. Lenly Weathers
Dr. Shannon Collins
Dr. Gretta Stanger
Dr. Chris Brown
Mr. Kevin Thompson
Mr. Kevin Burchett
Mr. Dennis Parker
Ms. Trenda Eldridge
Mrs. Barbara Glasscock
Ms. Ashley Ayub, student
Mr. Will Burns, student

Mr. Charlie Macke served as Chairperson and Mr. Jim Cobb served as the Executive Officer for the committee. Mrs. Jody Webb provided staff support services.

The committee discussed various items including the disaster drill held September 15, 2010, safety training, the University's Higher Education Fire Safety Report, and the University's Storm Ready designation. Also discussed was rechargeable battery recycling, inclement weather policy, bicycle rules and guidelines, mercury found in waste water and a Risk Management Initiative program.

A handwritten signature in cursive script, appearing to read "Jim Cobb".

Jim Cobb, Executive Officer

Joint Committee for Planning and Budget

- The committee met three times during the year to review and provided feedback on issues related to the new THEC outcomes formula, the THEC Education Master, TBR Strategic Plan, and the TTU budget.
 - An analysis of the THEC outcomes formula's impact on TTU was provided by Dr. Paul Semmes. In addition to explaining the mechanics of the new formula, Dr. Semmes also led the committee through how changes in TTU's outcomes in various categories could result in increases or decreases in state funding recommendations over the next five year funding cycle.
 - The committee discussed and recommended to Dr. Mark Stephens sub-populations for inclusion in TTU performance funding plan for 2010-2015 funding cycle.
 - The committee identified targets for measurement of TTU's progress on its goals and objectives for 2010-2015.
 - The committee discussed and recommended targets for inclusion in the TBR Strategic Plan. These targets included increase in number of students taking on-line courses, increase in student fall-to-spring progression rates, increase in number of degrees awarded by 2015, increase in licensure and certification pass rates and increases in external dollars (other than state appropriations) raised by TTU during the 5 year funding cycle.
 - The committee discussed THEC's budget recommendation for FY2011-2012 and the impact on TTU of THEC's proposed implementation of the new formula and removal of the hold harmless provision of the old formula.
 - The committee reviewed the Governor's proposed budget for TTU including the impact of an additional 2% reduction in state appropriations and the additional loss of approximately \$1 million over 3 years of recurring funds with the hold harmless removal.
- The committee identified three additional areas that may need strategic action plans during the 2010-2015 planning cycle.
 - An action plan for on-line courses/programs specific to TTU
 - An action plan specifically for the STEM subpopulation in performance funding.
 - An action plan to move to Doctoral/Research Carnegie Classification.
 - Further discuss will occur on these actions in April and May.
- The committee reviewed the web site for input of strategic actions by the various colleges and other units of the campus.