

**Administrative Council
 October 2, 2019, 3:35 p.m.
 President's Conference Room
 Minutes**

| Voting Members Present | | |
|--|-----------------------------------|-------------------|
| Alisha Looper (for Geri Anna Alcorn) | Jeremy Blair | Debra Bryant |
| Chester Goad (for Sandra Bohannon) | Michael Best | Joshua Edmonds |
| Mary Lou Fornehed | Stuart Gaetjens | Mark Groundland |
| Wei Tsun Chang | Ahmed Elsayy | Kim Hanna |
| Birgit Hoffman | Shelia Hurley | Aaron Lay |
| Alan Mills | Holly Mills | Tony Nelson |
| Anthony Paradis | Joe Slater (for Vahid Motevalli) | Francis Otuonye |
| Bedelia Russell | Sally Pardue | Jeff Roberts |
| Mike Rogers | Sandi Smith-Andrews | Claire Stinson |
| Craig Short | Suzan Swartzentrover | Jeannette Wolak |
| Lisa Zagumny | Tammie McMillan (for Mark Wilson) | |
| Voting Members Absent | | |
| Andrew Callender | Steven Frye | Brian Jones |
| Lachelle Norris | Steven Norris | Richard Rand |
| Olorunfemi Ojo | Jackson Williams | Brad Sells |
| Lenly Weathers | Nicholas Wilson | |
| Resource Persons / Others Present | | |
| Yvette Clark | Leslie Crickenberger | Lori Bruce |
| Kevin Braswell | Sharon Huo | Greg Holt |
| Karen Lykins | Katie Williams | Jerri Winningham |
| Lee Wray | Andrea Arce-Trigatti | Christopher Seely |
| Kelvin Encalada | Yasamen Rahimi | Delanie Sukowski |
| Sean Kennon | Jac Ewasysn | Payton Womak |
| Chris Qualls | Craig Zamer | Amari Smith |
| Linda Stegall | Jacob Strickler | Jessica Oliver |

Summary:

Approval of agenda

Deferred minutes (September 4, 2019)

Approved Constitution for Eta Nu Chapter of Kappa Delta Pi of Tennessee Tech

Approved of Constitution for Futuro of Tennessee Tech

Approved of Constitution for Kainos College Ministry of Tennessee Tech

Approved of Constitution for L.A.R.P. Club of Tennessee Tech

Approved of Constitution for Model UN Club of Tennessee Tech

Approved of Constitution for Peer Empowerment Program (PEP) of Tennessee Tech

Approved of new Clery Act Compliance Policy No. 419

Approved of revised Timely Warnings Policy No. 421

Approved of revised Educational Assistance for Tennessee Tech Employees Policy No. 630

Proceedings:

Chairman Wolak called the meeting to order at 3:35 p.m. in the President's Conference Room. Sandra Smith-Andrews made a motion to approve the agenda for October 2, 2019. Anthony Paradis seconded. Motion APPROVED.

Due to the erroneous comment that the minutes were not distributed until an hour prior to this meeting, Sandra Smith-Andrews made a motion that the approval of the minutes from September 4, 2019 be moved to the end of today's agenda. Anthony Paradis seconded. Motion APPROVED.

Payton Womack, President of Eta Nu Chapter of Kappa Delta Pi, spoke on behalf of their organization. Explaining Eta Nu is an international honor society in education and they seek to promote excellence in and recognize their members' contributions to education. They believe in the importance of resources which they wish to give their members to ensure their professional success through all stages of their

teaching career. Resources they provide include professional development opportunities, volunteering on campus, workshops, attendance at conferences, teaching awards, and scholarships. Having Eta Nu at Tennessee Tech also supplies a lot of Tech's events with volunteers. Eta Nu's Faculty sponsors are Dr. Andrea Arce-Trigatti and Dorota Silber-Furman. Sandra Smith-Andrews made a motion to approve the constitution for the Eta Nu Chapter of Kappa Delta Pi. Stuart Gaetjens seconded. Motion APPROVED.

Kelvin Encalada, Vice-President of the Futuro Chapter at Tennessee Tech, explained that Futuro is an inclusive community that creates opportunities for growth and professional development networking, and career growth through various workshops and conferences. Futuro originated in Nashville. Futuro's mission is to provide an inclusive professional community that offers opportunities in civic engagement and career focus with a goal for each of their members to leave their respective universities with a diploma in one hand and a job offer in the other. Futuro hosts organizations throughout the year led by alumni professionals from various large corporations. They will host events where each of their members can express their culture. The Hispanic students at Tech are scattered and their goal is to unite the Hispanic students so they can persevere together. Mark Groundland moved for approval. Sandra Smith-Andrews seconded. Futuro's faculty advisors are Carlos Galindo and Alma Hales. Motion APPROVED.

Amari Smith spoke as an officer for the Kainos College Ministry of Tennessee Tech. The Ministry is the official campus college ministry for the Kainos Church, which is down the street on Peachtree. It is a discipleship group aimed at the growth and development of college students and young adults, especially students of color. There are too many students that need a place to belong where they can feel at home. This ministry seeks to provide a diverse environment for students to grow spiritually through fellowship and discipleship. There are no campus ministries that currently meet that goal. The ministry will aim to have a variety of worship nights, fellowship nights, as well as bible studies and small groups, all aimed at the development of students. The faculty advisor is Dr. Robert Owens. Lisa Zagumny motioned for approval. Bedelia Russell seconded. Motion APPROVED.

Linda Stegall spoke for the L.A.R.P Club (Live Action Role Play) of Tennessee Tech. It aims to provide physical, cultural, historical enhancement, as well as to develop inter and intra personal skills. They will be hosting events such as faux reenactments of medieval battle simulations, as well as feasts and other kinds of arts and crafts nights and workshops to better enrich members to medieval culture as well as in creative writing and fantasy role play. Lisa Zagumny made a motion to approve. Sandra Smith-Andrews seconded. Dr. Jonathan Moldenhauer is the faculty advisor. Motion APPROVED.

Ash Seely, acting president of the Model United Nations (UN) Club of Tennessee Tech, explained that it was an activity that colleges across the country participate in at the regional, national and international level. The colleges are assigned as different countries and go to simulate at conferences where they act out the actual conferences that the United Nations Sessions are in. Students within these groups are assigned committees and discuss issues such as Arms Trade and Environmental Concerns. They meet up in clary sessions at the end of the conference. The Model United Nations Club of Tennessee Tech would be formed specifically to participate in these conferences. It would give students of multiple majors

opportunities to join in. This gives students opportunities to improve communication skills, parliamentary procedure skills, and interpersonal skills as student negotiate with one another. There is currently a Political Science class for this but there is no guarantee that it is open to all majors and it only meets in spring semester. The club would also be open for Fall and Spring semesters. The Faculty Advisor is Dr. Ronald McGauvran. A motion was made to approve by Sandra Smith-Andrews. Seconded by Sally Pardue. Motion APPROVED.

Sean David Kennon, acting president of the Peer Empowerment Program (PEP) of Tennessee Tech introduced their faculty advisor, Jac Ewasyszyn. PEP strives to create a safe environment for students by hosting educational programs, activities and events, and training sessions to educate all campus life on the dangers of domestic violence, dating violence, stalking, and sexual violence while also pointing out the resources that TN Tech does offer. PEP will work closely with Project AWAKEN to provide awareness, advocacy, knowledge, empowerment, and nurturing to survivors, as well as education to the campus community, thus enhancing the safety of our campus. Sandra Smith-Andrews motioned for approval. Lisa Zagumny seconded. A friendly amendment to the motion was made to change the wording under the Financial Plans, section 2, to state that if Project Awaken is no longer active that donations would go to Genesis House. Motion APPROVED with amendment.

Greg Holt reported on the new Clery Act Compliance Policy No. 419. The Clery Act is a Federal Law that deals with reporting crimes and how we handle crimes. The government suggests that Universities have a policy that says we are going to obey Federal Law. It outlines some of the bigger steps and procedures and things we have to do to make sure we comply with the Clery Act. Sandra Smith-Andrews made a motion to approve. Jeff Roberts seconded. Motion APPROVED.

Greg Holt explained that the Timely Warnings Policy No. 421 is related to the Clery Act. This is not a new policy but revised to clean up and only relate to the Timely Warnings itself. The policy is about the rules and procedures for alerting students and employees to certain crimes or emergencies in a manner that is timely and will aid in the prevention of similar crimes. Lisa Zagumny made the motion to approve. Anthony Paradis seconded. Motion APPROVED.

Leslie Crickenberger presented the revised Educational Assistance for Tennessee Tech Employees Policy No. 630. The policy was previously passed but there were some clarification points to make which are highlighted in the document. Tuition reimbursement is to be used after all other aid has been paid. The revision also clarified when employees can register for class and equivalent credit hours. Bedelia Russel made the motion to approve. Lisa Zagumny seconded. Discussion followed pointing out that there were a couple of words missing from the revised policy under H. No. 9. Dr. Bruce asked if we reimbursed employees that enroll in degree programs at other institutions that Tech offers. Dr. Crickenberger confirmed yes, primarily they do attend Tech because the benefit is larger. Sandra Smith-Andrews explained that the theory was if an employee went away they would have a more diverse experience and make a better employee. Dr. Crickenberger mentioned that the tuition waiver is state law and we cannot dictate where they go. Dr. Crickenberger clarified that the reimbursement is

only up to the Tech rate and the employee had to pay the difference if going out of state. Motion APPROVED.

A motion by Sandra Smith-Andrews was made to approve the minutes of September 4th at the next meeting. Seconded by Anthony Paradis. Motion Approved.

Lisa Zagumny made a motion to adjourn. Sandra Smith-Andrews seconded. Meeting adjourned at 4:04 p.m.

Diane Smith, recorder