

Administrative Council
November 12, 2014
President's Conference Room

Members Present		
Bobby Adams	Bobby Hodum (Sub. A. Pope)	Chad Rezsnyak
S.K. Ballal	Glenn James	Deborah Setliff
Ed Boucher	Regina Lee	Sandi Smith
John Brooks	Malinda Lloyd	Mark Stephens
Jack Butler	Charlie Macke	James Stewart
George Chitiyo	Jack Matson	Claire Stinson
Kellie Collins	Emily McDonald	Holly Stretz
Kent Dollar	Joseph Ojo	Debbie Walker (Sub. K. Williams)
Melissa Geist (Sub. J. Roberts)	Rodley Pineda	Mark Wilson
Kim Hanna	Joseph Rencis	
Members Absent		
Jim Baier	Ann Manginelli	Jeff Roberts
Marc Burnett	Chris McDonald	Bedelia Russell
Brooke Dedmon	Tony Nelson	Bharat Soni
Judy Duvall	Philip Oldham	Dana Winningham
Laura Graves	Jeff Plant	Jeff Young
Sharon Holderman	Tiff Rector	
Michael Hooper		

Summary:

Approved agenda of November 12, 2014, as distributed

Approved minutes of October 15, 2014

Received revised policies submitted and presented by Residential Life:

- Emotional Support/Comfort Animals
- Student Housing Agreement and Rules

Approved SGA Bill F14-010 "An Act to Ratify the Student Government Association Constitution"

Approved Student Organization Constitutions:

- Student Government Association
- TTU Phi Epsilon Kappa Zeta Psi Chapter
- Tennessee Tech Disney Club
- Tennessee Tech Tau Tau Alpha Sigma Lambda Honor Society
- TTU Table Tennis Club
- Iranian Student Organization at TTU
- The Horseman's Club of Tennessee Tech

Approved "Sexual Misconduct" policy as submitted

Approved revised "Residency Classification" policy

Approved revised Athletics policies:

- Organization and Responsibilities of the Department of Athletics
- Compliance
- Financial Aid
- Student-Athlete Appeals related to Financial Aid or Permission to Contact another Institution
- Athletics Finances and Budget Controls
- Tennessee Tech Approved Athletic Recognitions
- Scheduling and Contracts
- Facilities and Equipment
- Travel

Approved the adoption of “Illicit Discharge Detection and Elimination” policy

Approved revised policies as submitted by Planning and Finance:

- HR Emergency Procedures
- Optional Retirement
- Payment of Student Fees and Enrollment
- Return to Work
- Student Workers
- Temporary Employment
- Unemployment Compensation
- Volunteer Firefighter Service Leave

Proceedings:

A motion to approve the agenda of November 12, 2014, as distributed, was made by Dr. Ballal and seconded by Dr. Lloyd. Motion APPROVED.

Dr. Setliff moved approval of October 15, 2014, minutes, and Dr. Ballal seconded. As noted by Dr. Rezsnyak, he will be added to the attendees listing. Motion APPROVED.

Dr. Ballal moved to receive the “Emotional Support/Comfort Animals” policy as revised. Dr. Smith seconded. Residential Life Director Charlie Macke commented that this policy aligns the University with the Federal Housing Disability Act. Motion APPROVED.

A motion was made by Dr. Ballal to receive the “Student Housing Agreement and Rules” revised policy. Dr. Smith seconded. Director Macke informed the Council that policy revisions affect Tech Village housing requirements, visitation sign-in, and eliminates the sophomore housing requirement. Motion APPROVED.

Mr. Wilson moved approval of the SGA Bill F14-010 “An Act to Ratify the Student Government Association Constitution.” Mr. Macke seconded. The bill puts in motion the process to begin ratification of a new Student Government Association Constitution. Motion APPROVED.

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A motion to approve the revised Student Government Association Constitution as amended was made by Mr. Wilson and seconded by Dr. Smith. SGA President Emily McDonald stated that the new constitution merely amends numerous grammatical errors and outdated language. Council members noted minor corrections needed. Motion APPROVED (with noted corrections to be completed).

Mr. Wilson motioned to approve the TTU Phi Epsilon Kappa Zeta Psi Chapter Constitution. The motion was seconded by Mr. Macke. The organization wishes to advocate for fields of exercise science, physical education and wellness and promote integrity, leadership and professionalism for the success amongst its members. Motion APPROVED.

A motion was made by Mr. Wilson to approve the Tennessee Tech Disney Club Constitution. Dr. Ballal seconded. The Club seeks to provide an avenue for students with a passion for Disney to stand out when applying for Disney internships and employment opportunities. Motion APPROVED.

A motion to approve the Constitution of the Tennessee Tech Tau Tau Alpha Sigma Lambda Honor Society was made by Mr. Wilson and seconded by Dr. Ballal. The honor society wishes to represent academically outstanding non-traditional students and act as a means of support. Motion APPROVED.

Mr. Wilson moved to approve the TTU Table Tennis Club Constitution. Dr. Ballal seconded. The Club will promote knowledge and interest for all desiring to learn, practice and play table tennis. Motion APPROVED.

A motion was made by Mr. Wilson and seconded by Dr. Ballal to approve the Constitution of the Iranian Student Organization at TTU. The purpose of the organization is to facilitate and encourage students to share Iranian culture, events, etc. Motion APPROVED.

A motion to approve the Constitution of The Horseman's Club of Tennessee Tech was made by Mr. Wilson and seconded by Dr. Ballal. The Club will provide an opportunity for interested students to gain knowledge of horses and the horse industry as well as promote excellence in horsemanship and equestrian sports through organized competition and educational opportunities. Motion APPROVED.

Mr. Wilson moved approval of the "Sexual Misconduct" policy as submitted. Dr. Ballal seconded. Title IX Coordinator Marlene Hall presented details of the policy and noted that the policy provides a single, easily accessible and user-friendly document for students, employees and others affected by sexual misconduct to find information regarding the institution's rules and procedures related to the offenses defined within the policy. The policy will serve as a resource to assist victims of sexual misconduct. The policy seeks to align the University with state, federal and TBR guidelines to include Title IX and Clery Act. Motion APPROVED.

A motion to approve the "Residency Classification" policy was made by Mr. Wilson and seconded by Dr. Stretz. Admissions Director Alexis Pope stated the policy provides uniform rules to determine

students “in-state” or “out-of-state” classification for fees and tuition purposes and for admission purposes. The policy adopts TBR Policy 3:05:01:00. Following discussion, the question was called and motion APPROVED with one vote of nay.

Mr. Adams moved to approve the revised Athletics policies as proposed with Dr. Ballal seconding. AD Mark Wilson informed the Council that no substantive changes were made, but revisions included wording and formatting changes to the policies. Motion APPROVED. Revised policies:

- Organization and Responsibilities of the Department of Athletics
- Compliance
- Financial Aid
- Student-Athlete Appeals related to Financial Aid or Permission to Contact another Institution
- Athletics Finances and Budget Controls
- Tennessee Tech Approved Athletic Recognitions
- Scheduling and Contracts
- Facilities and Equipment
- Travel

A motion to adopt the “Illicit Discharge Detection and Elimination” policy was made by Dr. Stretz and seconded by Mr. Wilson. Safety and Environmental Services Coordinator Sarah Difurio presented information that the policy is required for compliance with TTU’s Phase II MS4 Stormwater permit as set forth by the Tennessee Department of Environment and Conservation and the U.S. Environmental Protection Agency. The policy shall apply to all water entering the storm drain system generated on any developed and undeveloped TTU owned lands unless explicitly exempted by the TTU Phase II Stormwater MS4 permit. Motion APPROVED.

Mr. Wilson moved to approve the revised Planning and Finance policies as submitted with Dr. Ballal seconding. Vice President Claire Stinson stated the policies were revised to comply with TTU policy formatting and/or the adoption of TBR policy. Motion APPROVED. Revised policies:

Adoption of TBR policy

- HR Emergency Procedures
- Optional Retirement
- Return to Work
- Unemployment Compensation
- Volunteer Firefighter Service Leave

TTU policy format update

- Payment of Student Fees and Enrollment
- Student Workers
- Temporary Employment

Dr. Ballal moved to adjourn, and the motion was duly seconded. Meeting ADJOURNED at 4:39 p.m.

Documents on file with minutes:

Revised Policies:

- Emotional Support/Comfort Animals
- Student Housing Agreement and Rules
- Sexual Misconduct
- Residency Classification
- Organization and Responsibilities of the Department of Athletics
- Compliance
- Financial Aid
- Student-Athlete Appeals related to Financial Aid or Permission to Contact another Inst.
- Athletics Finances and Budget Controls
- Tennessee Tech Approved Athletic Recognitions
- Scheduling and Contracts
- Facilities and Equipment
- Travel
- HR Emergency Procedures
- Optional Retirement
- Payment of Student Fees and Enrollment
- Return to Work
- Student Workers
- Temporary Employment
- Unemployment Compensation
- Volunteer Firefighter Service Leave

Adopted Policies:

- Illicit Discharge Detection and Elimination

Approved Student Organization Constitutions:

- Student Government Association
- TTU Phi Epsilon Kappa Zeta Psi Chapter
- Tennessee Tech Disney Club
- Tennessee Tech Tau Tau Alpha Sigma Lambda Honor Society
- TTU Table Tennis Club
- Iranian Student Organization at TTU
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