

Administrative Council
February 20, 2008
President's Conference Room

Members Present:

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| Deborah Allen | Glenn James | Joseph Ojo |
| Melinda Anderson | Regina Lee | Rita Reese |
| S.K. Ballal | Charlie Macke | Mark Stephens |
| Robert Bell | Jeffery Marquis | Claire Stinson |
| Nicole Bostic | Jack Matson | Tom Timmerman |
| Marc Burnett | Linda Maxwell | Ashley Warrington |
| Josh Hauser | Nancy Mielke | Mark Wilson |
| Craig Henderson | Dorothy Nash | Lisa Zagumny |
| David Huddleston | Mike Nivens | |

Members Absent:

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| Suellen Alfred | Myron Douglas | Homer Kemp |
| Daniel Badoe | Susan Elkins | Donna Long |
| Joe Biernacki | Melissa Geist | Paige Provey |
| Janice Branson | Sheila Green | Randy Raper |
| Chris Brown | Paula Hinton | James Monroe Stewart |

Others Present:

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| Zeyad Alshammari | Frank Bush | Yvonne Gribble |
| Saeed Al Rubaiee | Patricia Campion | Letchuman Sripragash |
| Ed Boucher | Clay Cochran | |

Summary of Proceedings:

Approved agenda.

Approved minutes of November 14, 2007, as distributed.

Approved proposed procedural changes for Buildings and Grounds Committee.

Approved Sociology and Political Science Research Club Constitution.

Approved Mechanical Engineering Graduate Association Constitution.

Approved Saudi Club Constitution.

Approved Young Life's Q.U.E.S.T. Constitution.

Approved proposed SGA Bill F07-03 "Early Registration for SGA Officials."

Received report on procedures for telephone directory listings.

Tabled approval of proposed Data Management Policy.

Tabled approval of Confidentiality Agreement Form.

Proceedings:

A motion to approve the agenda of February 20, 2008, as distributed was made by Mr. Wilson and seconded by Ms. Bostic. Motion APPROVED.

Dr. Ballal moved to approve the minutes of November 14, 2007, and Mr. Wilson seconded. Motion APPROVED.

A motion to approve the proposed procedural changes for the Buildings and Grounds Committee was made by Dr. Nivens and seconded by Mr. Wilson. Dr. Nivens gave a brief overview of the changes that were made. Motion APPROVED.

A motion to approve the Sociology and Political Science Research Club Constitution at Tennessee Tech was made by Mr. Wilson and seconded by Mr. Macke. Dr. Champion explained that exceptions for membership would be made to include students with interest in Sociology and Political Science. Motion APPROVED.

A motion to approve the Mechanical Engineering Graduate Association Constitution was made by Dr. Marquis and duly seconded. Motion APPROVED.

A motion to approve the Saudi Club Constitution was made by Mr. Wilson and seconded by Ms. Bostic. Following discussion of the dissolution of funds, Section IX, the Council approved the Constitution with the omission of the phrase “and the Saudi Cultural Mission,” in Section IX, Financial Obligation. Motion APPROVED.

A motion to approve the Young Life’s Q.U.E.S.T. Constitution was made by Ms. Warrington and seconded by Mr. Wilson. Motion APPROVED.

A motion to approve the SGA Bill F07-03 “Early Registration for SGA Officials” was made by Mr. Wilson and seconded by Mr. Macke. This bill was explained to be a perk for the commitments of SGA officials. Motion APPROVED.

The policies pertaining to listings of home numbers in the TTU directory for University administrators had been submitted as a question for the Council. Mr. Burnett reported that Student Affairs requests directory information on an annual basis for compiling directory listings. President Bell stated that in the case of emergency contact for individuals without listings in the directory, a TTU police dispatcher is available 24 hours a day. Also, emergency contact information for all senior-level administrators is readily available if the need arises.

A motion to approve the proposed Data Management Policy was made by Mr. Wilson and seconded by Ms. Bostic. President Bell explained that he adopted the policy as an interim operating policy for the University on January 29, 2008, pending review by the

Information Technology Committee, Deans' Council, Faculty Senate, and both Councils. Revisions are currently underway. Motion made by Dr. Bell to table the motion until the April meeting. Motion TABLED.

A motion to approve the proposed Confidentiality Agreement Form was made by Mr. Wilson and seconded by Ms. Bostic. Mr. Bush explained that though some have already completed this form, once a final form is released all must resign. Dr. Bell moved to table the motion. Motion TABLED.

A motion to adjourn was made by Dr. Ballal. The meeting ADJOURNED at 4:17 p.m.

Terri Taylor, Recorder

Documents on file with minutes:

- Procedural changes for Buildings and Grounds Committee
- Constitution for the Sociology and Political Science Research Club
- Constitution for the Mechanical Engineering Graduate Association
- Constitution for the Saudi Club at Tennessee Tech
- Constitution for the Young Life's Q.U.E.S.T.
- SGA Bill F07-03 "Early Registration for SGA Officials"
- Proposed Data Management Policy
- Proposed Confidentiality Agreement Form