

University Assembly
November 16, 2016
President's Conference Room

Members Present: Airhart, Baier, Bates, Beach, Boles, Broady, Brown, Bryant, Burnett, Butler, Camuti, Chitiyo, Darvennes, Duke, Hansen, Jared, Keeton, Killman, Larimore, Lee, Macke, Martin, Mills, Ojo, Rand, Rezsnyak, Roberts, Self-Mullens, Semmes, Sisk, S. Smith, T. Smith, Soni, Stephens, Stewart, Stinson, Tuck, Tzeng, Vargas, Walker, Wendt, Wilson

Members Absent: Anitsal, Baker, Ballal, Ballou, Dollar, Doubet, Duvall, Edwards, Fleenor, Frye, Geist, Hellman, Hinton, Hodum, Hoy, Idem, Liu, Michael, Miller, Navarro, Nelson, Null, O'Connor, Payne, Propes, Ramsey, Raymondo, Rencis, Shank, Shipley, Stretz, Stoltz

Non-Voting Members Present: Crickenberger, Ghorashi (presiding), Huo, Young

Summary of Proceedings

Approved agenda

Approved minutes of April 20, 2016

Approved the following International Education policies:

- Full Course of Study Requirements for International Students Policy No. 240
- International Undergraduate Admissions Policy No. 242
- Transfer Credit for International Undergraduate Students Policy No. 243
- International Undergraduate Students Readmissions Policy No. 244
- International Academic Partnerships Policy No. 245
- Faculty-Led Study Abroad Short-Term Programs Policy No. 290

Received fall 2016 semester report from Academic Council

Received fall 2016 semester report from Administrative Council

Proceedings

Presiding on behalf of President Oldham, Provost Ghorashi called the meeting to order at 3:35 p.m. and directed the Assembly to the meeting agenda. Mr. Wilson moved approval of the agenda and Dr. Darvennes seconded. Motion APPROVED.

A motion to approve the minutes of April 20, 2016, as distributed, was made by Mr. Wilson and seconded by Dr. Darvennes. Motion APPROVED.

The International Education policies were approved individually. All policies are pending the establishment of the new board of governance. Revised policies reflect the FOCUS Act and new board.

“Full Course of Study Requirements for International Students Policy No. 240” describes the requirements related to immigration and the number of credit hours international students are obligated to enroll who are attending Tennessee Tech in the following visa statuses: F-1 or J-1 status. Dr. Stephens made a motion to approve the policy. Mr. Wilson seconded. Motion APPROVED.

“International Undergraduate Admissions Policy No. 242” establishes minimum requirements for international undergraduate admissions. Dr. Stephens moved approval of the policy, and Mr. Wilson seconded. Motion APPROVED.

“Transfer Credit for International Undergraduate Students Policy No. 243” establishes a procedure for awarding credit for courses taken at either colleges and universities within the USA or overseas for international undergraduate students. Dr. Stephens moved approval of the policy, and Mr. Wilson seconded. Motion APPROVED.

“International Undergraduate Students Readmissions Policy No. 244” establishes the requirements for international undergraduate readmissions during and after probation. Dr. Stephens made a motion to approve the policy, and Mr. Wilson seconded. Motion APPROVED.

“International Academic Partnerships Policy No. 245” describes the process for selection and approval of international academic partners. A motion to approve was made by Dr. Stephens. Mr. Wilson seconded. Motion APPROVED.

“Faculty-Led Study Abroad Short-Term Programs Policy No. 290” describes procedures for Tennessee Tech Faculty-Led Study Abroad short-term programs. Dr. Stephens moved approval, Mr. Wilson seconded. Motion APPROVED.

Academic Council: A motion was made by Mr. Wilson and seconded by Dr. Rand to receive the report of the Academic Council. The Assembly unanimously received the following report from the Academic Council for fall 2016, as reported by Dr. Jared. The Academic Council met three times during the fall semester. The meeting dates were September 7, October 5, and November 9. It was noted that within the summary of September 7, the “MBS Admission Requirement Changes” should actually read “MBA Admissions Requirement Changes.” The information below summarizes the business conducted at these meetings:

September 7, 2016

Approved the following program proposals:

Proposal for MBA Admission Requirement Changes

Proposal for Nursing Program Admission Policy Changes

Approved the following policy revisions:

- Policy No. 250 Undergraduate Admission Requirements
- Policy No. 251 Readmission after Academic Suspension
- Policy No. 252 Undergraduate Academic Fresh Start
- Policy No. 262 Articulation with Proprietary School
- Policy No. 266 Class Attendance
- Policy No. 102 University Committees
- Policy No. 202 Academic Freedom and Responsibility
- Policy No. 212 Endowed Chair Holder Appointment
- Policy No. 213 Faculty Voluntary Separation
- Policy No. 209 Faculty Evaluation of University Administrators
- Policy No. 210 Appointment and Evaluation of Academic Deans
- Policy No. 120 Minors on Campus

Appointment of the following ad hoc committee:

- Electronic Tenure and Promotion Documents

October 5, 2016

Approved the following program:

- Proposal for Masters of Accountancy Program

Approved the following policy revisions:

- Policy No. 211 Appointment and Evaluation of Chairpersons
- Policy No. 219 Emeriti Faculty
- Policy No. 222 Credit Hours
- Policy No. 269 Awarding Posthumous Degrees

November 9, 2016

Approved the following program changes:

- Deletion of Inactive Concentrations in Engineering
- Changes in admission criteria for MA in Counseling and Psychology

Approved the following policy revisions:

- Policy No. 203 Faculty Roles and Responsibilities
- Policy No. 223 Distance Education
- Policy No. 102 University Committees
- Policy No. 221 Substantive Change
- Policy No. 270 General Graduate Admissions Requirements
- Policy No. 271 General Graduate Degree Requirements
- Policy No. 272 Graduate Studies Executive Committee Policy
- Policy No. 275 Graduate Academic Fresh Start
- Policy No. 281 Graduate Student Reinstatement after Dismissal and Appeal Procedures
- Policy No. 282 Graduate Faculty Appointment and Responsibilities Policy
- Policy No. 283 General Graduate Transfer Credit Requirements
- Policy No. 260 Requirements for a Baccalaureate Degree and Graduation
- Policy No. 267 Academic Calendar

The Academic Council convened one Grade Appeal Committee during the fall 2016 semester.

Administrative Council: A motion was made by Mr. Wilson and seconded by Dr. S. Smith to receive the report of the Administrative Council. The Assembly unanimously received the following report from the Administrative Council for fall 2016, as reported by Dr. Jim Baier. Council met four times during the fall 2016 semester: August 24, September 7, October 5, and November 9. At each meeting, the agenda and minutes of the previous meeting were approved. The following summarizes these meetings:

August 24, 2016

Approved the following Constitutions:

Women's Club Soccer of TTU

Student Environmental Action Coalition of TTU (as amended)

Received briefing re: FOCUS Act transition of policies

Rescinded Allergy Injections Policy No. 363

Received Weapons on Tennessee Tech Property Policy No. 422

Approved the following policies pending new governance board establishment:

Policy on Policies No. 101

Scholarship Policy No. 254

Eagle Card Policy No. 311

Class Excuse Policy No. 362

University Police Complaint Procedure Policy No. 411

Parental Leave Policy No. 612

Bereavement Leave Policy No. 613

Voting Leave Policy No. 614

Jury Duty Policy No. 615

Disaster Relief Service Leave Policy No. 621

Alternate Work Arrangements Policy No. 626

Benefits in the Event of an Employee Death Policy No. 633

Retirement Policy No. 663

Consensual Relationships Policy No. 686

September 7, 2016

Approved revised Minors on Campus Policy No. 120, effective immediately

Approved the following policies pending new governance board establishment:

Response to Subpoenas, Court Orders, Warrants, etc. Policy No. 111

Uniform Administrative Procedures Act (UAPA) Contested Case Hearings Policy No. 112

Internal Auditing Policy No. 130

Preventing and Reporting Fraud, Waste, or Abuse Policy No. 131

Student Complaint Policy No. 301

Special Temporary Parking Policy for Students and Employees Policy No. 361

Timely Warnings Policy No. 421

Promotions, Demotions, and Transfers Policy No. 643

Position Reclassification Policy No. 659

Nepotism Policy No. 685

Revised the Administrative Council Procedures to add one elected regular faculty representative from the College of Interdisciplinary Studies to serve on the Council.

October 5, 2016

Rescinded Unemployment Compensation Policy No. 668

Approved Emotional Support/Comfort Animals Policy No. 306 (pending new board establishment)

Approved revised Student Housing Agreement and Rules Policy No. 305, effective immediately

Approved Personal Recording Devices Policy No. 180 (pending new board establishment)

Approved Moving Allowance Policy No. 510 (pending new board establishment)

Approved Background Investigations Policy No. 602, effective immediately

Approved the following policies pending new governance board establishment:

Americans with Disabilities Act (ADA) Compliance Policy No. 605

Faculty Sick Leave Bank Policy No. 608

Non-Faculty Sick Leave Bank Policy No. 609

November 9, 2016

Approved revised Confidentiality of Student Records and FERPA Compliance Policy No. 265 (in effect with President's Approval)

Approved Campus Space Utilization and Allocation Policy No. 170 (pending new board establishment)

Approved the following Constitutions:

Collegiate 4-H of TTU

Community Jam Band of Tennessee Tech

Dance Dance Revolution of TTU

InterVarsity Christian Fellowship of TTU

Japanese Club of TTU

LOVE YOUR MELON TTU CAMPUS CREW

Men's Soccer Club of TTU

Student United Way of TTU

VegTTU

Approved two SGA Bills as follows:

F16-001 "An Act to Include the College of Interdisciplinary Studies"

F16-004 "An Act to Revise the Appointment Process for an Officer Vacancy"

Rescinded two policies as follows:

Leave Transfer between the State University and Community College System and State Agencies Policy No. 623

Classification of Benefits for Fees and Tuition Policy No. 632

Approved Electronic Signatures Policy No. 117, effective immediately

Approved the following policies pending new governance board establishment:

Immunizations Policy for New Full-Time Students Policy No. 360

Environmental Health and Safety Policies and Procedures Policy No. 401

Transfer of Sick Leave between Employees Policy No. 622

Volunteer Firefighter Service Leave Policy No. 624

Temporary Employment Policy No. 641

Student Workers Policy No. 642

Longevity Pay Policy No. 660

Certified Administrative Professional Examination Policy No. 661

Employee Credentials Documentation Policy No. 662

Following discussion, no action on proposed policy No. 119 Children in the Classroom or Workplace Policy; following discussion, no action on proposed Policy No. 172 Alcohol and Drugs Policy.

Mr. Wilson moved to adjourn. The motion was duly seconded. Meeting ADJOURNED at 3:45 p.m.

Submitted by Terri Taylor, Recorder