

# University Assembly

April 20, 2016

## President's Conference Room

**Members Present:** Anitsal, Baier, Ballal, Beach, Boles, Camuti, Darvennes, Dollar, Doubet, Hodum, Holderman, J. Isbell, S. Isbell, Jared, Keeton, Killman, Larimore, Lee (sub Saltsman), Lloyd, Manginelli, Matson, Null, O'Connor, Propes, Rezsnyak, Roberts, Self-Mullens, Semmes, Shank, T. Smith, Soni, Stephens, Stewart, Stinson, Stretz, Tzeng, Walker, Wendt, Wilson

**Members Absent:** Adams, Anderson, Bates, Branson, Burnett, Butler, Champ, Chitiyo, Davis, Duvall, Edwards, Fleenor, Hanna, Hansen, Hodge, Hoy, Idem, Liu, Macke, Michael, Navarro, Nelson, Ojo, Payne, Pineda, Piras, Plant, Raymondo, Rencis, Russell, Savage, Shipley, S. Smith, Stoltz

**Non-Voting Members Present:** Huo, Ghorashi, Oldham, Young

### Summary of Proceedings

Approved agenda

Approved minutes of November 18, 2015

Received spring semester report from Academic Council

Received spring semester report from Administrative Council

Received annual report of the Information Technology Committee

Received annual report of the Strategic Planning and Assessment Committee

### Proceedings

President Oldham called the meeting to order at 3:45 p.m. and directed the Assembly to the meeting's agenda and announced that item No. 3 had been withdrawn to allow further analysis by TTU University Counsel and Academic Affairs; Mr. Wilson moved approval of the agenda and Dr. Ballal seconded. Motion APPROVED.

A motion to approve the minutes of November 18, 2015, as distributed, was made by Mr. Wilson and seconded by Dr. Ballal. Motion APPROVED.

**Academic Council:** A motion was made by Mr. Wilson and seconded by Dr. Ballal to receive the report of the Academic Council. The assembly unanimously received the following report from the Academic Council for spring 2016, as reported by Dr. Jared. The Academic Council met twice during the spring semester. The meeting dates were February 24 and April 13. The information below summarizes the business conducted at these meetings:

#### February 24, 2016

Approved Graduate Student Dismissal, Reinstatement and Appeals Procedures Policy

Approved revisions to the M.S. Chemistry Admissions Requirements

Approved of a new concentration in Public Safety in the School of Professional Studies

Approved a new concentration for Parallel, Distributed and High Performance Computing in Computer Science

Approved the name change for the Department of Art to the School of Art, Craft and Design  
A subcommittee was appointed to review the following:

- Policy on Policies wording
- The role of the University Assembly
- The procedures for approving reports from the Academic and Administrative Councils

### **April 13, 2016**

Approved the following reports:

- Admissions and Credits Committee
- Curriculum Committee
- Faculty Development Steering Committee
- Graduate Studies Executive Committee
- University Library Committee
- Faculty Research Committee
- University Research Advisory Committee
- Teacher Education Committee

Approved the following name changes:

- Honors Program to Honors College
- Concentration in Sociology to Criminology and Criminal Justice
- Basic Engineering to Department of General and Basic Engineering

Approved the following policies:

- Policy No. 271-General Graduate Degree Requirements
- Policy No. 282- Graduate Faculty Appointment and Responsibilities
- Policy No. 283- General Graduate Transfer Credit Requirements
- Policy on Faculty-Led Domestic Trips

Approved the following revised policies:

- Policy on Grade Appeals
- Student Academic Misconduct Policy
- Tenure and Promotion Policies, Procedures, and Forms
  - Effective Date for Digital Dossier Submission Fall 2017
  - Subcommittee to be selected to create guidelines for Digital Dossier Submission

Approved the following proposals:

- BA/MA Fast track in English
- Nursing MSN TN eCampus Admission Criteria
- Nursing MSN TN eCampus Course Description
- Human Ecology Concentration Changes: Delete the Concentration of Food Nutrition and Dietetics with its two options and form two new concentrations:
  - Nutrition and Dietetics
  - Food Systems Administration (HEFA)
- Masters of Professional Studies Healthcare Informatics Certificate

Elected Barbara Jared as Chairperson of the Academic Council 2016-2017

**Administrative Council:** A motion was made by Dr. Ballal and seconded by Mr. Wilson to receive the report of the Administrative Council. The assembly unanimously received the following report from the Administrative Council for spring 2016, as reported by Dr. Jim Baier. Council met twice during the spring 2016 semester: January 27 and April 6. At each meeting, agenda and minutes of the previous meeting were approved. The following summarizes these meetings:

**January 27, 2016**

Approved Constitutions at TTU as follows:

- College of Arts and Sciences Student Ambassadors of TTU
- eSports Club of TTU
- Mentonation of TTU
- Self-Defense Club of TTU

Approved procedural revisions for the Intellectual Property Advisory Committee (IPAC)

Approved revised Intellectual Property Policy No. 732

**April 6, 2016**

Approved Constitutions at TTU as follows:

- ASHRAE Student Chapter of TTU
- Badminton Club of TTU
- Bangladeshi Student Association of TTU
- Dungeons & Dragons of TTU
- The Evergreen Society of TTU
- Exceptional Learning Student Organization at TTU
- MANRRS (Minorities in Agriculture, Natural Resources and Related Sciences) of TTU
- Collegiate Chapter of SAE International of TTU
- Young Americans for Liberty of TTU

Approved Human Resources policies as follows:

- Promotions, Demotions, and Transfers Policy No. 643
- Reduction in Force, Reorganization, and Elimination of Occupational Classifications Policy No. 649

Approved revised Human Resources policies as follows:

- Employee Grievance-Complaint Policy No. 652
- Position Reclassification Policy No. 659

Approved revised Student Disciplinary Policy No. 302

Approved revised Athletics policies as follows:

- Concussions Policy No. 952
- Sports and Athlete Agents Policy No. 965

Approved Athletics 2015-16 Annual Reports:

- Diversity Issues
- Gender Equity

Approved annual reports from committees reporting to the Administrative Council

Received report of the ad hoc Nominating Committee for Council chairman for 2016-17.

Re-elected Dr. Jim Baier as chairman.

**Information Technology Committee:** Following a motion by Dr. Ballal and being seconded by Mr. Wilson, the assembly unanimously received the annual report from the Information Technology Committee as reported by Dr. Saltsman. The committee met three times during the 2015-2016 academic year: September 17, November 19 and February 18. At each meeting, the agenda and minutes of the previous meeting were approved. The following summarizes these meetings:

### **September 17, 2015**

- The meeting was used to discuss the Personal Mobile Device Policy (BYOD), the policy as written was withdrawn by the CISO. The policy will be rewritten and discussed at the November ITC meeting.
- Dr. Siraj suggested that the information regarding the audit finding during the TBR ITS audit be shared with the committee.

### **November 19, 2015**

- Updates to the Revised Personal Mobile Device Policy (BYOD), as written by the CISO were presented.
- Dr. Bates proposed a subcommittee be formed to work with the CISO to craft a policy that would be acceptable to the community at large. The subcommittee members: Wiant, Bates, Zsigalov, Semmes, Allen, Schenk, Shelton, Chappell.
- The February 18, 2016 ITC meeting was set as the deadline for the updated policy being written by the subcommittee.

### **February 18, 2016**

- Updates regarding the Personal Mobile Device Policy (BYOD) were given by the CISO and Ken Wiant to the Faculty Senate during the February meeting.
- A progress check on the subcommittee that was formed for the Personal Mobile Device Policy (BYOD) was given. Due to adverse weather and the holidays the subcommittee was unable to meet to discuss this policy.
- A personal testimonial by the CISO about the process of “Self-Nuking” a phone and recovering function/data back to the phone was presented. Further consideration will be made in order to clarify these concerns and this policy.
- Dr. Bates stated at the next meeting the committee will be voting on a new Chair. He encouraged anyone with interest in serving as chair to email him.

**University Strategic Planning Assessment Committee:** A motion was made by Mr. Wilson and seconded by Dr. Camuti to receive the report of the University Strategic Planning and Assessment Committee. The assembly unanimously received the following report from the University Strategic Planning and Assessment Committee for 2015-2016, as reported by Dr. Stinson. The report follows as submitted:

The committee met once on **April 12, 2016**. Status reports were prepared for each Focus Area and posted to the strategic planning website. The reports can be viewed at:

[https://www.tntech.edu/assets/uploads/Minutes\\_7.29.15\\_8.12.15\\_of\\_Flight\\_Plan\\_Updated.pdf](https://www.tntech.edu/assets/uploads/Minutes_7.29.15_8.12.15_of_Flight_Plan_Updated.pdf) and  
[https://www.tntech.edu/assets/uploads/4283\\_001.pdf](https://www.tntech.edu/assets/uploads/4283_001.pdf)

Focus Area Co-Leaders met on October 19, 2015, to discuss reporting on each of the operational metrics. On November 9<sup>th</sup>, the Focus Area co-leaders met with the Flight Plan Project Executive Team, Faculty Advisory Group, Academic Deans as well as resource individuals to provide status reports. Resources were allocated to support initiatives identified in each of the four Focus Areas including funding additional faculty positions, providing funding for technology initiatives, and continued funding for infrastructure improvements.

During the current fiscal year, TTU undertook several major projects that provide support for accomplishment of the strategic actions identified in the Flight Plan. These projects include:

- Budget Model Re-design
- Cost of Education Model
- Parking Studies and Development of Zone Parking

The Budget Advisory Committee met on September 11, 2015, November 6, 2015, and December 4, 2015, to formulate suggestions for dealing with enrollment decline and a possible plan for going forward to share with the President. Meeting minutes may be found at:

<https://www.tntech.edu/president/committees/budget-advisory-committee>

The budget model re-design group and the cost of education group continue to meet as the target margins are decided and the new budget model is being run parallel with the current incremental model during fiscal year 2016. The cost of education model is nearing completion and will be used by the various colleges to inform decisions on existing programs and potential new programs.

A parking implementation team has been formed to make recommendation on how the campus should move forward with addressing zoned parking issues. An open forum regarding parking fees and zoned parking was held for the campus community on March 24, 2016.

### **Other Such Matters**

The original intent of the University Assembly is being reviewed by an ad hoc committee of the Academic Council. President Oldham reported that a review of archived assembly documents had been performed by the Administrative Council/University Assembly recording secretary as well. Discussion of the assembly's role relative to actions of the councils was one of the main reasons for the inquiry. Further examination of this matter will be researched by University Counsel Kae Carpenter.

Dr. Saltsman updated the University Assembly on the progress of State Bill 2376 that permits full-time employees of state public colleges or universities to carry a handgun while on property owned, operated, or used by the employing college or university if the employee has a valid Tennessee handgun carry permit. The bill has been passed by the State Senate and has been signed by both the Senate Speaker and the House Speaker as of April 22, 2016.

Dr. Ballal moved to adjourn. The motion was duly seconded. Meeting ADJOURNED at 4:05 p.m.

Submitted by Terri Taylor, Recorder