

**University Assembly
December 1, 2010
President's Conference Room**

Members Present: Alfred, Allen, Armistead, Ballal, R. Bell, Binkley, Bouch, Cowan, Dainty, Foster, Groundland, Hajdik, Harris, Hodum, Huddleston, Isbell, Jonakin, Jordan-Wagner, Laningham, Lee, Loutzenheiser, Mannle, Mielke, Ochsenein (sub. J. Steele), O'Connor, Pashley, Peach, Raper, Reese, Roberts, Semmes, A. Smith, M. Smith, Stephens, Stinson, Timmerman, M. Wilson, Young

Members Absent: Anthony, Bagley, Baier, Bates, L. Bell, Best, Bhegani, Burnett, Canfield, Cunningham, Darvennes, Elkins, Gatts, Gore, Green, Holder, James, Jordan, Larimore, Lyons, Macke, Marquis, Matson, McQuiston, Morgan, Murphy, Null, Ojo, Otuonye, Pardue, Sherrell, Walker, C. Wilson

Summary of Proceedings

Approved Agenda

Approved minutes of April 21, 2010

Confirmed approval of policy for Promotion of a Tenured Instructor to Tenured Assistant Professor

Confirmed approval of revised Agreement on Responsibilities (AOR)

Received report of Academic Council for fall 2010

Received report of Administrative Council for fall 2010

Proceedings

President Bell called the meeting to order at 3:30 p.m., and reviewed the meeting agenda. The agenda was approved as distributed by consensus.

Dr. Ballal moved approval of the minutes of April 21, 2010. Mr. Wilson seconded. Motion APPROVED.

Dr. Armistead addressed the policy for Promotion of a Tenured Instructor to Tenured Assistant Professor, previously approved by both the Academic Council and the Administrative Council. A vote of confirmation unanimously endorsed the policy approval.

Dr. Armistead presented the revised Agreement on Responsibilities, also previously approved by both Councils. A unanimous confirmation vote by the Assembly endorsed the approval.

Academic Council: The Assembly unanimously received the following report from the Academic Council for fall 2010 as reported by Council Chair Dr. Susan Laningham:

The Academic Council met three times during the fall semester. At each meeting, agendas and minutes of the previous meeting were approved.

On Wednesday, September 8, the Council

- 1) Heard a explanation by Provost Armistead regarding the guideline to be inserted in the Faculty Handbook that helps interpret the current university policy regarding the Granting of Unpaid Leaves of Absence
- 2) Suggested changes to the wording of the proposed policy for Promotion of a Tenured Instructor to a Tenured Assistant Professor
- 3) Heard a presentation by Dr. O'Connor on how changes in the TBR academic calendar have resulted in unequal class meetings

On Wednesday, October 6, the Council

- 1) Decided that the Academic Council should vote on the proposed policy for Promotion of a Tenured Instructor to a Tenured Assistant Professor and thus voted to approve a change in the language of the policy and forward it to Administrative Council for their approval
- 2) Approved revisions to the Agreement on Responsibilities, so that overload pay, in particular, will be better documented
- 3) Discussed recognition of a standing university committee known as the Research Council

On Wednesday, November 10, the Council

- 1) Heard from Debbie Combs regarding changes in Spring Commencement
- 2) Approved the Dual Degree Program between TTU and Hochschule Aachen (FH Aachen) in Germany
- 3) Approved the new Environmental and Sustainability Studies degree (Interdisciplinary Studies)

Administrative Council: The Assembly unanimously received the following report as presented by Administrative Council Chair Dr. Suellen Alfred:

Council met three times during the fall 2010 semester: September 8, October 13, and November 17. At each meeting, agenda and minutes of the previous meeting were approved. The following summarizes these meetings:

September 8, 2010

- Approved proposed policy for Promotion of a Tenured Instructor to Tenured Assistant Professor. The policy provides that upon completion of a terminal degree a tenured instructor may request consideration for promotion to the rank of assistant professor with tenure.
- Elected Dr. Suellen Alfred to serve as Chair of the Administrative Council.

- Discussed the Gubernatorial Debate to be held September 14, 2010; informational meetings regarding upcoming changes in employee insurance benefits; and People Admin—the new online job posting software.

October 13, 2010

- Approved revised policy for Promotion of a Tenured Instructor to a Tenured Assistant Professor. Revisions included changes in wording of the policy approved by the Administrative Council on September 8, 2010, with no substantive change of the policy.
- Approved Constitution of Tau Epsilon Chapter of Alpha Phi Omega at TTU, a fraternity with goals that include developing leadership, promoting friendship, providing service to humanity, and furthering the freedom of our national, educational and intellectual heritage.
- Approved Constitution for Cookeville Lions Club of TTU who wishes to provide an environment on campus promoting the pursuit of humanitarian and charitable agendas.
- Approved Constitution of the *Eagle Science* Web Journal Publication Association of TTU. This is a peer-reviewed online journal for publications about meaningful career development experiences.
- Approved TTU Flute Organization Constitution. This organization, also referred to as TTUFO, aims to promote and encourage flute education and performance.
- Deferred action on revised Constitution for National Society of Black Engineers at TTU due to questions and concerns. With no representative available to respond to questions, no action was taken by the Council. Mr. Boucher will work with the group to revise and clarify statements in the Constitution prior to resubmission to the Student Affairs Committee for approval. Following approval by that Committee, the Constitution will be submitted to the Council for action.

November 17, 2010

- Approved revised Agreement on Responsibilities as presented. The revised document requires that each unit more clearly define what constitutes a “normal work load” to provide guidance concerning overload hours and pay.
- Approved Constitution of the Puzzle Club of TTU which was formed by a group of students who desire to inform the campus about the sport of puzzling and offer students an opportunity to be a part of a puzzling competitive team.

University Assembly

Page 4, December 1, 2010

- Approved Constitution for All About Rescue and Fixin Inc. (AARF-TN Tech). This is an extension of AARF of the Upper Cumberland. The organization raises awareness of responsible pet care, spaying/neutering, and rescues pets in the area.
- Approved revisions to the Athletics Policies and Procedures Manual as presented. The NCAA mandated changes regarding concussion management plans, sickle cell testing, and compliance structure for TTU Athletics. Modifications to facilities usage policies were made due to the suspension of rifle and women's tennis.

Other Such Matters

The following informational items were briefly discussed with Assembly membership:

- The 2010 BlueCross Bowl of TSSAA High School Football Championships will be played on the TTU campus December 2-4. This is a great opportunity for Tech and the community, especially during the current difficult economic times. The University will play host to more than 34,000 visitors during this three-day event. Parking will be an issue for students, faculty and staff and will require the patience and help of everyone involved.
- The Candlelight Christmas Concert will be held in the Wattenbarger Auditorium of Bryan Fine Arts December 3-4. This annual event also brings a large number of prospective students to the campus.

Dr. Ballal moved to adjourn, and Professor Mielke seconded. The meeting ADJOURNED at 3:55 p.m.

Terri Taylor, Recorder

Documents on file with minutes:

Policy for Promotion of a Tenured Instructor to Tenured Assistant Professor
Revised Agreement on Responsibilities