

## **Administrative Council**

### **Tennessee Technological University**

#### **Minutes Administrative Council February 24, 1999**

##### Members Present

Sue Bailey	David Larimore
Paul Bonner	Leo McGee
Ed Boucher	Allan Mills
Evans Brown	Marilyn Musacchio
Whewon Cho	David Narrie
Jann Cupp	Michael Nivens
Penny Douglas	William Schrader
Dan Fesler	Jonathan Sprinkle
Dennis George	Noel Tolbert
Charles Hickman	Angelo Volpe
Mancil Johnson	Jason Wilds
	Dale Wilson

##### Members Absent

Karen Adams	Homer Kemp
S. K. Ballal	Regina Lee
Marc Burnett	Jeffrey Marquis
Mark Creter	Linda Maxwell
L. K. Crouch	Mary Beth Odom
Gregory Danner	Terry Rector
Paul Isbell	Paul Semmes

##### Others Present

Pat King, Resource Person  
Sue Pogue  
Margaret Phelps (representing Karen Adams) Jim Westmoreland  
Darla Wilhite (representing Terry Rector)

##### Summary of Proceedings

Approved the Agenda as Distributed.

Approved the Minutes of January 20, 1999 as Distributed.

Approved Submitted Annual Reports.

Approved Name Change for Computer Center.

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Approved Faculty or Administrative/Professional Staff Tuition  
Maintenance Fee  
Reimbursement Program with Friendly Amendment.

Approved Modification to Outside Employment Policy.

Proceedings

Approval of the Agenda

Dr. Narrie MOVED approval of the agenda with Dr. Schrader  
SECONDING. MOTION CARRIED.

Approval of the Minutes of January 20, 1999

Dr. Schrader MOVED approval of the minutes of January 20, 1999  
with Dr. Narrie SECONDING. MOTION CARRIED.

Approval of Submitted Annual Reports

Dr. Cho MOVED to accept the submitted annual reports with Dr.  
Narrie SECONDING. MOTION CARRIED. The annual reports accepted  
were: Chapter 606 Student Monies Allocation Committee, Faculty  
and Staff Traffic Appeals Committee, Student Affairs Committee,  
Public Media Committee, and University Recreation and Fitness  
Center Advisory Committee.

Name Change for Computer Center - Mr. Jim Westmoreland

Mr. Westmoreland said the Information Technology Committee  
approved a recommendation to change the name of the unit known as  
the "Computer Center" to "Information Technology Services". He  
said the name change would better reflect services conducted by  
the Computer Center staff. Dr. Tolbert MOVED approval of the

request with Mr. Sprinkle SECONDING. MOTION CARRIED. Dr. Schrader said he has no problem with the proposal but pointed out a few years ago the name Computer Resources Committee was changed to Information Technology Committee so they would not be the same as the Computer Center and now it is being proposed to change the name of the Computer Center to Information Technology Services.

Faculty or Administrative/Professional Staff Tuition Maintenance Fee Reimbursement Program - Dr. Leo McGee

It is recommended that for individuals who wish to attend other than a Tennessee public

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institution under the faculty/administrative/professional staff tuition maintenance fee reimbursement program, Tennessee Technological University will pay a credit hour amount equal to the credit hour amount required to attend Tennessee Technological University. Additionally, per Tennessee Board of Regents Guideline P-130, this program is subject to funds being budgeted and available within the institution. It is also recommended that this procedure be effective upon approval by the Administrative Council. Employees currently enrolled in this program will be grand fathered under the previous procedure until they finish their current program. It is also recommended that the approval process for this program be expanded to include routing through normal University channels; i.e., Director, Chairperson, Dean, Vice President for Academic Affairs, President. In the past, employees could send requests directly to the President without their supervisors' knowledge. Dr. Cho MOVED approval of the proposal with Mr. Sprinkle SECONDING. Dr. Schrader suggested a friendly amendment in the chain of command in the last paragraph to change i.e. to e.g. The friendly amendment was accepted and MOTION CARRIED.

Outside Employment Policy - Dr. Leo McGee

Dr. McGee said the Provost and Vice President for Academic Affairs in consultation with the Deans Council recommends a modification of the Outside Employment Policy. It is recommended that records on professionally-related outside employment be reported annually rather than quarterly. Mr. Sprinkle MOVED approval with Dr. Bonner SECONDING. MOTION CARRIED.

## Such Other Matters

The Chairperson said it is time to elect a chairperson for the Administrative Council for the 1999-2000 year. The Nominating Committee to recommend a chairperson will be: Dr. Whewon Cho, Chair; Dr. Paul Semmes, Professor Mancil Johnson, Professor Allan Mills, and Dr. Jeffrey Marquis.

The Chairperson said a recommendation was received by President Volpe from the Buildings and Grounds Committee concerning approval to place a steel teaching frame in a low-traffic area at the north, rear side of Prescott Hall for the Civil and Environmental Engineering Department. Since a donor would be furnishing the teaching frame and needed a quick response, Dr. Volpe approved the request.

Dr. Sue Bailey said she, Mr. Ken Hunter, and Dr. Dan Fesler met with Chancellor Smith to discuss input into the presidential search at Tennessee Tech. She said the Chancellor was very receptive to staff, faculty, administration, and students having input into the selection process. She said the Chancellor is looking at interviewing candidates as early as the end of fall semester, 1999.

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Dr. Brown said the External Review Committee was with the College of Education the week of February 8. For TBR review were the graduate program in Health and Physical Education and the undergraduate and graduate programs in the Department of School Services Personnel and Psychology. Also for review were the Departments of Physics and Geology in the College of Arts and Sciences.

A question was asked if there is a reason Administrative Council meets at 3:00 p.m. or could it meet at 3:30 p.m. The Chairman said this could be discussed with the chairperson and brought before the Council next year.

The meeting adjourned at 3:35 p.m.

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Patricia King, Resource Person