

Administrative Council
September 10, 2008
President's Conference Room

Members Present:

Mohamed Abdelrahman	Susan Elkins	Mike Nivens
Suellen Alfred	Mark Groundland	Joseph Ojo
Deborah Allen	Josh Hauser	Randy Raper
Daniel Badoe	Bobby Hodum (sub. V. Palmer)	Rita Reese
S.K. Ballal	David Horton	Andrew Smith
Bob Bell	David Huddleston	Matthew Smith
Jessica Brumett	Regina Lee	Mark Stephens
Marc Burnett	Charlie Macke	Claire Stinson
Erin Chambers	Jack Matson	Tom Timmerman
Mike Cowan	Linda Maxwell	Mark Wilson
Helen Dainty	Nancy Mielke	Lisa Zagumny

Members Absent:

Jim Baier	Sheila Green
Joe Biernacki	Glenn James
Daniel Brewington	Donna Long
Chris Brown	Jeffrey Marquis
Cathy Cunningham	

Others Present:

Matthew Gann	Gay Shepherd
Monica Greppin	Barry Stein
Mark Hutchins	

Summary of Proceedings:

Approved agenda

Approved minutes of April 2, 2008, as distributed

Approved Web Guidelines Policy

Approved proposed revisions to Academic Credentials Policy

Approved revisions to University Planning Committee Procedures

Discussed faculty, staff, and student parking

Proceedings:

A motion to approve the agenda of September 10, 2008, as distributed was made by Mr.

Wilson and seconded by Mr. Burnett. Motion APPROVED.

Mr. Wilson moved to approve the minutes of April 2, 2008, and Dr. Stinson seconded. Motion APPROVED.

A motion to approve the Web Guidelines Policy was made by Professor Lee and seconded by Mr. Wilson. Matthew Gann gave a presentation on Tennessee Tech's current website standards and policies. The new website will launch fall of 2009 with updated browser technology, improved security features and standards, and will be geared toward current and potential students. Following discussion, the consensus of the Council was that an appeals process should be added, a maximum date for webpage approval be included, and that grammatical corrections be made in the policies. The motion was APPROVED pending these additions and corrections.

A motion to approve the proposed revisions to the Academic Credentials Policy was made by Dr. Ballal and seconded by Mr. Wilson. Motion APPROVED.

A motion to approve the proposed revisions to the University Planning Committee Procedures was made by Dr. Stinson and seconded by Mr. Wilson. Motion APPROVED.

Professor Lee reported on the parking questions and concerns discussed at the recent meeting of the Faculty Senate that included questions relative to the recent cost increase for a parking permit. Dr. Stinson provided information relative to the process for submitting yearly fees to the TBR for approval at the June board meeting. Fee proposals are discussed at Deans Council and also at EAC prior to submission to the TBR. Chief Shepherd reported that TTU's parking fee is still the lowest in the region even with the recent increase. The Buildings and Grounds Committee is reviewing the requirements for retiree permits and also motorcycle permits, and recommendations are forthcoming to the Council on those matters. President Bell concluded the discussion by stating that the parking situation is being worked on and will improve over the next year or two.

A motion to adjourn was made by Dr. Ballal and seconded by Mr. Wilson. The meeting ADJOURNED at 4:35 p.m.

Terri Taylor, Recorder

Documents on file with minutes:

- Web Guidelines Policy Power Point Presentation
- Web Guidelines Policy
- Academic Credentials Policy
- University Planning Committee Procedures