

# University Assembly

November 29, 2017

## President's Conference Room

**Members Present:** Adduci, Airhart, Ballou, Baker, Bates, Bryant, Brachey, Butler, C. Brown, Callender, Chambers, Darvennes, Duke, Elsayy, Gotcher, Foster, Gaetjens, Gash, Gotcher, Groundland, Hellman, Henry, Hinton, S. Hurley, Idem, Kassera, Keeton, Larimore, R. Lee, Manginelli, Michael, Mills, Motevalli, Null, O'Connor, Ojo, Shank, Sisk, T. Smith, Smith-Andrews, Soni, Stretz, M. Wilson, J. Young

**Members Absent:** Anitsal, Ballal, Beach, Boles, Burnett, Doubet, Edwards, Frye, Geist, Hoy, Liu, Jared, Killman, Long, Macke, R. Martin, Maxwell, C. Miller, T. Nelson, Payne, Ramsey, Rand, Roberts, Self-Mullens, Sells, Semmes, Shipley, Wendt, P. Wilson,

**Non-Voting Members Present:** Braswell, James, Oldham (presiding), Stephens

### Summary of Proceedings

Approved agenda

Approved minutes of April 19, 2017

Received Information Technology policy:

    Data Security and Handling Policy No. 856

Received report of the Academic Council for fall 2017

Received report of the Administrative Council for fall 2017

### Proceedings

President Oldham called the meeting to order at 3:35 p.m. and directed the Assembly to the meeting agenda. Mr. Mark Wilson moved approval of the agenda, and Dr. Holly Mills seconded. Motion APPROVED.

A motion to approve the minutes of April 19, 2017, as distributed, was made by Mr. Wilson and seconded by Dr. Mills. Motion APPROVED.

ITS Policy Review: Deb Zsigalov took the floor to discuss revisions to Data Security and Handling Policy No. 856 which had previously been approved out-of-cycle.

\*\*\*\*\*

**Academic Council:** A motion was made by Ms. Regina Lee and seconded by Dr. Sandra Smith-Andrews to accept the report of the Academic Council. Motion APPROVED to unanimously accept the following report from the Academic Council for fall 2017, as reported by Chairman Dr. Linda Null.

The Academic Council met twice during the Fall 2017 semester, October 11 and November 15

### October 11, 2017

Approved Revisions to Policy 735 Conflict of Interest in Research

Approved Revisions to Policy 224 Academic Actions Notification

Approved Revisions to the Academic Council Procedures

**November 15, 2017**

Approved the termination of the Ed.S. Concentration in Agency Counseling  
Approved a new Ed.S. Concentration in Mental Health Counseling  
Approved a new program name for Educational Psychology and Counselor Education. The new name is Counseling and Psychology  
Approved the termination of the BS Concentration in Special Education, Modified Program  
Approved the termination of the BS Concentration in Multidiscipline Studies, Middle School  
Approved a new concentration in ECE, Vehicle Engineering  
Approved a new concentration in ME, Vehicle Engineering  
Approved two title changes in MET (mechatronics engineering technology) so that the term “Emphasis I” is changed to Concentration I: Mechatronics Engineering Technology; the term “Emphasis II” is changed to Concentration II: Engineering Technology Management  
Approved four new graduate certificates in the MPS (Master’s of Professional Studies) program: Human Resources Leadership, Strategic Leadership, Training and Development, and Public Safety  
Approved the online delivery of Professional Science Master’s with a concentration in Environmental Informatics degree program  
Approved three new concentrations in the Environmental Sciences Ph.D. program: Concentration in Agriculture, Concentration in Geosciences, and Concentration in Integrated Research  
Approved revisions to Policy 225 New Academic Programs  
Approved revision to Policy 274 Graduate Assistantships  
Approved Policy 780 Misconduct in Research  
Reviewed revisions to University Research Advisory Committee Procedures

\*\*\*\*\*

**Administrative Council:** A motion was made by Mr. Wilson and seconded by Dr. Mills to accept the report of the Administrative Council. Motion APPROVED to unanimously accept the report from the Administrative Council for fall 2017, as presented by Chairman Dr. Cara Sisk.

The Council met twice during the fall 2017 semester: October 11 and November 15. At each meeting, the agenda and minutes from previous meeting were approved. The following summarizes these meetings:

**October 11, 2017**

Approved Constitution for Delight of TTU  
Approved Constitution for National Association of the Advancement of Colored People of TTU  
Approved Constitution for National Organization for Business and Engineering of TTU  
Approved Constitution for The Running Club of TTU  
Approved Constitution of Students for the Free Expression of Ideas of TTU  
Approved Constitution for Tau Alpha Pi of TTU  
Approved Student Affairs policies:  
    Prohibition on Use of Tobacco and Electronic Nicotine Delivery Systems Policy No. 171  
    Alcohol and Drugs Policy No. 172  
    Reporting Students as Missing Persons Policy No. 418  
    Employment of Campus Law Enforcement Personnel and Security Policy No. 430  
Approved Expenditures on Tennessee Tech Owned Property Walton House Policy No. 563.1  
Deferred action on Research policies to next Council meeting  
Approved revision to Administrative Council procedures (addition of two faculty reps from College of Fine Arts)

**November 15, 2017**

Approved Research-related policies:

- Institutional Review Board for the Protection of Human Subjects (IRB) Policy No. 730
- Intellectual Property Policy No. 732
- Conflict of Interest in Research Policy No. 735
- Animal Care and Use Policy No. 740
- Responsible Conduct of Research Policy No. 750
- Export Controls Policy No. 760
- Whistleblower Protection in Research Policy No. 770

Approved Misconduct in Research Policy No. 780 with contingency of approval by Academic Council  
Deferred action on Record Retention and Disposition Policy No. 113

Approved Policy on Library Inventory Policy No. 231

Approved Planning and Finance policies:

- Deposit and Investment of Funds Policy No. 521
- Expenditures on Tennessee Tech-Owned Properties Policy No. 563
- Contracts and Agreements Policy No. 570
- Methods and Processes of Procurement Policy No. 571

Approved Human Resources policies:

- Additional Compensation for Administrative Employees Policy No. 639
- Reduction in Force, Reorganization, and Elimination of Occupational Classifications Policy No. 649

Approved to rescind the following policies:

- Human Resources Emergency Procedures Policy No. 690
- Leave Transfer Between the State University and Community College System and State Agencies Policy No. 623
- Purchases from Contracts of Other Entities Policy No. 575
- Emailed or Faxed Transactions Policy No. 576

Approved Advancement Information Systems and Resources Policy No. 1003

Approved revised Non-Instructional Faculty Assignment Committee Procedures

Approved revised Information Technology Committee (ITC) Procedures

**Other Such Matters**

President Oldham updated the Assembly on a recent THEC meeting where an increase in funding for TTU has been recommended to the Governor. Dr. Oldham congratulated the group because a portion of the increase is due to performance improvement. Mr. Wilson reminded the group that the Blue Cross Bowl would soon be on campus and, although parking would be difficult, the event was a good opportunity to expose others to campus. Dr. Oldham agreed stating that with 18 high schools participating it was a good opportunity for prospective students.

Mr. Wilson moved to adjourn. The motion was duly seconded by Mr. Jack Butler. Meeting  
ADJOURNED at 4:00 p.m.

Submitted by Diane Smith, Recorder

Documents on file with minutes:

- Data Security and Handling Policy No. 856
- Report of the Academic Council for fall 2017
- Report of the Administrative Council for fall 2017