

3.2.8

Governance and Administration: Qualified administrative/academic officers

The institution has qualified administrative and academic officers with the experience and competence to lead the institution.

Judgment

Compliance Partial Compliance Non-Compliance Not Applicable

Narrative

All Tennessee Technological University (TTU) administrative and academic officers are qualified for the positions they hold. They have the experience, competence, and capabilities to lead the institution.

Administrative and Academic Officers' Qualifications

The University Provost and three vice presidents manage academics, student affairs, financial affairs, and research and economic development. Each of them has broad professional experience and extensive experience in higher education. The TTU Organizational Chart shows the University administration and reporting structure [1].

Employment of a qualified institutional executive officer is the duty of the Tennessee Board of Regents (TBR) [2]. All academic and administrative officers at TTU meet the qualifications specific to their responsibilities. Procedures for determining required qualification for faculty and administrative positions, except that for the President, are outlined in the TTU Human Resources Policies and Procedures [3] [4]. The University's procedures for the search, employment, and retention of qualified administrative and academic officers are defined by the employment, promotion, and evaluation policies of the University. The annual evaluation of all administrative and academic officers ensures that they continue to provide the leadership necessary to administer their units and colleges [5] [6] [7]. TBR policy delineates administrative and academic officers whose appointments require the approval of the President and Chancellor [8].











Job descriptions that specify required qualifications for all administrative and academic officers are on file with the TTU Human Resources office. The curriculum vitae of each administrator, which demonstrates appropriate credentials for his or her respective job description, can be also found at the TTU Human Resources office. A list of current senior administrative officers, including information pertaining to their responsibilities, can be found at the TTU Senior Administration website [9].

The attached CS 3.2.8 table lists the details of the title, primary responsibilities, and educational and experiential qualifications of TTU administrative and academic officers [10]. The curriculum vitae of each officer and job description (i.e., Job Analysis Questionnaire (JAQ)) for each position are also attached in the table. A review of Table CS 3.2.8 clearly indicates that TTU has talented and experienced chief administrative and academic officers who are well qualified to lead the University and its various colleges.

Conclusion

TTU's policies and procedures for hiring and evaluating administrative officers are designed to ensure the qualifications and competence of administrative and academic officers. Through the qualifications of the administrative leaders presented in Table 3.2.8, TTU is in compliance with Comprehensive Standard 3.2.8.

Sources

-  [01] TTU Organizational Chart_1_2015
-  [02] Selection and Retention of Presidents
-  [03] Employment Procedures Rev_A_12012011
-  [04] Policies_and_Procedures
-  [05] Faculty Evaluation of Administrators
-  [06] Human Resources Policies and Procedures
-  [07] Evaluation Form Administrative
-  [08] TBR Policy on Administrative and Academic Officers
-  [09] Senior Administration
-  [10] Table 3.2.8 Qualified Administrative Academic Officers