

MINUTES OF THE ACADEMIC COUNCIL
TENNESSEE TECH UNIVERSITY
October 10, 2007

The Academic Council met at 3:30 p.m. on Wednesday, October 10, 2007, in the Deans' Conference Room of Derryberry Hall with Christine Miller, Chairperson, presiding.

The following members of the Council were present:

Dr. Pat Bagley	Dr. Sharon Huo
Dr. Paul Semmes	Dr. Don Visco
Dr. Larry Peach	Mrs. Susan Clark
Dr. Curtis Armstrong	Dr. Gretta Stanger
Dr. Winston Walden	Dr. Corinne Darvennes
Ms. Jerri Winningham	Dr. Kari Rajan
Dr. Roy Loutzenheiser	Dr. Linda Null
Ms. Whitney Tayes	Mr. Ray Jordan
Dr. Jeff Roberts	Dr. Brian O'Connor
Dr. Steve Isbell	Dr. Christine Miller
Dr. John Harris	Dr. David Larimore
Dr. Darrell Hoy	Dr. Jack Armistead

Dr. Curtis Armstrong attended for Dr. Bob Wood and Ms. Jerri Winningham attended for Dr. Bobby Hodum. Others attending the meeting were Ms. Denise Hensley and Ms. Yvonne Gribble. The following members of the Council were absent:

Dr. Susan Elkins	Dr. Jim Baier
Ms. Amy Blaylock	Dr. Cathy Cunningham
Mr. Dan Gager	Dr. Susan Laningham
Mr. Mitchell Davis	Dr. Pat Jordan
Dr. Bob Wood	Dr. Bobby Hodum

SUMMARY OF PROCEEDINGS

Approved the agenda.
Approved the minutes of the September 12, 2007 meeting.
Approved revisions to the Academic Council Procedures.
Approved process for evaluating transfer transcripts and requests for substitutions and exceptions.
Approved changes to Instructional Improvement and Faculty Development Committee Procedures.
Approved revisions to the Agreement on Responsibilities.
Approved overload teaching policy interpretation.
Discussed selection guidelines for Distinguished Faculty Fellowships.
Approved tabling item on grading scales until the SGA asks for it to be considered.
Tabled discussion on the role of unspecified persons in a grade appeal meeting.

PROCEEDINGS

Approval of Agenda

Dr. Stanger MOVED approval of the agenda and Dr. Larimore SECONDED the motion. The agenda was APPROVED.

Approval of the Minutes of the September 12, 2007 Meeting

Dr. Larimore MOVED approval of the minutes, and Dr. Loutzenheiser SECONDED the motion. Corrections to the minutes noted were: Dr. Pat Bagley was present at the meeting and several misspellings of names and words. The minutes were APPROVED as corrected.

Revisions to the Academic Council Procedures

Dr. Semmes MOVED approval of the revisions, and Dr. Loutzenheiser SECONDED the motion. After a brief discussion, the revisions were APPROVED with this year being a transition period. Revisions will be submitted to the Administrative Council for their approval. (see attachment)

Proposed Process for Evaluating Transfer Transcripts and Requests for Substitutions and Exceptions

Discussion revealed that under item #4, the Admissions and Credits Committee should be added to the list of those who are consulted; and that the word college should be changed to college or school. Dr. Loutzenheiser MOVED approval of this process, and Dr. Stanger SECONDED. Dr. Armistead stated that the forms have not been completely updated pending the Council's approval. The process, with noted changes, was APPROVED. The revised forms will be presented to the Council at the next meeting. (see attachment)

Changes to Instructional Improvement and Faculty Development Committee Procedures

Dr. Semmes MOVED approval of the changes, and Dr. Darvennes SECONDED the motion. The changes were APPROVED. (see attachment)

Revisions to the Agreement on Responsibilities

Dr. Armistead explained that when the Agreement on Responsibilities was changed last year to coincide with the faculty evaluations, this left faculty without an agreement for Fall semester. Also, new faculty starting Fall 2007 would not have an agreement until January 2008. The second change is regarding outside consulting/employment, which has not been directly reported in the past. This item will be covered every year when the agreement is completed. Dr. Harris MOVED approval of the revisions, and Dr. Darvennes SECONDED the motion. The revisions were APPROVED as submitted. (See noted additions to the attached form.)

Overload Teaching Policy Interpretation

Dr. Armistead stated that the personnel policy on Outside Employment Extra Compensation was vague on how many courses faculty could teach as overload. The attached sheet is just an interpretation of that policy. Dr. Hoy MOVED approval of this interpretation, and Dr. Stanger SECONDED the motion. The interpretation was APPROVED.

Selection Guidelines for Distinguished Faculty Fellowships

Dr. Armistead stated that this is an initiative of Dr. Bell's. The criteria will be established and brought back to the Council. There was discussion on the time frame, if the number of years should be changed from three to five, and if the dollar amount could be changed. Dr. Armistead stated that he would discuss these issues with Dr. Bell. All agreed that it was a good incentive for faculty and that it is always a good idea to reward faculty. Dr. O'Connor MOVED to table the item until the next meeting, and Dr. Hoy SECONDED the motion. The motion to table was APPROVED.

Grading Scales

Dr. Miller referenced the data regarding the grading scales that was provided by Dr. Wood and his students. It was brought to the Council's attention that the data shows UT-K as having a plus/minus system when in fact they have a plus only system. The question was if some of the other plus/minus listings could actually be plus only. Whitney Tayes, SGA representative, stated that Nicole Bostick did bring this matter to the SGA and that the over all consensus was that the traditional system was acceptable. Traditional means no plus or minus, which is the system TTU currently has. Dr. Hoy MOVED to table this item until a time when and if the SGA wishes it to be considered, and Dr. Loutzenheiser SECONDED the motion. The motion to table was APPROVED.

Such Other Matters

Dr. Null presented the sub-committee's findings on the issue of the role of unspecified persons in a grade appeal meeting. Their conclusion was that "*no unspecified person shall be present except when a disability of the student affects the meeting.*" After much discussion and questions regarding the legality of the statement, Dr. Hoy MOVED to table the issue until the next meeting, and Dr. Rajan SECONDED the motion. The motion to table was APPROVED.

The meeting was adjourned at 4:50pm.

Patricia McKenzie, Recorder

Approved 11/14/07