MINUTES OF THE ACADEMIC COUNCIL
TENNESSEE TECH UNIVERSITY
November 13, 2019

The Academic Council met at 3:35 p.m. on Wednesday, November 13, 2019 in Derryberry Hall Deans' Conference Room with Dr. Linda Null, Chairperson, presiding.

The following members of the council were present:

Dr. Thomas Payne
Dr. Doug Bates
Dr. Joseph Slater
Dr. Paul Semmes
Dr. Jennifer Shank
Dr. Mike Gotcher
Dr. Lisa Zagumny
Dr. Darron Smith
Dr. Douglas Airhart
Dr. Lee Ann Shipley
Dr. Mark Melichar
Dr. Troy Brachey
Dr. Ada Haynes for Dr. Lori Maxwell
Dr. Christine Miller
Dr. Zac Wilcox
Dr. Holly Stretz
Prof. Kim Winkle
Dr. Jeremy Blair
Dr. Christy Killman
Dr. Yun Ding
Dr. Barbara Jared
Dr. Matt Langford
Dr. Linda Null
Dr. Brian O'Connor
Dr. David Larimore
Mr. David Hajdik
Dr. Chris Brown
Dr. Jeff Roberts for Dr. Susan Laningham
Mr. Zach Brown
Ms. Courtney Fowler
Mr. Craig Harrison
Ms. Alexis Harvey for Ms. Nia Buntin

Others present were: Provost Lori Bruce, Dr. Sharon Huo, Dr. Mark Stephens, and Dr. Brandon Johnson. Guests included Dr. Steve Frye, Ms. Amy Hill, Dr. Francis Otuonye, Dr. Wendy Mullen, and Kate Nicewicz.

The following members of the council were absent:
Dr. Barry Stein

SUMMARY OF PROCEEDINGS
Approval of the Agenda
Approval of Minutes from October 9, 2019 Meeting
Tenure Cover Sheet and Narrative
Policy 204 (Faculty Appointments), Sharon Huo
Policy 225 (New Academic Programs), Sharon Huo
Policy 264 (Grades, Grading and Examinations), Sharon Huo
Policy 710 (Sale of Services), Francis Otuonye
Policy 720 (Principal/Co-Investigator and Senior Personnel Roles and Responsibilities), Francis Otuonye
Policy 721 (Subawards and Subrecipient Monitoring), Francis Otuonye
Motion to Approve Policies 722-726 Together
    Policy 722 (Cost Principles for Sponsored Projects), Francis Otuonye
    Policy 723 (Cost Sharing), Francis Otuonye

Policy 724 (Charging of Clerical and Administrative Costs on Grants and Contracts), Francis Otuonye
Policy 725 (Project Closeout), Francis Otuonye
Policy 726 (Program Income), Francis Otuonye

LON – Bachelor of Science in Fine Arts, Jennifer Shank
College of Business, Amend MBA Degree Requirements ("C" repeat changed), Kate Nicewicz
College of Business, Change FastTrack offering in COBA, Kate Nicewicz
College of Business, Change GMAT/GRE waivers for MBA, Kate Nicewicz
Electrical & Computer Engineering, ECE department course change and M.S. with non-thesis option degree requirements, Holly Stretz
College of Business, Graduate Certificate Proposal for Banking and Financial Services, Kate Nicewicz
College of Business, Graduate Certificate Proposal for Cyber Management and Analytics, Kate Nicewicz

PROCEEDINGS

Approval of the Agenda

Mr. Zach Brown MOVED approval and Dr. Lisa Zagumny SECONDED. APPROVED unanimously.

Approval of Minutes from October 9, 2019 Meeting

Mr. Zach Brown MOVED approval and Dr. Lisa Zagumny SECONDED. APPROVED unanimously

Tenure Cover Sheet and Narrative (Informational Only)

The committee discussed the cover sheet and narrative, and the qualitative vs. quantitative nature of the data on IDEA evaluations. Ms. Fowler stated that it is important to include student feedback. After further discussion, the committee stated that they would continue working on the cover sheet and present it again in Spring 2020.

Policy 204 (Faculty Appointments)

Dr. Stephens stated that the changes made provided clarification between instructor and lecturer. This will allow the department to shift from temporary one-year Instructor appointments, to more permanent (3-5 year) Lecturer appointment; offering more permanency to positions when needed. Dr. Darron Smith MOVED approval and Dr. Lisa Zagumny SECONDED. APPROVED unanimously.

Policy 225 (New Academic Programs)

Dr. Huo stated that THEC revised their policy on NAPP. The changes made to the Tennessee Tech policy reflect the changes made to the THEC policy. Dr. Darron Smith MOVED approval and Dr. Holly Stretz SECONDED. APPROVED unanimously.

Policy 264 (Grades, Grading and Examinations)

Dr. Huo stated that the policy was revised to include reference to the already existing "I" form. Request to repeat a course of "B" or better form was revised to include the Chair to approve the form instead of the Vice President and Provost. Dr. Barbara Jared MOVED approval and Dr. Tom Payne SECONDED. APPROVED unanimously.

Policy 710 (Sale of Services)
Dr. Otuonye stated that the purpose of this policy is to establish policy consistent with operational practices for all units to external constituents, in compliance with federal and state guidelines. After much discussion, Dr. Otuonye stated that when we provide services to outside the university, there must be a fee structure. Without a fee structure we would be operating as a for-profit and would therefore be out of compliance. Dr. Barbara Jared MOVED approval and Dr. Tom Payne SECONDED. APPROVED unanimously.

Policy 720 (Principal/Co-Investigator and Senior Personnel Roles and Responsibilities)
Dr. Otuonye stated that the purpose of this policy is to set forth Tennessee Tech's requirements for designating persons as Principal Investigator (PI), Co-Principal Investigator (Co-PI), and Senior Personnel on externally sponsored projects, as well as their roles and responsibilities, and the procedures for removing them from that role, if necessary. Dr. Darron Smith MOVED approval and Mr. Zach Brown SECONDED. APPROVED unanimously.

Policy 721 (Subawards and Subrecipient Monitoring)

Dr. Otuonye stated that the purpose of this policy is to ensure that entities who perform a substantive portion of a sponsored award on behalf of Tennessee Tech comply with the applicable laws, policies, and regulations of the funding agency, the State, and the University. Tennessee Tech may issue a subaward to a subrecipient for the purpose of performing that portion of the project in accordance with the sponsored award prime agreement. Dr. Douglas Airhart MOVED approval and Dr. Lisa Zagumny SECONDED. APPROVED unanimously.

Motion to Approve Policies 722-726 Together
Dr. Holly Stretz MOVED to approve policies 722, 723, 724, 725, and 726 together as presented. Dr. Mike Gotcher SECONDED. APPROVED unanimously.

LON – Bachelor of Science in Fine Arts
After minimal discussion, Dr. Holly Stretz MOVED approval and Dr. Zagumny SECONDED. APPROVED unanimously.

College of Business, Amend MBA Degree Requirements ("C" repeat changed)
After minimal discussion, Dr. Darron Smith MOVED approval and Mr. Zach Brown SECONDED. APPROVED unanimously.

College of Business, Change FastTrack offering in COBA
After minimal discussion, Dr. Darron Smith MOVED approval and Mr. Zach Brown SECONDED. APPROVED unanimously.

College of Business, Change GMAT/GRE waivers for MBA
After minimal discussion, Dr. Barbara Jared MOVED approval and Dr. Zagumny SECONDED. APPROVED unanimously.

Electrical & Computer Engineering, ECE department course change and M.S. with non-thesis option degree requirements
After minimal discussion, Dr. Darron Smith MOVED approval and Mr. Zach Brown SECONDED. APPROVED unanimously.

College of Business, Graduate Certificate Proposal for Banking and Financial Services

After minimal discussion, Mr. Zach Brown MOVED approval and Dr. Joe Slater SECONDED. APPROVED unanimously.

College of Business, Graduate Certificate Proposal for Cyber Management and Analytics
After minimal discussion, Mr. Zach Brown MOVED approval and Dr. Joe Slater SECONDED. APPROVED unanimously.

Such Other Matters

Meeting adjourned at 5:23 p.m.

APPROVED February 5, 2020

Elizabeth Sofia, Recorder

Documents on file with the minutes:
All documents presented at the meeting