

MINUTES OF THE ACADEMIC COUNCIL  
TENNESSEE TECH UNIVERSITY  
January 28, 2015

The Academic Council met at 3:35pm on Wednesday, January 28, 2015 in Derryberry Hall Room 200 with Dr. Steve Isbell, Chairperson, presiding.

The following members of the Council were present:

Dr. Roy Loutzenheiser	Prof. Barbara Jared
Dr. Paul Semmes	Prof. Sue Piras
Dr. Thomas Payne	Dr. Brian O'Connor
Dr. Jordana Navarro	Dr. David Larimore
Dr. Elizabeth Propes	Dr. Jim Raymondo
Dr. Ismet Anitsal	Dr. Lee Ann Shipley
Dr. Steve Isbell	Dr. Corinne Darvennes
Dr. Martha Howard	Dr. Linda Null
Dr. Michael Phillips	Dr. Wali Kharif

Others present were Ms. Denise Burgess. The following members were absent:

Dr. Bobby Hodum	Dr. Doug Talbert
Dr. Jennifer Shank	Dr. Tammy Boles
Dr. Melissa Geist	Dr. Daniel Badoe
Dr. Liz Mullens	Mr. William Gabelman
Dr. Doug Bates	Mr. Daniel Tribble
Dr. Janice Branson	Ms. Kaitlin Townsend
Dr. Charles Carnal	Mr. Daniel Williamson
Dr. Janet Isbell	

#### SUMMARY OF PROCEEDINGS

Approved the agenda  
Approved the minutes of the November 12, 2014 meeting  
Received information on name changes for two concentrations in Education  
Approved revision to the outstanding faculty awards committee policy  
Approved revisions to the agreement on responsibilities  
Approved undergraduate admission requirements policy  
Approved undergraduate academic fresh start policy  
Approved class attendance policy  
Approved readmission after academic suspension policy  
Approved articulation with proprietary schools policy  
Discussed processing requests for graduation

#### PROCEEDINGS

##### Approval of the Agenda

Dr. Darvennes MOVED approval of the agenda and Dr. Larimore SECONDED. The agenda was APPROVED unanimously.

### Approval of the Minutes of the November 12, 2014 Meeting

Dr. Darvennes MOVED approval of the minutes and Dr. Larimore SECONDED. The minutes were APPROVED unanimously.

### Name Change for Two Concentrations in Education

Dr. Martha Howard spoke in the absence of Dr. Jeremy Wendt. The Special Education-SE Interventionist K-5 degree concentration was changed to Special Education-SE Interventionist K-8 due to changes in the State Department of Education associated state licensure area and the respective licensure exam. The B.S. program in *Child and Family Studies* with concentration in Early Childhood/Special Education, PreK-3 was changed to B.S. program in *Early Childhood Education* with concentration in Early Childhood/Special Education, PreK-3 because the current College of Education degree program is very similar to the Human Ecology degree and creates confusion for the individual programs. The program name change will enable the faculty/department to explore innovative new program opportunities related specifically to the field of early childhood education. Mostly it aligns to the associated state licensure area and respective licensure exam.

### Approval of Revision to the Outstanding Faculty Awards Committee Policy

Dr. Huo spoke in the absence of Dr. Stephens. The only thing changed in the policy is Item #12 that states the presentation of the award will be made at a Faculty Awards Recognition Reception prior to Spring Commencement Ceremonies instead of previously being presented at Spring Commencement. Dr. Darvennes MOVED approval and Dr. Anitsal SECONDED. The revision was APPROVED unanimously.

### Approval of Revisions to the Agreement on Responsibilities

Dr. Huo stated that the Agreement on Responsibilities was revised to meet SACSCOC requirements of reporting data and to clearly define on campus, off-campus and online teaching, and overload compensation. Dr. Darvennes MOVED approval and Dr. Kharif SECONDED. After some questions and clarifications, the revisions were APPROVED unanimously.

### Approval of Policies

- a. Undergraduate Admission Requirements – Dr. Hodum presented the policy that says TTU will follow TBR policy for the admission of domestic and international undergraduate students and will post the information on the appropriate websites. Dr. Darvennes MOVED approval and Dr. Larimore SECONDED. The policy was APPROVED unanimously.
- b. Undergraduate Academic Fresh Start – Dr. Hodum stated that TBR changed the policy on fresh start, which was a significant change. Dr. Darvennes MOVED approval and Dr. Larimore SECONDED. After questions and discussion, the policy was APPROVED unanimously. The policy will become effective when approved by all the appropriate areas.
- c. Class Attendance – Dr. Hodum stated that Item G is the only thing new to the policy which applies to the military students. Dr. Darvennes MOVED approval and Dr. Larimore SECONDED. The policy was APPROVED unanimously.
- d. Readmission After Academic Suspension – Dr. Hodum stated this is exactly what TTU is doing now. The policy makes it clear and will be part of Policy Central and not just posted in

the catalog. Dr. Darvennes MOVED approval and Dr. Propes SECONDED. The policy was APPROVED unanimously.

- e. Articulation with Proprietary Schools – Dr. Hodum stated this is a TBR policy and TTU is explaining the policy. Exceptions will be determined by TBR. The information is on the TN Transfer Pathways website and will be linked to the Admissions Office website. Dr. Darvennes MOVED approval and Dr. Propes SECONDED. The policy was approved unanimously.

#### Such Other Matters

Dr. Lee Ann Shipley stated there was an issue discussed in Faculty Senate regarding the Graduation Office not processing applications for graduation until after the semester starts to analyze students' progress for graduation. Dr. Hodum stated 800+ students graduated in December 2014. Over 300 students filed their application to graduate after the deadline, which is the last day of class the previous semester. He stated that the Graduation Office is looking at ways to expedite the graduation analysis and would appreciate help from the advisors. The Degree Works software does help and students can view his/her records to see what they need to graduate.

The Council expressed their thanks to Dr. Roy Loutzenheiser for his hard work all these years and wished him well on his retirement.

The meeting adjourned at 4:30pm.

APPROVED FEBRUARY 25, 2015

Carol Holley, Recorder

Documents on file with the minutes:

- Education name change forms

- Agreement on Responsibilities (revised and old versions)

- All policies presented at meeting