

MINUTES OF THE ACADEMIC COUNCIL
TENNESSEE TECHNOLOGICAL UNIVERSITY
March 29, 2006

The Academic Council met at 3:30 p.m. on Wednesday, March 29, 2006, in the Deans' Conference Room of Derryberry Hall with Jeff Roberts, Chairperson, presiding.

The following members of the Council were present:

Prof. Rebecca Tolbert	Dr. David Larimore
Dr. Roy Loutzenheiser	Dr. P.K. Rajan
Dr. Wade Faw	Dr. Brian O'Connor
Dr. Jack Armistead	Dr. John Harris
Dr. Darrell Garber	Dr. Darrell Hoy
Dr. Robert Niebuhr	Dr. Gretta Stanger
Dr. Jeff Roberts	Dr. Chris Brown
Dr. Mark Stephens	Dr. Tony Baker
Dr. Christine Miller	Dr. Linda Null
Dr. Jann Cupp	Prof. Ray Jordan

Attending as resource persons were Ms. Yvonne Gribble, Dr. Ali Alouani, Ms. Jennifer Golz, Dr. Susan Gore, and Dr. Paul Semmes. The following members of the Council were absent:

Dr. Susan Elkins	Dr. Jim Baier
Dr. Winston Walden	Dr. Cathy Cunningham
Ms. Amy Campbell	Dr. Susan Laningham
Ms. Alatheia Thompson	Dr. Joseph Biernacki
Mr. Tyler Pannell	Prof. Darlene Franklin
Ms. Shannon Morgan	Prof. Delane Stewart

SUMMARY OF PROCEEDINGS

1. Approved the agenda.
2. Approved the minutes of the February 22 meeting as distributed.
3. Approved annual reports from committees reporting to the Academic Council.
4. Approved a plagiarism prevention policy.
5. Discussed a revised proposal for a new Academic Misconduct Policy and approved making further revisions before taking an e-mail vote.

6. Elected Christine Miller as Academic Council chairperson for 2006-07.

PROCEEDINGS

Approval of the Agenda

Dr. Loutzenheiser MOVED approval of the agenda, and Dr. Faw SECONDED the motion. The agenda was APPROVED as distributed.

Approval of the Minutes of the February 22 Meeting

Dr. Stephens MOVED approval of the minutes of the February 22 meeting, and Dr. Stanger SECONDED the motion. The minutes were APPROVED as posted on the Academic Council web site.

Annual Reports from Committees Reporting to the Academic Council

Dr. Larimore MOVED approval of all annual reports as distributed, and Dr. Loutzenheiser SECONDED the motion.

Professor Tolbert pointed out that the Graduate School Executive Committee has approved a change in the form to be used when a grade of “Incomplete” is assigned in a graduate-level course. Dr. Semmes, Chairperson of the GSEC, explained that because the GSEC must hear appeals from students for extensions of “I” grades (and, typically, the instructor is not present at the meeting), the form was changed to give the committee more information for making a decision, including the reason for the “I” grade and what would be required to remove the “I”.

Dr. Null asked if ESL grades are calculated in the student’s GPA, and Professor Tolbert said that ESL grades are counted in the overall GPA, but the department decides whether to accept the credit toward a degree. Dr. Null said she was considering proposing a change so that low ESL grades would not count against a student’s funding.

The annual reports were APPROVED by a unanimous vote.

Report from the Plagiarism Prevention Subcommittee

After a discussion about plagiarism at the February Council meeting, a committee consisting of Linda Null, Tony Baker, and Jeff Roberts was appointed. Dr. Roberts summarized the report of the subcommittee that was distributed with today’s agenda. Dr. Roberts said there are three main points to the report: (1) The English Department introduces the basic concepts of plagiarism (2) Individual instructors are welcome to reinforce instructions against plagiarism and (3) All graduate programs should examine plagiarism in light of their particular circumstances and adopt policies accordingly. (The full committee report is attached to the file copy of these minutes.) Dr. Roberts said the

report includes information about interactive guides and printed materials that he hopes will be disseminated to the faculty to assist in preventing plagiarism. Dr. Loutzenheiser noted that it would be helpful if more reports included this information.

Dr. Null MOVED approval of the subcommittee report, and Dr. Stephens SECONDED the motion. The report from the plagiarism prevention subcommittee PASSED by a unanimous vote.

Academic Misconduct Policy

Serving as a committee, Dr. Roberts, Dr. Hoy, and Ms. Amy Campbell, student representative, made revisions to the draft that was presented at the February Academic Council meeting, and what was distributed with today's agenda is the latest draft of the Academic Misconduct Policy. Dr. Roberts noted that the President is the arbiter of University policy, and everything we do is only a recommendation to him.

Dr. Armistead raised the first of three questions--where the student's file would be kept. Initially, the file would be in the Records Office, but the question was raised as to whether it is part of the student's permanent record. At the suggestion that the file could reside temporarily in the student's permanent file in the Records Office, Professor Tolbert said it would be a bad idea to make a habit of having various officers of the University putting things in and taking things out of students' permanent files. Professor Tolbert suggested keeping the file in the Vice President for Academic Affairs' office until the case is resolved and then forwarding the file to the Records Office for the student's permanent file. The consensus of the Council was to follow this procedure.

Secondly, Dr. Armistead asked if everyone was comfortable with having the chairperson make the recommendation on expulsion from the University. The consensus was that this was not a problem because the President makes the decision on expulsion.

Dr. Armistead's third question was a concern about requiring faculty to be present in the summer even though they are not in paid status. Dr. Roberts said we will have to rely on the instructor's academic integrity that if it is important enough for the instructor to file, he/she should be available during the summer or at least be available to communicate. Dr. Roberts said the policy does allow for a certain amount of flexibility to work around schedules.

Dr. Larimore referred to 6, b, on page 2 of the document and said that it would be a good idea for the faculty member to have the chair or others to review the proposed formal, written charge before distributing it to the student, the department chair, and the Vice President for Academic Affairs.

Dr. Larimore asked for an interpretation of "d" on page 3, the question being whether both the student and the instructor would be in attendance at the meeting for the entire proceeding. Dr. Roberts said that this wording was done intentionally to allow for

flexibility for different committees and different circumstances. Dr. Roberts responded to several questions that were asked and clarified the issues.

Dr. Roberts said that this document would go from the Academic Council to the University Assembly, and Dr. Barker said that at some point it should go to TBR General Counsel because of the legal implications. Dr. Roberts asked the Council if it would be appropriate for him and the members of the committee to make the revisions suggested at today's meeting and send it out to the Council members for an e-mail vote before deciding to go forward. The Council agreed to this plan. Dr. Barker said that we need to be sure to get student input, and Dr. Roberts said he has had student input to this point but will seek additional input from students.

Election of Chairperson

The nominating committee composed of Dr. Roberts, Dr. Stephens, and Dr. Null recommended Dr. Christine Miller as chairperson for 2006-07. Dr. Harris MOVED to accept the nomination, and Dr. Cupp SECONDED the motion. Dr. Miller was ELECTED by a unanimous vote.

Such Other Matters

Dr. O'Connor thanked Jeff Roberts for chairing the Council for the past two years. He also thanked Rebecca Tolbert, who is retiring on June 30, for being the "voice of reason and clarity" on the Council for many years. Dr. Loutzenheiser thanked Pat Gilbreath, who is also retiring June 30, for her many years of service to the Council.

Adjournment

The meeting was ADJOURNED at 4:25 p.m.

Pat Gilbreath, Recorder