

MINUTES OF THE ACADEMIC COUNCIL  
TENNESSEE TECH UNIVERSITY  
October 6, 2010

The Academic Council met at 3:30pm on Wednesday, October 6, 2010, in the Deans' Conference Room of Derryberry Hall with Susan Laningham, Chairperson, presiding.

The following members of the Council were present:

Dr. Pat Bagley	Dr. Steve Isbell
Dr. Paul Semmes	Dr. Mary Pashley
Dr. Susan Elkins	Dr. Steve Canfield
Dr. Roy Loutzenheiser	Dr. Shannon Morgan
Mr. Julian Lyons	Dr. Susan Gore
Mr. Daniel Bouch	Dr. Linda Null
Mr. Bo Murphy	Dr. Brian O'Connor
Dr. Susan Laningham	Dr. John Harris
Dr. Jeff Roberts	

Others attending the meeting were Ms. Beth Rogers and Dr. David Huddleston. Ms. Deanna Nipp-Kientz represented Dr. Doug Bates, Ms. Jerri Winningham represented Dr. Bobby Hodum, and Ms. Sharon Thompson represented Ms. Linda McQuiston. The following members of the Council were absent:

Dr. Larry Peach	Dr. Lebron Bell
Dr. James Jordan-Wagner	Dr. David Larimore
Dr. Doug Bates	Dr. Chris Wilson
Dr. Bobby Hodum	Dr. Corinne Darvennes
Mr. Lee Gatts	Dr. Jon Jonakin
Ms. Linda McQuiston	Dr. Holly Anthony
Dr. Michael Best	

#### SUMMARY OF PROCEEDINGS

Approved the agenda  
Approved the minutes of the September 8, 2010 meeting  
Approved language change for Promotion of a Tenured Instructor  
Presented Academic Calendar Guidelines  
Approved revisions to the Agreement on Responsibilities  
Deferred Research Council request and resubmit with noted changes

#### PROCEEDINGS

##### Approval of the Agenda

Mr. Lyons MOVED approval of the agenda and Dr. Loutzenheiser SECONDED. Agenda APPROVED unanimously

### Approval of the Minutes of the September 8, 2010 Meeting

Mr. Lyons MOVED approval of the minutes and Mr. Murphy SECONDED. Minutes APPROVED unanimously

### Proposed Language Change for Promotion of a Tenured Instructor to Tenured Assistant Professor

Dr. Armistead stated that this policy has been approved by the Administrative Council, but the Academic Council had questions about the language and decided it should have been voted on by the Academic Council. Dr. Armistead MOVED to approve the language change to the policy and Dr. Loutzenheiser SECONDED (see attachment). After some discussion, a friendly amendment was made for a grammatical change in the last sentence of paragraph two and to delete the last paragraph entirely. APPROVED unanimously. This will go to Administrative Council for their approval and then to University Assembly.

### Academic Calendar Guidelines

Dr. Armistead stated this was for information purposes and states the limits TTU must follow based on the Guideline No. A-019. There was no proposal at this time.

### Proposed Revisions to the Agreement on Responsibilities

Dr. Armistead MOVED approval of the revisions to the Agreement on Responsibilities and Mr. Lyons SECONDED (see attachment). The Deans' Council has discussed this issue as the result of some problems with auditing. Auditors are very sensitive to how we spend our money and one of the areas of concern is overload pay. We do not have a way to document why a person is given overload pay. The AOR form is not new, but has been revised to allow space to record the faculty's teaching load. The faculty would complete this AOR when meeting with their chair or director for their annual evaluation and plan their academic year assignment. This was discussed by the Faculty Senate where the biggest concern was whether every department has a standard workload. It will vary across campus depending on the faculty member's workload. TBR says the normal teaching workload is 15 hours. The corrections were APPROVED unanimously. This will go to the Administrative Council and then to University Assembly.

### Research Council Request

Dr. Canfield MOVED to recognize the Research Council as a standing committee and Mr. Lyons SECONDED (see attachment). After some discussion and a request from our student representative that students be included as members of this council, Dr. Canfield amended his motion to review their plan to provide updated procedures, determine the correct title (council or committee), update the membership list, set term limits, and decide if they should report to Academic Council, Administrative Council or both. Motion APPROVED unanimously.

### Such Other Matters

1. Dr. Armistead stated he received a request from a graduate student who would like to survey all TTU faculty as part of her master's thesis. He did not find a policy that said the student could not do this. The survey would be distributed via email through the Academic Affairs office. The Council did not have any objections to this request. The faculty can decide if they want to complete the survey or not once they receive it.

2. Dr. Roberts stated that the Faculty Senate is of the unanimous opinion that the Academic Council should take action to limit the number of Ws a student can get during their academic career. It is not known if Banner can handle this, but the Senate will find out. The limit should be five with exceptions for emergencies. The Faculty Senate will move forward with this issue at their next meeting.
3. Dr. O'Connor asked if there is a policy or guideline for the promotion of a non-tenured instructor to a non-tenured professor. The issue has not come up to establish such a policy or guideline. No action recommended at this time.

The meeting was ADJOURNED at 4:30pm.

APPROVED 11/10/10

Carol Holley, Recorder

Documents on file with the minutes:

Proposed Language Change for Promotion of a Tenured Instructor  
Guideline No. A-019 Academic Calendars and Student Registration  
Revised Agreement on Responsibilities  
Research Council Procedures