

Administrative Council
October 7, 2015
President's Conference Room

Voting Members Present		
Bobby Adams	Regina Lee	Savannah Savage
Jim Baier (Chair)	Malinda Lloyd	Sandi Smith
S.K. Ballal	Charlie Macke (R. Barns)	Bharat Soni
Jason Beach	Jack Matson	Mark Stephens
Marc Burnett (S. Bohannon)	Joseph Ojo	James Stewart
James Champ	Rodley Pineda	Claire Stinson
Kent Dollar	Jeff Plant	Huey-Ming Tzeng
Ward Doubet	Joseph Rencis	Debbie Walker
Melissa Geist	Chad Rezsnyak	Mark Wilson
Jerry Keeton	Jeff Roberts	
Voting Members Absent		
Jack Butler	Kevin Edwards	Jane Liu
George Chitiyo	Brooke Fleenor	Ann Manginelli
James Davis	Kim Hanna	Tony Michael
Judy Duvall	Sharon Holderman	Tony Nelson
Resource Persons Present		
Bobby Hodum (M. Irvin)	Glenn James	
Resource Persons Absent		
Ed Boucher	Leslie Crickenberger	Jeff Young
Kevin Braswell	Phil Oldham (Ex Officio)	

Summary:

Approved agenda of October 7, 2015

Approved minutes of September 9, 2015, as distributed

Approved Constitution of Interfaith Service at TTU (ISAT)

Approved Students for the Exploration and Development of Space of TTU (SEDS) Constitution

Approved Constitution of Biomechanics Students Organization of TTU

Approved Graduate Chemistry Club of TTU (GCC) Constitution

Approved the revised Food Purchase Policy No. 508

Approved proposed Background Investigations Policy No. 602

Proceedings:

A motion to approve the agenda of October 7, 2015, was made by Dr. Ballal and seconded by Dr. Smith. Motion APPROVED.

Dr. Stephens made a motion to approve the minutes from September 9, 2015, as distributed. Dr. Ballal seconded. Motion APPROVED.

Mr. Adams moved approval of the Interfaith Service of TTU (ISAT) Constitution. The motion was seconded by Dr. Ballal. The student organization intends to promote positive qualities among the members of the organization, the Tennessee Tech community and the community at large. The organization's main purpose is to be a unifying call-to-action for students to break down the walls that divide faiths, while also respecting the uniqueness of each tradition. Motion APPROVED.

A motion to approve the Constitution of the Students for the Exploration and Development of Space of TTU (SEDS) was made by Dr. Smith and seconded by Mr. Adams. The purpose of SEDS is to promote the exploration and development of space on the campus of Tennessee Tech. Motion APPROVED.

A motion to approve Constitution of the Biomechanics Students Organization of TTU was made by Mr. Adams and seconded by Dr. Smith. Student member Hamid Bahraseman provided a presentation using PowerPoint and emphasized that the organization's purpose is to encourage and facilitate student participation in biomechanics research and to provide students with the opportunity to pursue their academic interests. Furthermore, the organization hopes to provide interactive research for students and introduce biomechanics science to the community of Putnam County. Motion APPROVED.

Mr. Wilson moved approval of the Graduate Chemistry Club of TTU (GCC) Constitution. Dr. Plant seconded. The GCC was created to provide graduate chemistry students (or those from related fields) the opportunity to discuss field research, as well as to network and develop skills for the advancement of students' careers. This includes but is not limited to interview skills, resume writing and research presentation skills. Motion APPROVED.

A motion to approve the revised Food Purchase Policy No. 508 was made by Mr. Wilson and seconded by Dr. Plant. Dr. Stinson provided that in order to make the TTU policy compliant with TBR policies and IRS regulations, section III.A.1. was amended to state that "Tennessee Tech may pay or reimburse from state funds properly documented meals that have a clear business purpose and setting." Motion APPROVED.

Dr. Ballal moved approval of the proposed Background Investigations Policy No. 602. The motion was seconded by Mr. Wilson. Dr. Stinson conveyed that the policy establishes and details Tennessee Tech's policy and procedures regarding background investigations on employees and applicants for

employment. This policy can affect both current and new employees as noted in the policy overview.
Motion APPROVED.

Dr. Ballal moved to adjourn, and the motion was duly seconded. Meeting ADJOURNED at 4:07 p.m.

Terri Taylor, Recorder

Documents on file with minutes:

- Interfaith Service at TTU Constitution
- Students for the Exploration and Development of Space of TTU Constitution
- Constitution for Biomechanics Students Organization of TTU
- Constitution for Graduate Chemistry Club of TTU
- Food Purchase Policy No. 508
- Background Investigations Policy No. 602