

Administrative Council

Tennessee Technological University

**Minutes
Administrative Council
Tennessee Technological University
October 8, 1997**

Members Present

Karen Adams	Roy Loutzenheiser
Sue Bailey	Jeff Marquis
S. K. Ballal	Linda Maxwell
Mark Banasiak	Kelly Metzgar
Paul Bonner	Leo McGee
Ed Boucher	Dave Narrie
Evans Brown	Mike Nivens
Marc Burnett	Terry Rector
Whewon Cho	Barbara Reynolds
Cathy Cunningham	William Schrader
Jann Cupp	Paul Semmes
Roger Jones	Noel Tolbert
Homer Kemp	Tony Via
Dave Larimore	Angelo Volpe
Regina Lee	Dale Wilson

Members Absent

Emily Campbell	Paul Isbell
Gregory Danner	James Monroe Stewart
Dan Fesler	George Swisher
Dennis George	

Others Present

Bob Bode
Patricia King, Resource Person
Wayne Leimer

Summary of Proceedings

Approved the agenda as distributed.

Approved the Minutes of September 3, 1997

Approved the recommendations from the Ad hoc Committee on Updating Policies and Procedures.

Approved the recommendation from Buildings and Grounds regarding Memorial Stones for Helen Stoops and Gerald Coorts.

Approved recommendation from Buildings and Grounds regarding Tobacco Use Policy with amendment to exclude residence halls.

Proceedings

Evans Brown, Chairman, called the meeting to order at 3:00 p.m. in the President's Conference Room.

Approval of the Agenda

Dr. Schrader MOVED approval of the agenda with Dr. Narrie SECONDING. MOTION CARRIED.

Approval of Minutes

Dr. Cho MOVED approval of the minutes of September 3, 1997 with a SECOND being made from a Council member. MOTION CARRIED.

Recommendations from Ad Hoc Committee on Updating Policies and Procedures - Dr. Bob Bode

Dr. Bode said the ad hoc committee met four or five times and discussed a number of possibilities for the simplest solution in keeping records of policies and procedures generated on campus and said the ad hoc committee feels the proposal presented is the best solution in dealing with the problems they were asked to address. Most of the effort involved in the proposal falls on the Executive Officers who supply support for the University standing committees. Dr. Kemp MOVED approval of the policies and procedures with Dr. Schrader SECONDING. MOTION CARRIED.

Recommendation from Buildings and Grounds Regarding Memorial Stones for Helen Stoops and Gerald Coorts - Dr. Mike Nivens

Dr. Nivens said Buildings and Grounds met and are requesting approval of the Council to place the memorial stones for Helen Stoops and Gerald Coorts above ground. Since there was no written policy, it is also recommended that a moratorium on the placement

of other memorials be set until a written policy is established through the Buildings and Grounds Committee. Dr. Kemp MOVED approval of this recommendation with Mr. Boucher SECONDING. MOTION CARRIED.

Recommendation from Buildings and Grounds Regarding Tobacco Use Policy - Dr. Mike Nivens

The Chairman said he was contacted by a faculty member relative to addressing the Council on the tobacco use policy. He said in reading the policy and procedures for the Council, he saw nothing excluding or including this request. The Chairman ruled that the faculty member could address the Council but asked if the Council would like to overturn his decision with a vote. There was no opposition.

Dr. Cho MOVED approval of the tobacco use policy with Mr. Banasiak SECONDING. Dr. Kemp MOVED that the motion be TABLED until a report is received in writing from Buildings and Grounds listing building by building which ones could have a smoking area and which ones could not because of insufficient ventilation. A vote was taken and upon the request from Dr. Cunningham for a show of hands on the vote, 10 were in favor of the motion being tabled with 13 opposed. The Motion was DEFEATED. Since the tabling of the motion was defeated, discussion continued on the main motion. The Chairman read a list of members present who were eligible to vote.

Mr. Semmes asked who decides which buildings are properly ventilated and which are not and made a statement that his office is on the second floor of Bruner Hall. The smoking area is on the first floor close to the stairwell by his office, making his office closest to the smoking area, and smoking has turned out not to be a problem. He asked since freshmen are required to live in dormitories that if all dormitories are made non-smoking dorms, would accommodations be made for freshmen who are smokers. Mr. Boucher said he has met with the Residence Halls Association and they are not in favor of the smoking policy basically for the same reason Mr. Semmes stated. He said he was in favor of including the residence halls in the policy but is now not in favor of it. Mr. Banasiak said he feels the policy should be specific so when it is read there will be no question as to what it means. Mr. Banasiak MOVED that the policy be referred back to the committee to be written to be more specific so it can be more effective. This should include listing who is responsible for each building and what areas on campus are eligible for smoking

and possibly including penalties. He said under Enforcement that it should list the name of the person(s) responsible for activities within a particular room, facility, or program area who will ensure that smoking procedures are followed. Dr. Kemp SECONDED the Motion.

Dr. Nivens said at this point we have no buildings on campus that are designed to eliminate smoke out of a particular area. Dr. Schrader said the smoking issue has come up several times and that to ban smoking on campus is against the law of the State of Tennessee. He feels that it does not need to be referred back to the committee just to be received again at a later date. Mr. Banasiak called the previous question to refer the policy back to the committee. The vote was Defeated. Dr. Kemp said since there are no buildings on campus that meet this criteria that he wonders who set the criteria. He said it seems it should be defined what a properly ventilated area is.

Mr. Banasiak pointed out that Ms. Springfield's letter states that Tennessee Tech may have a smoking policy but it is not a mandatory law and the stipulation is according to TCA Section 4-4-121 that if we have a smoking policy we must have a smoking area and a non-smoking area in every building. He said he does not feel we can afford a smoking lounge with proper ventilation and space for a non-smoking lounge in every building.

Dr. Wayne Leimer said he is the faculty member who asked to address the group. He thanked the Council and Dr. Brown for allowing him to speak. He said his office is in Kittrell Hall and that he is a pipe smoker. He said he does not smoke in the classroom but that he would like to have the option to smoke in his office.

Dr. Kemp MOVED to amend the policy by adding Tech Village with Dr. Ballal SECONDDING. Dr. Volpe said he is for eliminating smoking in as many areas as is possible and feasible but does make a distinction between where we work and where we live and feels we should look at Tech Village and dormitories. A question was called on Dr. Kemp's amendment to include Tech Village in the proposal. The Motion was Defeated.

Mr. Boucher made a Motion to Amend the original tobacco use policy to exclude residence halls. He said they will work with the Residence Halls Association toward a workable solution concerning residence halls. The Amendment Passed. The Chairman then called the question on accepting the tobacco use policy from

Buildings and Grounds with the Amendment by a show of hands.
Seventeen voted for the policy with the amendment and four
opposed.

Such Other Matters

Since there were no such other matters, Dr. Kemp MOVED to adjourn
with Dr. Wilson SECONDING. The meeting adjourned at 4:15 p.m.

Patricia King, Resource Person