

Administrative Council

Dr. Ballal moved to approve the proposed policy on “Access to Public Records.” Mr. Wilson seconded the motion. University Counsel Carpenter briefed the committee on the policy stating that as a state entity the University’s records are open for inspection under Tennessee’s Public Records Act, and Tech needs to establish a uniform policy for charging and responding to requests. The policy will be reviewed every two years to ensure the policy remains up-to-date with public records laws. Counsel Carpenter reported that the hierarchy of governance is state statute, TBR policy, university policy and college/departmental policy. The policy was APPROVED unanimously by the Council.

A briefing on TTU’s “Internal Audit Policy” was provided by Internal Audit Director Metts. Metts stated the policy is TTU’s version of the TBR policy which has been in place since 2007 with the last update being made in 2011. TTU must maintain compliance with the Institute of Internal Auditors (IIA) per TBR and state law. Changes to the policy are generally only made when accounting standards change, but direct links are utilized in the chance that the TBR policy does change slightly.

University Counsel Carpenter discussed ongoing plans for review and update of University-wide policies. The goal includes devising for implementation a clear numbering system for easy policy access.

Mr. Macke moved to adjourn. Dr. Ballal seconded. The meeting ADJOURNED at 3:53 p.m.

Terri Taylor, Recorder