## Administrative Council

## Tennessee Technological University

## Minutes Administrative Council April 5, 2000

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Sue ailey arc urnett arry lick ark reter regory anner dith uvier an esler	omer emp Tony arable inda axwell Ilan ills licia Toline ngelo Volpe
thers resent	
udrey ody at ing Resource retta Stanger	e erson

Summary of roceedings

pproved the agenda as distributed

pproved the inutes of arch as distributed

pproved submitted annual reports

pproved change in rocedures for Staff dvisory ommittee with friendly amendment

pproved recommendation from uildings and rounds ommittee

pproved Sexual ssault olicy as amended

pproved change in dmissions and redits ommittee rocedures

pproved recommendation from ominating ommittee to recommend hairperson for dministrative ouncil for year

roceedings

pproval of the genda

s ee V approval of the agenda with s ouglas S T RR

pproval of the inutes of arch

r onner V approval of the minutes of arch with r oucher S T RR

pproval of Submitted nnual Reports

r ho V approval of the submitted annual reports and there was a S T RR The annual reports approved were thletics ommittee uildings and rounds ommittee ommission on the Status of lacks ommission on the Status of Women itness enter dvisory ommittee nstitutional ommittee for the are and Use of aboratory nimals in xperimentation nstitutional Review ommittee for the rotection of uman Subjects atents and opyrights ublic edia ommittee Space Utilization and Ilocation ommittee Sports all of ame Student ffairs ommittee Student inancial id ommittee University rt ommittee ouncil and University Safety and nvironmental ommittee

hange in rocedures of Staff dvisory ommittee s udrey ody

s ody said the Staff dvisory ommittee recommends the procedures be

changed under the duties of the officers to read that the ommittee shall meet with the resident and resource persons regularly in bi monthly sessions beginning in September of each fiscal year The ommittees non exempt employees shall meet in ad hoc bi monthly sessions beginning in ctober of each fiscal vear approval of the recommendation with ho V r s ombs S friendly amendment was then suggested to drop the term ad hoc because it is not necessary and s ody agreed The RR with the Т friendly amendment

Recommendation from uildings and rounds ommittee r ike ivens

r ivens said in keeping with an S bill recommendation the uildings and rounds ommittee recommends that two signs be placed on each side of the west east and south entrances of the Smith Quad parking lot that state open parking with permit r ivens V approval of the recommendation with s Treadway S The recommendation was unanimously approved by the ouncil

Sexual ssault olicy and Recommendations r retta Stanger

r Stanger presented the policy that the ad hoc committee recommends and asked that on page one under Take are to reserve II hysical vidence that the word rape be changed to sexual assault s Stanger said the ad hoc committee also recommends that the approved policy be given widespread distribution by being included in but not limited to the following publications the annual security report the student handbook the faculty handbook the athletic handbook and the staff manual of the resident advisors They also recommend that an initial campus wide distribution occur of a brochure with the policy using registration packets for student distribution and campus mailings for all employees dditional brochures will be needed for each orientation of new employees and each orientation of new faculty t is expected by the committee that brochures would be reprinted as needed and available across campus after the initial distribution r oucher V approval of the recommendation and there was a S s ase suggested a change in Take are to reserve all hysical vidence on page one to insert the word because so it would read o not disturb anything in the area where the assault occurred because you may destroy evidence instead of o not disturb anything in the area where the assault occurred You may destroy recommendation was then made to take out the sentence You may evidence destroy evidence The Take are to reserve all physical evidence would read asfollows

## Take are to reserve all physical evidence

f possible do not bathe shower douche eat drink smoke urinate brush your teeth or change your clothes o not disturb anything in the area where the assault occurred f you have changed your clothes take the clothes you were wearing at the time of the sexual assault to the hospital in a paper bag lastic may destroy evidence t is important to appropriately preserve evidence for the proof of a criminal offense

fter considerable discussion on whether to use the word survivor or victim in the document s Treadway suggested an amendment to the recommendation to change the word survivor to victim in all locations where survivor is mentioned with r ho S vote was taken on the amendment to change survivor to victim The amendment passed

r Wilson pointed out that on page under riminal ivil ourt the paragraph seems to discuss reporting rather than court except to mention ivil ourt r oucher said the essence of what has to be shown is that there are options that the victim has and those options would be to go through the university judicial system the criminal system and or civil system Regarding confidentiality if reports are given to the University Student

ffairs area it then becomes a part of the educational record and is covered by the privacy act ven though it can still be a public document information given to the Student ffairs area becomes private f a student reports something and wants the university to handle it this information cannot be released nformation given to the University olice is a matter of public record

ean usacchio then called the question to vote on the entire document vote was taken and passed r Wilson then asked for a vote to accept the Sexual ssault olicy as amended T RR

hange in dmissions and redits rocedures r ho

r ho V to approve the change in dmissions and redits ommittee rocedures from having three regular meetings of the full dmissions and redits ommittee to be held each academic year to two regular meetings one per semester of the full dmissions and redits ommittee to be held each academic year with additional meetings scheduled as needed r Treadway S the T T RR

Report from ominating ommittee to Recommend hairperson for dministrative ouncil for Year r ho

ho said the nominating committee of r aul Semmes rofessor ancil r llan ills reffrev arguis and himself met and that it was ohnson r an unanimous decision to nominate r ale Wilson as hairperson for the dministrative ouncil for the V that r Wilson be year е nominated that nominations cease and that r Wilson be elected by acclamation The nomination was S RR r Wilson and Т said

he would be happy to serve as hairperson for the year assuming he is re elected to the dministrative ouncil since his term expires this year

r Wilson said that r Volpe was attending a Tennessee ollege ssociation eeting in ashville and expressed r Volpes regrets that he could not attend the meeting since this would have been his final dministrative ouncil meeting due to his retirement une r Wilson expressed r Volpes appreciation to the ouncil members for their work this year

n announcement was made that the University ssembly eeting will be pril at p m in the resident s onference Room and that the