

Administrative Council

Tennessee Technological University

Minutes

Administrative Council

Tennessee Technological University

January 29, 1997

Members Present

Karen Adams

S. K. Ballal

Ed Boucher

Evans Brown

Homer Kemp

David Larimore

Regina Lee

Jeff Marquis

2. The Minutes of November 6, 1996 were approved.
3. Buildings and Grounds recommendations were approved.
4. Report from Ad Hoc Committee on Class Scheduling was approved with friendly amendment.

Proceedings

James Monroe Stewart, Chairman, called the meeting to order at 3:00 p.m.

Approval of the Agenda

minute spaces with a special permit required" to allow parents legal parking while dropping off and picking up their children.

Replace the "Backdoor Playhouse" sign at the rear entrance of the Jere Whitson Building to its original location just above the door. Verbal approval was obtained from Carole Kuhnert, and the sign has been installed.

Dr. Kemp MOVED approval of these recommendations with Dr. Narrie SECONDING. When asked about the special permit required, Mr. Boucher said Safety and Security will issue temporary parking tags for parents and will monitor the situation. Dr. Evans Brown said when people come from behind Matthews-Daniel they sometimes take a left out of the parking lot and go left on a one-way street. Dr. Giesbrecht-Bettoli suggested putting a one-way sign at the curb where pulling out. Mr. Boucher agreed to convey this suggestion to the Buildings and Grounds Committee.

The Chairman read a memorandum to him from Carole Kuhnert dated January 21 concerning the last paragraph in the January 21 memorandum from Dr. Reddick that involves the Backdoor Playhouse which said that verbal approval was obtained from Carole Kuhnert. Ms. Kuhnert asked the Chairman to correct the statement to say that the President's approval was verbally conveyed by her. A vote was taken and MOTIONS CARRIED.

Report from Ad Hoc Committee on Course Scheduling

Dr. Kemp said an Ad Hoc Committee on Course Scheduling was appointed by the Administrative Council and would like to make the following three recommendations:

- 1) the reaffirmation of "dead hour" (TR 11:00-11:50am); and,
- 2) the reaffirmation of the traditional class times with exceptions only for four and five credit hour courses which cannot otherwise avoid crossing time slots; classes which meet after 3:00 p.m.; and labs and off-campus field experience classes such as internships, student teaching, nursing practica, etc.
- 3) the selection of a person/office or persons/offices to oversee the schedule and to ensure compliance with the preceding two recommendations.

Dr. Kemp MOVED to approve the three recommendations from the Ad Hoc

Committee with a friendly amendment to recommendation three to add that the Office of Academic Affairs be responsible for monitoring that these recommendations are followed. Dr. Narrie SECONDED the MOTION. Dr. McGee agreed to share this 8