

**Administrative Council**  
**September 10, 2008**  
**President's Conference Room**

**Members Present:**

Mohamed Abdelrahman  
Suellen Alfred  
Deborah Allen  
Daniel Badoe

S.K. Ballal  
Bob Bell  
Jessica Brumett  
Marc Burnett  
Erin Chambers  
Mike Cowan

Susan Elkins  
Mark Groundland  
Josh Hauser  
Bobby Hodum (sub. V.  
Palmer)  
David Horton  
David Huddleston  
Regina Lee  
Charlie Macke  
Jack Matson  
Linda Maxwell

Mike Nivens  
Joseph Ojo  
Randy Raper  
Rita Reese

Andrew Smith  
Matthew Smith  
Mark Stephens  
Claire Stinson  
Tom Timmerman  
Mark Wilson

Wilson and seconded by Mr. Burnett. Motion APPROVED.

Mr. Wilson moved to approve the minutes of April 2, 2008, and Dr. Stinson seconded. Motion APPROVED.

A motion to approve the Web Guidelines Policy was made by Professor Lee and seconded by Mr. Wilson. Matthew Gann gave a presentation on Tennessee Tech's current website standards and policies. The new website will launch fall of 2009 with updated browser technology, improved security features and standards, and will be geared toward current and potential students. Following discussion, the consensus of the Council was that an appeals process should be added, a maximum date for webpage approval be included, and that grammatical corrections be made in the policies. The motion was APPROVED pending these additions and corrections.

A motion to approve the proposed revisions to the Academic Credentials Policy was made by Dr. Ballal and seconded by Mr. Wilson. Motion APPROVED.

A motion to approve the proposed revisions to the University Planning Committee Procedures was made by Dr. Stinson and seconded by Mr. Wilson. Motion APPROVED.

Professor Lee reported on the parking questions and concerns discussed at the recent meeting of the Faculty Senate that included questions relative to the recent cost increase for a parking permit. Dr. Stinson provided information relative to the process for submitting yearly fees to the TBR for approval at the June board meeting. Fee proposals are discussed at Deans Council and also at EAC prior to submission to the TBR. Chief Shepherd reported that TTU's parking fee is still the lowest in the region even with the recent increase. The Buildings and Grounds Committee is reviewing the requirements for retiree permits and also motorcycle permits, and recommendations are forthcoming to the Council on those matters. President Bell concluded the discussion by stating that the parking situation is being worked on and will improve over the next year or two.

A motion to adjourn was made by Dr. Ballal and seconded by Mr. Wilson. The meeting ADJOURNED at 4:35 p.m.

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Terri Taylor, Recorder

Documents on file with minutes:

Web Guidelines Policy Power Point Presentation

Web Guidelines Policy