

# I. UNIVERSITY ASSEMBLY

## **II. Academic Council**

### **A. Committees Reporting to the Academic Council**

#### **1. Admissions and Credits Committee**

The Admissions and Credits Committee assists the President and the Vice President for Academic Affairs of Tennessee Technological University as follows:

The Admissions and Credits Committee recommends policies, standards, and regulations for the admissions and retention of students. It reviews cases of students with problems concerning admission, readmission, academic credit and/or requirements. The Committee studies problems and recommends policies relating to credits to be recognized by the University. The Committee may also act on other matters referred to it by the Academic Council. The Committee shall file an Annual Report with the President and the Vice President for Academic Affairs.

Executive Officer to provide staff support services: Associate Vice President for Enrollment Management and Student Success

#### **2. Committee on Commencement, Convocations, and Academic Ceremonies**

The Committee serves the President by establishing the policies and procedures for academic ceremonies, including commencements, convocations, inaugurations, commemorations, and dedications.

Executive Officer to provide staff support services: Associate Vice President for Enrollment Management and Student Success

#### **3. Curriculum Committee**



Executive Officer to provide sta

a. By proposing action to be taken, or legislating when authorized, on matters which

administrators, and students. Matters considered appropriate for action by the Committee would include, inter alia, the following:

- a. Devising formula for the division of the library materials budget among the various Colleges.
- b. Discussing and probing for solutions to library problems.
- c. Advising the Director of Library Services on questions best answered by the

landscaping. The Committee serves as a channel of communications among faculty members, administrators, and the students, both as to origination of plans and ideas, and in reporting on development plans. The Committee constitutes the official study group of the University to investigate and recommend on plans and proposals affecting the physical plant, including housing as well as academic structures, and its optimum use in the total program of the University. Matters considered appropriate for action by the Committee would include, inter alia, the following:

- c. Develop policies and plans for the efficient utilization and effective allocation of space among the administrative and academic divisions of the University.
- d. Receive requests for changes in space utilization and/or allocation from administrative/academic users and recommend action to the University President.

Executive Officer to provide staff support services: Senior Associate Provost for Academic Affairs

6. Chapter 606 Student Monies Allocation Committee

The Chapter 606 Student Monies Allocations Committee, with subsequent approval by the University President, shall authorize the expenditure of monies generated by a one dollar per full-time student fee collected at registration each academic term. The Committee shall make spending recommendations for student projects, activities, and scholarships based on written requests submitted by students and student organizations.

Executive Officer to provide staff support services: Vice President for Student Affairs

7. Commission on the Status of Blacks Committee

The purpose of this Commission is to advise the President of the University on matters of concern to Black faculty, staff, and students. The body exists in order to promote awareness and programs of interest to TTU Black persons.

In pursuing this purpose the Commission will endeavor to:

- a. Improve the quality of life for Black students, faculty, staff.
- b. Promote the hiring and promotion of Blacks through the evaluation and use of the TTU Affirmative Action Plan and other employment and promotion programs.
- c. Make recommendations regarding recruiting, retention, and extra-curricular programs.
- d. Promote the development of the Black Cultural Center.
- e. Serve in an advisory capacity to the Black Cultural Center.
- f. Strive to promote more positive attitudes toward Blacks and Black issues.

Executive Officer to provide staff support services: Assistant Vice President for Multicultural Affairs

8. Commission on the Status of Women Committee

The purposes of the Commission on the Status of Women are to provide a supportive campus climate for women students, women in faculty, staff, and administrative positions, to promote awareness of women's issues, to oversee the TTU Women's Center, and to initiate programs of interest to women members of the community.

In pursuing this purpose the Commission will endeavor to:



- a. Promote the hiring and promotion of women through the use and improvement of the TTU Affirmative Action Plan and other employment and promotion programs.
- b. Improve opportunities for women in faculty, administrative and staff positions.
- c. Support a positive campus climate.
- d. Promote awareness of women's issues.
- e. Determine policies for the Women's Center and further its development.
- f. Promote educational offerings which pertain to women's issues.
- g. Promote appreciation of the diversity within the lives of women and men.

Executive Officer to provide staff support services: Equity Officer/Director of Affirmative Action

9. Faculty and Staff Traffic Appeals Committee

This Committee is charged with the responsibility of hearing and resolving appeals in cases where faculty and staff members have been cited for violation of the Tennessee Tech Safety and Security Parking and Traffic Regulations.

Executive Officer to provide staff support services: Director of University Police

10. Institutional Animal Care and Use Committee

This committee provides for and protects the welfare of laboratory animals used for research and pedagogy as set forth by the University and in accordance with the Public Health Service Act (PHS Act) mandated by the Health Research Extension Act of 1985, Public Law 99-158, and its amendments from the U.S. Department of Agriculture, 9 CFR 9, Parts 1-3.

Executive Officer to provide staff support services: Associate Vice President for Research

11. Institutional Review Board for the Protection of Human Subjects Committee

The primary purpose of the Committee is to serve as the Institutional Review Board for the Protection of Human Subjects in research, special projects, and related activities of the University. Other duties include:

- a. Serve as the institutional review board for the University according to requirements for the protection of human subjects as set forth by the federal regulations created by Congress (Code of Federal Regulations, Title 45, Part 46).
- b. Recommend policies and implement guidelines for the protection of human subjects in funded and non-funded research.
- c. Develop and recommend guidelines for classroom activities involving human subjects. These guidelines are for implementation by academic departments within the University.

d. Develop and recommend guidelines relating to ethics and misconduct in research

- f. Aid in recruitment.
- g. Visit summer camp activities as a guest of the U.S. Army.
- h. Support the program in every way possible by becoming a bridge between the Military Science Department and the faculty.

Executive Officer to provide staff support services: Director of Military Science Department

#### 14. Public Media Committee

The Public Media Committee promotes and defends freedom of inquiry and expression in the University media. It is responsible for formulating broad policies designed to acquaint the public with the various activities, programs and projects of the University and for otherwise facilitating desirable public relations.

Executive Officer to provide staff support services: Vice President for Student Affairs

#### 15. Sports Hall of Fame Committee

The Tennessee Tech Sports Hall of Fame Committee serves the President and the Athletics Director in an advisory capacity and assists them by reviewing and/or making recommendations relative to:

- a. Procedures for the Committee.
- b. Criteria for membership in the TTU Sports Hall of Fame.
- c. Recommending prospective inductees for the TTU Sports Hall of Fame.
- d. Such other matters as may be presented to the Committee by the Athletics Director or the President of the University.

Executive Officer to provide staff support services: Director of Athletics

#### 16. Stormwater Management Committee

The purpose of the Stormwater Management Committee is as follows:

- a. Develop and recommend policies and procedures that relate to stormwater pollution prevention issues on campus.
- b. Develop and assist with public information activities that relate to stormwater pollution prevention issues on campus.
- c. Recommend enforcement actions of the TTU illicit discharge and elimination policy.
- d. The formation of a Stormwater management committee is required by the TTU MS4 permit Best Management Practices 2A, 2B, and 2C. The committee will provide ongoing compliance with the Phase 2 permit, and the annual report.

Executive Officer to provide staff support services: Director of Capital Projects and Environmental Safety.

17. Student Affairs Committee

The Student Affairs Committee assists the President, the Administrative Council, and the Vice President of Student Affairs of Tennessee Technological University as follows:

- a. By creating an environment in which learning experiences in academic, social, and cultural areas may be extended beyond the classroom
- b. By promoting the enrichment of student life by continually exploring ways to use university and community resources for extending the student's drives, interests, and motives.
- c. By promoting responsible citizenship and leadership through experience in evaluating existing and

#### 19. University Art Committee

The Art Committee assists the University by: stimulating the awareness, interest, appreciation, and knowledge of art and objects d'art on the part of students, faculty, staff, and members of the community.

To pursue this purpose, the Committee:

- a. Arranges for appropriate use of University areas designated for art displays.
- b. Provides the campus with a tasteful variety of art shows, art, and artists.
- c. Plans and implements activities or publications to disseminate information about art and artists.

Executive Officer to provide staff support services: Vice President for Student Affairs

#### 20. University Judicial Council Committee

The University Judicial Council is one of four judicial procedures which have been established to hear student disciplinary cases. University Disciplinary Guidelines have been drawn up and are administered through the Office of the Vice President for Student Services. The University Judicial Council is composed of eight faculty/administrative staff members.

Executive Officer to provide staff support services: Dean of Students

#### 21. University Safety & Environmental Committee

The purpose shall be to:

- a. Develop and recommend policies and procedures that relate to safety and environmental issues on campus when appropriate. ("Safety", for purposes of the committee, does not include matters of a security, traffic, or criminal nature that are routinely administered/enforced by Campus Police.)
- b. Serve as an additional resource to the University Safety Officer as needed when developing compliance programs.
- c. Review and act on matters referred by other University committees, departments, and individuals.

Executive Officer to provide staff support services: Director of Capital Projects and Environmental Safety