
University Policy Committee Meeting 29.0

June 14, 2016 @ 2:00 p.m.

Browning Building Conference Room

**Minutes**

Attendees: Mitch Robinson, Greg Singleton, Dylan Kellogg, Derek van der Merwe, Rex Gandy, Rylan Kean, Tucker Brown, and McCartney Andrews (minutes)

Absent: Sherryl Byrd and Ryan Honea

29.1 – Approval of minutes from the May 10, 2016 meeting 28.0

Kean made a motion to approve the university policy committee minutes 28.0 from the May 10, 2016 meeting; Brown seconded the motion.

Committee approved the minutes by a unanimous vote.

Old Business/Second Reading:**29.2 – Delegation of Authority for Approval and Execution of Contracts and Agreements 1:010**

Kean made a motion to approve the policy on second reading and move to president for her approval, Brown seconded the motion. Robinson opened up the policy for discussion.

Discussion:

Kellogg asked where the limits came from for execution. Robinson said they came from other institution, primarily TN Tech. These were reasonable amounts to start with and the amounts may be changed in the future. Gandy asked for the Research Grants/Contract approval to be moved to Dr. Raj's area on page 8. Van der Merwe asked about the approval versus execution regarding his area. Also asked was whether the foundation policies could be placed in Sci-Quest and follow the similar routine as detailed in this policy. Also, on page 8, the following will be removed from letter b under the director of athletics "upon the condition of prior approval by the Vice President of Finance and Administration or his/her designee.

Committee Vote:

Committee approved the policy to be sent to the president with the changes noted.

29.3 – Business Meals and Recognition Events 4:010

Brown motioned to approve the policy on second reading and move to president for her approval, Kellogg seconded the motion. Robinson opened up policy for discussion.

Discussion:

Kean asked if what Alumni is doing is still correct in regards to the policy since they can't include all names of guest that attend events. Dr. Gandy asked if the amount for refreshments and food could be changed from \$100 to \$200. Van der Merwe also asked what the practice was at other institutions in regards to retirement events. TN Tech does what this policy is proposing, whereas UT allows for the department to take the retiree to dinner. Gandy motioned to approve the amount change, van der Merwe seconded. The committee was in favor.

Committee Vote:

Committee approved this policy to be sent to the president with the changes noted.

29.4 – Confidentiality of Student Records 3:024

Kellogg motioned to approve the policy on second reading and move to president for her approval, Gandy seconded the motion. Robinson opened up policy for discussion.

Discussion:

Van der Merwe asked why the abbreviations were being deleted but the information is being moved over into another section. Dr. Gandy mentioned that the following phrase needs to be added to Graduate Studies section on page 6, "studies is the point of contact for these records." Also noted was the change of the Bursar to Ellington. Counseling will need to be changed to Ard building.

Committee Vote:

Committee approved this policy to be sent to the president with the changes noted.

Old Business/Second Reading-Rescind:

29.5 – Courtesy Vehicles 4:026

Van der Merwe motioned to approve the policy on second reading and move to president for her approval, Kean seconded the motion. Robinson opened up policy for discussion.

Discussion:

Singleton asked what a courtesy vehicle was. Robinson discussed that a courtesy vehicle is a loan from a dealership and a few coaches in Athletics have them.

Committee Vote:

Committee approved this policy to be sent to the president.

29.6– Electronic Access to Student Records 2:010

Kean motioned to approve the policy on second reading and move to president for her approval, Brown seconded the motion. Robinson opened up policy for discussion.

Discussion:

Policy is being rescinded and language has been placed in to Confidentiality of Student Records 3:024.

Committee Vote:

Committee approved this policy to be sent to the president.

Meeting adjourned at 2:25 p.m.

After the meeting an email vote was conducted for policy 1:027 Firearms and Weapons

First Reading:

Approve = 3

Decline =

Further Discussion = Dr. Byrd asked to amend “Exceptions for Employees with Valid Handgun Carry Permits” Section A.7.d. to read “All areas of Boyd Health and Student Counseling Services located in the Ard Building.” Also deleted by Michael Kasitz was the following statement under the “Enrolled as a Student” definition “‘Enrolled as a Student’ does not include being registered for an academic offering that is delivered solely online, with no requirement for the student to appear on campus in order to complete the course.”

The policy was approved for first reading and was sent for second reading with the changes noted above.

Second Reading:

Approve =
Decline =
Further Discussion =