

MINUTES OF ACADEMIC AFFAIRS AND STUDENT LIFE COMMITTEE  
BOARD OF TRUSTEES

THE UNIVERSITY OF TENNESSEE

June 21, 2007  
Knoxville, Tennessee

The Academic Affairs and Student Life Committee of the Board of Trustees of The University of Tennessee met at 8:00 a.m., Eastern Time, Thursday, June 21, 2007 in Rooms 156-157, Plant Biotech Building, Knoxville, Tennessee.

**I. CALL TO ORDER**

Dr. Rhynette Hurd, Chair of the Committee, called the meeting to order.

**II. ROLL CALL**

Dr. Bob Levy called the roll, and the following voting members were present:

Ms. Anne Holt Blackburn  
Ms. Barbara Castleman  
Ms. Andrea J. Loughry  
Mr. Karl Schledwitz  
Ms. Anna York

The following non-voting members were present:

Ms. Erin Chambers  
Mr. Nicholas Cook  
Professor Louis Gross  
Mr. Jesse Labello  
Ms. Brittany McGruder  
Dr. John Petersen  
Mr. John Rader  
Dr. Richard Rhoda  
Professor John Schommer  
Mr. Bill Staley  
Mr. Paul Tennant  
Ms. Barbara Zielke

The Chair noted that a quorum was present. Due to scheduling conflicts, Dr. Givens, Dr. Seivers, Professor Kennedy, Professor Townsend, Professor Hartig, and Mr. Overton were unable to attend. Professor Karen Johnson attended the meeting on behalf of Professor Peg Hartig.

**III. APPROVAL OF MINUTES OF LAST MEETING**

The Chair called for any corrections or additions to the minutes of the March 7,

2007 meeting. Mrs. Castleman moved approval of the minutes as presented at the meeting with the correction of typos. The motion was duly seconded and unanimously approved.

#### **IV. PROPOSED UNIVERSITY STUDENT COUNCIL CHARTER**

John Rader discussed the University Student Council (USC). He stated that providing the students this additional opportunity to meet with the President would be a tremendous help to student representatives to discuss issues important to the students on their campuses. He stated that the USC is composed of all presidents of Student Government Associations and one appointed student from each campus as well as the voting student Trustee. Normally, the USC will meet twice each year to advise and communicate with the President on system-wide matters of interest to the student bodies. Dr. Levy stated that the USC is the student parallel to the Faculty Council. He stated that the USC charter is similar to the Faculty Council Charter described to the Committee in March 2007. Mr. Schledwitz suggested that both the non-voting and voting student Trustees be included on the USC. Dr. Levy noted that the intent was to include both student Trustees and that will be reflected in the charter. The Chair complimented the students on the efficient formation of the USC.

#### **V. REPORT ON REPORTING AND COUNSELING PROCEDURES FOR TROUBLED STUDENTS**

The Chair stated that the next item of discussion was a report from the Campuses on counseling procedures for troubled students. She stated that after the tragic events of Virginia Tech, there have been many questions about what our Campuses are doing to try to avoid those kinds of events.

Dr. Wall stated that UTHSC instituted a Student Assistance Program (SAP) two years ago that assists mainly students with personal and psychological problems. In the School of Medicine there are various counseling programs some of which were started 25 years ago to assist students. The SAP program augments a full time psychologist, Dr. English, who is available for the students. Paul Tennant commented that SAP has been recently publicized on campus and students are accessing it. Dr. Wall added that SAP provides anonymity to the students and they can access it on line or in person.

Dr. Levy stated that immediately following the Virginia Tech tragedy, the security people from each campus met in Nashville to assess security needs on each campus. He stated that at that time, his office sent a questionnaire to the student affairs office on each Campus to determine what was being done for student counseling. Each Campus responded with its various programs and it was clear that programs were handled differently among the campuses. He stated that tomorrow morning the student affairs officers will meet in Knoxville to discuss

what works or could be improved for each of their programs.

Dr. Dunagan discussed the resources for students at UTM. He stated that one of the challenges of the program was just making the students aware of the resources available to them. He stated that UTM informs students of the counseling programs during summer orientation. He stated that freshman peer counselors and faculty advisors also inform students of counseling services. The programs provide a place for students and faculty to report troubled students.

Mr. Stokely asked what would happen if a situation similar to what happened at Virginia Tech were to occur--where a faculty member reported the student's disturbing psychological behavior however nothing was done. Dr. Levy responded that that it would be possible to remove the student and added that this topic would be discussed further at the student affairs officers' meeting tomorrow. He stated that a question arises as to who decides whether the student, faculty or employee is a threat. Dr. Gross stated that on the Knoxville campus the faculty have addressed concern about knowing who to call and what actions to take. He stated that the Faculty Senate was told that if a faculty member has concerns about a student and takes that concern to the Dean of Students, then a counseling session would be required for that student. Dr. Levy noted that the required counseling session would be true for all campuses. Mr. Jackson asked whether students would know who to call or where to go to report threatening behavior. Dr. High responded that unfortunately they probably would not because that information needs to be better publicized. She added that the Administration and Campuses are working on a plan to better publicize that information. The Chair asked Dr. Levy for a summary report from the meetings of the campus student affairs officers for reporting troubled students and counseling services.

Dr. Daniel discussed steps taken by UTSI. He stated that UTSI provided each faculty and staff member with a card with a cell phone number to immediately contact UTSI security. He stated that each security member has access to that particular cell phone number. He explained that not all of the students have received the card yet, because many students are part time or are distance students who are not physically on that campus.

Dr. Crabtree discussed steps taken by UTK. He stated that each of the campuses has several programs available and he would like to highlight one on the Knoxville Campus. He stated that UTK has had a protocol for dealing with distressed students for sometime but is currently improving that protocol. One thing that is being worked on is implementing a case management team. For example, one of the issues in the case of Virginia Tech was arguably the lack of

communication among the professionals dealing with the troubled student. Dr. Crabtree stated that implementing a case management team would enable UTK to keep track of reports and assistance for distressed students. He stated that this would require hiring an additional person for this position. He stated that UTK is also working on a card that will be distributed to everyone on campus with the phone numbers needed for an emergency or to report troubled behavior. He described an emergency alert system recently implemented by the campus. He stated that UTK contracted with e2campus to provide immediate text alerts to students, faculty and staff who sign up for the notification system. Everyone will be encouraged to sign up immediately. He added that the campus signed up for this service within 24 hours of the tragedy. In response to a question from the Committee, he stated that the text system would be used only for emergencies, and the information sent would inform recipients of what has happened and what they should do.

Dr. Brown discussed steps taken at UTC. He stated that UTC has also increased attention to communication to students and faculty about the counseling programs provided by the Campus. He stated that they have reviewed with faculty the protocols in place for dealing with troubled students. He stated that a telephone line has been installed in every single classroom that goes directly to the police department. He stated that the student officers are helping to get the word out to students about the counseling programs available to them. He discussed a fee increase before the Board at this meeting that was requested for health services that will in part support additional counseling staff.

## **VI. UPDATE ON STUDENT INFORMATION SYSTEM**

The Chair called Dr. Linda Painter to discuss the Student Information System (SIS). She stated that today, students and parents expect to be able to access all pertinent information via the web. In order for universities to meet this expectation they must have good electronic information. The UT System has never had an integrated, flexible web based information system. In 2005 a system wide committee decided that UT should adopt a common student information system. Last year, Banner System, a national leader in student information systems was chosen as the system for UT. UTM is already using this system for the student information and financial aid information. UTK uses the system for financial aid but chose not to use the system for student information in 2002 due to functionality gaps. Those gaps in the earlier versions have been resolved in the later versions. When the new system is implemented across the UT campuses, it will reduce the need to support so many different systems and significantly improve reporting and analytic capabilities. It will also provide students at one Campus a better way to access opportunities at another UT Campus. This implementation will also serve as the basis for UT to revise and streamline many existing procedures. Dr. Painter updated the Committee on where we are in the process of implementing the system. She stated that a

vendor, Sungard, has been chosen to begin planning, readiness assessment and business process analysis. This will be done over the next few months and implementation of the project will last several years. Dr. Levy added that we will be able to use some of the systems we have now in addition to Banner. He stated that this will be the case for UTHSC. Dr. Wall noted that a recent hire at UTHSC will be assisting in implementing a system most recently put in place at Vanderbilt. Dr. Gross requested the range of cost for this system and time commitment for campus staff versus system staff. Dr. Painter stated that the cost of the system is still being negotiated but could be around \$13-14 million for all four campuses. She stated that they reviewed Purdue and TBR's costs and work hours to implement Banner. As far as resources, she stated that on the Knoxville campus there are thirty to forty people involved in the project. There has also been assistance from IT at the System level. Dr. Painter stated that she would be available to answer further questions after the meeting.

## **VII. APPROVAL OF REVISED COMMITTEE NAME AND CHARTER**

The Chair stated that the mission of the Committee has been aligned with aspects of the Strategic Plan pertaining to student access and student success. She proposed that the name of the Committee and the description of the Committee's responsibilities in the charter be revised to reflect the Committee's expanded role. The Chair noted one correction for the charter, in the section 'Composition of the Committee' on page 3, the voting members should also include the voting student Trustee and voting faculty Trustee and the non-voting members should also include the non-voting student Trustee and non-voting faculty Trustee. The Chair called for a motion on the new name, the Academic Affairs and Student Success Committee, and the revised charter. Mr. Schledwitz moved approval of the revised Committee name and charter. The motion was duly seconded and unanimously approved.

## **VIII. PROMULGATION OF UT KNOXVILLE HOUSING RULES UNDER TENNESSEE UNIFORM ADMINISTRATIVE PROCEDURES ACT**

Dr. Crabtree stated that the revisions to the campus housing rules are essentially for the purpose of separating policy from procedure. The State requires the adoption of housing policies. A review of the campus housing rules indicated that many of the current regulations were "operating procedures" that do not require inclusion in TUPUA. He reviewed the revisions with the Committee. Dr. High added that last February all the campus housing officers met and there are efforts underway for each of the Campuses to make similar changes. The Chair called for a motion to recommend the Board approve the promulgation of UT Knoxville Housing Rules Under Tennessee Uniform Administrative Procedures

Act. Ms. Castleman moved approval of the proposal. The motion was duly seconded and unanimously approved.

**IX. APPROVAL OF REVISED CONDITIONAL ADMISSION POLICY (UTC)**

Dr. Brown discussed the current conditional admission policy, the proposed conditional admission policy and the rationale for the requested revisions. He stated that the changes are proposed in the spirit of academic rigor and student success. He stated that they have been approved by the Faculty Senate and would be effective for fall semester 2008. In response to a question from the Committee, he stated that 18% of the freshman class was admitted under the conditional admission program. He stated that approximately 5000 students applied last year and 1782 were accepted. Dr. Levy stated that 18% was comparable to the percentage admitted by UTC peer schools. Dr. Brown discussed the demographics, diversity and academic progress of students admitted under the conditional admission policy. The Chair called for a motion. Ms. Blackburn moved approval of the revised conditional admission policy. The motion was duly seconded and unanimously approved.

**X. APPROVAL OF REVISED UNDERGRADUTATE CONTINUATION GPA (UTC)**

Dr. Brown next discussed a change to the undergraduate minimum good-standing requirement to be a 2.0 GPA. This replaces a graduating scale of GPA's that allowed students to remain in good-standing with less than a 2.0 GPA. This proposal brings UTC into conformity with other campuses. Students who fall below 2.0 are placed on academic probation. They must then maintain a 2.0 in the current semester in order to continue. If they are not able to do so, they are suspended for one semester. They are able to appeal that suspension. Students needing extra assistance can receive various kinds of academic help at the offices of Special Services, Student Success Center, Writing Center, and Fresh Life Program. By intervening earlier, students' GPAs will not be so low that the students have increasingly unlikely chances to succeed. Ms. Blackburn asked if there are support services available to students admitted on a conditional basis. Dr. Brown stated that UTC has expanded services available to students in need of extra assistance and those services continue to be a work in progress. The Chair called for a motion. Mr. Schledwitz moved approval of the revised undergraduate continuation GPA for UTC. The motion was duly seconded and unanimously approved.

**XI. APPROVAL OF REVISED GRADUATE SCHOOL ADMISSIONS AND GRADUATION REQUIREMENTS**

Dr. Brown stated that the proposed revision will make admission into graduate programs more accessible for international students and will assist in our ability to share our master's program in engineering management with UTK and UTSI in

a new UT online delivery. He stated that the proposed revisions were approved by the Graduate Council and the Faculty Senate. The Chair called for a motion. Ms. Castleman moved approval of the revised graduate school admissions and graduation requirements. The motion was duly seconded and unanimously approved.

## **XII. APPROVAL OF REVISED COLLEGE OF LAW ADMISSION POLICY**

The Chair referred the Committee to the memorandum included in the meeting materials addressing the changes to the admission policy for the UT College of Law. Dr. Crabtree stated that these were important administrative changes. He stated that the first revision was to remove a preference for African American applicants as was formerly mandated under the Geier decree. The requirements will now reflect UT's commitment to the educational benefits of having a diverse student body. Secondly, the College of Law will use the highest LSAT score presented by applicants rather than the average. This was suggested by the American Bar Association and Law School Admission Council. Finally, he discussed three housekeeping changes endorsed by Law faculty in 2004 that should have been brought before the Board at that time for approval. The Chair called for a motion on the proposed revisions. Mr. Schledwitz moved approval of the revised College of Law Admission Policy. The motion was duly seconded and unanimously approved.

## **XIII. APPROVAL OF UT CLINICAL AND TRANSLATIONAL SCIENCE INSTITUTE (UTHSC)**

Dr. Wall discussed a proposal to create a UT Clinical and Translational Science Institute (UTCTSI). By combining many existing resources UTCTSI will move "basic" scientific discoveries into "applied" clinical research and education. This approach maps with the direction being taken by the National Institutes of Health allowing UTHSC to compete for large NIH grants. He stated that a grant application will be submitted to the NIH on October 1. The grant would transform the research culture of UTHSC, greatly impacting the students and patients. He discussed the importance of the NIH grant for UTHSC. He stated that schools not receiving NIH grants would eventually become "medical trade schools." After further discussion, the Chair called for a motion to recommend the proposal for Board approval. Mr. Schledwitz moved approval of the UT Clinical and Translational Science Institute. The motion was duly seconded and unanimously approved.

#### **XIV. APPROVAL OF MASTER OF LANDSCAPE ARCHITECTURE WITH MAJOR IN LANDSCAPE ARCHITECTURE**

Dr. Levy discussed the proposal to establish an intercollegiate program between the College of Architecture & Design and the College of Agricultural Sciences and Natural Resources. Dr. Levy circulated the excerpts from the out-of-state consultant's report on the new program. He stated that the consultant was very impressed by the proposal especially the coordination between the two colleges. Dr. Crabtree stated that no other comparable program exists in Tennessee and that Tennessee residents have had to enroll in less-desirable programs in other states. Both colleges are contributing resources. Most of the new costs are to hire faculty members, staff members and graduate students. Reallocations and anticipated revenues will cover much of the new costs. He stated that the MLA is a three year program and will provide certification. He stated that students could also seek an MS or MA and take classes for research offered within the program. Ms. Loughry complimented the collaboration between the two colleges for the creation of this program. After further discussion, the Chair called for a motion to recommend the proposal for Board approval. Ms. Blackburn moved approval of a program of study leading to the degree of Master of Landscape Architecture with a Major in Landscape Architecture. The motion was duly seconded and unanimously approved.

#### **XV. APPROVAL OF TENURE RECOMMENDATIONS**

The Chair referred the Committee to the Tenure Recommendations included in the meeting materials. Dr. Petersen reviewed the importance of tenure for faculty and their careers and for the University. He stated that tenured faculty are the most valuable resource for the University. Dr. Levy reviewed the summary definition of tenure for UT. He also reviewed the process that leads up to the request for Board approval for tenure. Dr. Levy stated that a list of faculty recommended for promotion is also included in the materials for informational purposes. A Board vote is not required for a faculty promotion. Professor Johnson stated that the summary and flow chart included in the materials would be a good resource for faculty at UTHSC. Dr. Levy stated that they would be added to the website for their reference. Mr. Schledwitz asked why tenure was granted for instructors. Dr. Levy stated that it has been done in the not very recent past on all of the campuses, particularly in Martin (due to its location). Dr. Rakes noted that these particular instructors had clauses for tenure in their appointment letters. Tenure for an instructor would otherwise be very rare. The Chair called for a motion to recommend Board approval for the tenure recommendations included in the meeting materials. Mr. Schledwitz moved approval of the tenure recommendations. The motion was duly seconded and unanimously approved.



## **XVI. APPROVAL OF COMPREHENSIVE LISTING OF ACADEMIC PROGRAMS**

The Chair referred the Committee to the Comprehensive Listing of Academic Programs included in the meeting materials. The Comprehensive Listing is UT's "inventory" of its academic programs. The Listing is organized by campus, college, department, major, submajor ("concentration," "option," "track," etc.), and degree. It is updated each June. Dr. Levy stated that approximately three programs are terminated for each one that is added. A Committee member asked how it was determined that programs be terminated. Dr. Levy stated that programs change as the world changes and administrators and faculty determine whether programs remain cost effective. Dr. Gross added that there are departmental reviews of programs and outside consultants are utilized to evaluate a program and this is in addition to accreditation reviews. Mr. Jackson asked why physical education was dropped over the years. Dr. Gross responded that there are many recreational facilities and programs for students supported by student funds. Enforcing physical education as a requirement has gone by the wayside at many universities, probably because of curricular pressure. The Chair called for a motion to recommend that the Board approve the comprehensive listing of academic programs as presented at the meeting. Ms. Loughry moved approval of the listing. The motion was duly seconded and unanimously approved.

## **XVII. AUTHORIZATION TO CONFER DEGREES**

The Chair referred the Committee to the memorandum included in the meeting materials. She called for a motion to recommend that the Board delegate to the President, the Chancellors, or another University official designated by the President full authority to confer degrees at commencements held anytime during the coming year. Mr. Schledwitz moved approval of the authorization to confer degrees. The motion was duly seconded and unanimously approved.

## **XVIII. OTHER BUSINESS**

The Chair called on Dr. High to update the Committee on the Shadow Day program, an opportunity for Trustees to shadow students for a day on the campuses. Ms. Loughry stated that Trustees are called on to make decisions for faculty and student life and it has been a while since the Trustees have spent time on Campus in the classrooms. She stated that this program is an opportunity to shadow a student and a faculty member for a period of time on any of the campuses. In the fall, she noted that she had an opportunity to take part in a shadow day. She stated that she visited the library, several classrooms and dorm rooms. She stated that she also had the opportunity afterwards to meet

with a small group of students. She recommended that Trustees choose a campus they are not the most familiar with. Each of the student representatives present at the Committee meeting described the program for their campus. Dr. High commended the student representative for their quick response and helpful feedback for this program. She discussed a sample day for a Trustee on a shadow day including two classes, meetings with small groups of students and a tour of campus. The Chair stated that the program provided an excellent opportunity for the Trustees to experience the campus with the students and to receive feedback from students. Dr. High would coordinate the Shadow Day opportunity for the Trustees and students.

#### **XIV. ADJOURNMENT**

There being no further business to come before the Academic Affairs and Student Life Committee, the meeting was adjourned.

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Robert A. Levy  
Vice President for Academic Affairs and Student  
Success