LAC Minutes
November 1, 2016

Present: Gail Barton, Gerald Chaudron, John Evans, Sylverna Ford, Shelia Gaines, Jill Green, Shanika Jones, Bess Robinson, Perveen Rustomfram, Archie Shelton, James Singleton, Lee Slack.

Absent: Elizabeth McDonald

1. **TLA Institutional Representatives – Bess Robinson/S. Ford**
   University Libraries will implement a competitive process to select two TLA Institutional Representatives. Each representative will get the same privileges as regular individual members. They will be able to request Personnel Development Funds to attend the TLA Annual Conference in Knoxville, TN, April 5 -7, 2017. Bess Robinson will send a draft of the guidelines for applying to become a TLA Institutional Representative to the council. Comments on the draft should be submitted by Friday, November 4.

2. **Firewalker Training – James Singleton**
   We will be scheduling Firewalker Training for faculty and staff in the library. We should have 2 or 3 Firewalkers assigned on each floor of the library, but all faculty and staff should attend an initial training session. Designated firewalkers will receive additional training.

3. **Installing Panic Buttons – James Singleton**
   A panic button is now installed at the RIS desk. We are considering installing panic buttons at the Circulation Desk and on each floor of the library. We are still developing a more comprehensive plan along with related costs.

4. **Voicemail Switch Over Check – S. Ford**
   If a caller dials your phone number and you don’t answer, it must be programmed to go to a specific number. If they choose not to leave a message, they may select the option of pressing zero for more information. Everyone needs to check their phone and make sure that this prompt leads you to a real number in the organization where more information may be provided. Otherwise, the caller will be forwarded to campus information.

5. **DOL Affected Positions – Update – S. Ford**
   We are still waiting to hear from HR and the Provost about the approval for adjusting salaries of Administrative Professionals in the library to meet the Department of Labor guidelines for exempt employees. Dean Ford will meet with HR and the Provost within the next two weeks to discuss how our positions compare to other positions in the same classifications.

6. **TBR Legislative Update – S. Ford**
   A document is attached to the minutes detailing the timeline for implementing the Focus Act which allows the university to separate from TBR and form its own governing board. Nominees for appointment to the board must be approved by the State Legislature. This
approval should happen in February or March, then the university board will officially meet in April. There are still some issues to be resolved.

7. Additional Agenda Items
   None

8. Announcements
   James Singleton
   The Math Library move will be completed by November 15. The shelving will be removed from the library and stored.

   John Evans
   Dr. Kenneth Haggerty is starting today in the Information Systems Department as the User Interfaces Librarian.

   Shelia Gaines
   Albert Adams is the new Collection Maintenance Supervisor. We will soon be posting the position he vacated.

   Gail Barton
   We have finished the biographies and the oversized; this will complete the entire library science collection inventory.

   S. Ford
   We need to do a complete inventory, but that is a major project that will require a lot of planning and time.

Meeting Adjourned: 9:52
Minutes Finalized: November 7, 2016
Legislative Update

by

Ginger Hausser, Director of External Affairs

TN Board of Regents

FOCUS-TRANSITION (Board)

- Governor announced last week his appointees to 6 University Boards.
- Goes to SACS in December
- By March anticipated legislative confirmation of new board members
- Late March THEC will do onsite campus orientations with each campus for board members.
- April Boards meet for first time.
- August 2017-THEC does statewide professional development with Board Members
FOCUS TRANSITION-Capital, Data & Procurement

- Capital Projects, Data Submission, and Procurement will continue to be coordinated by the TBR system office for all 46 institutions through Focus Transition Period.

- TBR will continue to submit system data to THEC through July 1, 2018. Capital Projects and Procurement will likely continue to be completed through system office through November 2017.

- Universities can send THEC their intent to take over capital and procurement functions in January 2017 and make a formal request as early as Summer 2017.

- Universities notifying THEC of intent to absorb data reporting function will have to make dual reporting (TBR and THEC) for fall 2017 and spring 2018 end-of-term reporting.

FOCUS TRANSITION

- University’s role in Academic Affairs
  - Submit annual institutional mission profiles
  - Ensure compliance with transfer and articulation provisions
  - Submit annual report on academic program terminations
  - Promulgate tenure policy for faculty
  - Develop procedures for termination of faculty for cause
  - Submit approval to THEC of new degree programs, academic departments or divisions

- Student success & institutional collaboration-THEC will convene chief academic officers prior to winter and summer THEC meetings.

- Finance & Data-Chief business and Institutional Research Officers will be convened biannually by THEC prior to fall and spring THEC meetings.
Student Immunizations  
by Gresham/Goins  
Public Chapter 841

- Creates an exemption for requirement of proof of immunizations for students who provide proof of prior or current military service
- Commissioner of Health agreed to continue working to decrease duplication of K-12 and higher education having to check immunizations records

Immunization Update
- TBR, Dept. of Health and Dept. of Education have been meeting to find ways to improve the access to immunization records and streamline the immunization record-keeping process.
- Pilot with some high schools (Chattanooga and Rutherford Co.) in this year to get parents’ release for seniors to get immunization records in Dept. of Health’s TennIIS system and improve higher ed’s access to TennIIS system.
- Each K-12 system has now identified an immunization coordinator. Parents received letters asking for permission to put immunization records in TennIIS system.
- Beginning to discuss ways for TennIIS to interface with Banner.
- We would like to see getting immunizations submitted as part of the TN Promise process and ideally have it input into TennIIS.
### Tuition Discounts and Fee Waivers

<table>
<thead>
<tr>
<th>Public Chapter</th>
<th>Description</th>
<th>Status</th>
</tr>
</thead>
</table>
| Passed, Public Chapter 910 | Directs THEC to create a task force for the purpose of reviewing all statutory tuition discount and waiver programs offered at public institutions. The task force will develop policy recommendations by December 15, 2016 for the General Assembly specific to increasing the programs' overall efficiency, accountability and cost-effectiveness.  
*Departments of Human Resources and Finance on task force, along with a representative from TBR, UT, THEC, and the Legislative Budget Office, member of house and senate.* | November 21-First Meeting |

### GUNS ON CAMPUS

- Permit holders may now have guns in car trunk or secured in car.
- Full time faculty and staff with permits may register to carry weapon on one’s person on campus.
- Expected-Bill to allow students with permits to carry on campus.
- TBR safety survey revealed faculty and staff are worried about non-police carrying on campus and are afraid of resulting violence on campus.
- National advocacy groups interested in helping fight the student carry bill.
OTHER ISSUES

- Legislation to allow campuses to be totally tobacco free including in all outside space.
- Teacher preparation
- Tuition caps
- Tweaks to Promise, Focus, Lottery Scholarships, Wilder Naifeh scholarship programs.
- Student and faculty freedom of Speech (FIRE)
- Student Due Process

National Discussions

- Improving college going rate (Drive to 55)
  - www.completetennessee.org
- Expanding performance-based funding
- Improving Community College Graduation Rates
- Close achievement GAP (minorities, low SES)
- Degrees in what (incentives for education in high need fields)
- Competency-based education using industry-recognized certifications.
- Better preparing students for workforce. (U.S. Chamber-Talent Pipeline Initiative)