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Faculty Senate Agendas and Minutes

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7-6-1987

### 1987 July 6 - Faculty Senate Agenda and Minutes

Faculty Senate, East Tennessee State University

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East Tennessee State University  
Box 23534A • Johnson City, Tennessee 37614-0002

AGENDA

FACULTY SENATE EXECUTIVE COMMITTEE MEETING

(any and all Faculty Senators are invited to attend)

July 6, 1987

Forum Room, Culp Center, 3:30 p.m.

- I. REPORTS
  - A. 1987 Summer Session Committee Actions
  - B. State Insurance Commission Meeting, Nashville  
June 9, 1987
  - C. ETSU Academic Council Meeting - June 11, 1987
  - D. UT Board of Trustees Annual Meeting, Knoxville  
June 18, 1987
  - E. Tennessee Consolidated Retirement System Board Meeting  
Nashville, June 25, 1987
  - F. State Board of Regents Annual Meeting, Morristown  
June 25-26, 1987
  
- II. PROSPECTIVE PRESIDENT'S MEETING  
Agenda Items Solicited  
City Manager Graduate Program Situation  
ETSU Faculty Grievance Procedure Study
  
- III. GRIEVANCE COMMITTEE ACTIVITIES  
Mass Communications Department Case  
Charles J. Stahl Case
  
- IV. FACULTY SUB-COUNCIL MEETING  
Potential Agenda Items
  
- V. OTHER BUSINESS



East Tennessee State University  
Box 23534A • Johnson City, Tennessee 37614-0002

## MINUTES OF JULY 6, 1987 FACULTY SENATE EXECUTIVE COMMITTEE MEETING

Although it was not an official Faculty Senate meeting, several faculty senators joined the committee to listen to reports and to discuss future activities.

### I. Reports

A. State Insurance Commission Meeting, Nashville, June 9, 1987  
Dr. Fisher distributed information on dental insurance. This will be available on a voluntary basis and details will follow.

B. UT Board of Trustees Annual Meeting was held in Knoxville, June 18, 1987. A handout of the order of business was distributed to senators. The approval of proposals to revise undergraduate admission requirements and undergraduate retention standards, effective Fall 1988, were noted. The approval of the proposal to increase for acceptance and progression requirements for the College of Business Administration, effective Fall 1987, was also called to Faculty Senators' attention.

C. Tennessee Consolidated Retirement System Board Meeting was held in Nashville, June 25, 1987. Dr. Bill Fisher, a TCRS board member, presented to the Board of Trustees, "Prospective Tennessee Public Higher Education Retirement Studies, 1987-88" with particular emphasis on the federal deadlines for changes according to the Tax Reform Act of 1986 and the state deadline for changes according to THEC.

D. State Board of Regents Annual Meeting, Morristown, June 25-26, 1987. Several items which were approved were increases in parking fees and post office box fees, a revision of the "one-trip" travel policy to a broader understanding of professional travel, a revision of leave policy dividing leave into different types - sick leave (with no mention of a sick leave bank now in effect at ETSU, MTSU and TTU), maternity leave, etc. It was noted that many of the Centers of Excellence which have been approved are business-related and there may be an unfair balance in that direction.

### II. Prospective Presidents' Meeting

Items for inclusion in a future meeting of the Faculty Executive Committee with Dr. Beller and Dr. Alfonso were:

A. City Management graduate program situation. (Dr. Ken Mijeski spoke to the senators on recent developments.)

- B. ETSU Faculty Grievance Procedure Study (inquire about outcome of recent Environmental Health case)
- C. Retired faculty cards
- D. Setting a date for a Fall Faculty Evaluation open meeting
- E. Malpractice insurance payment by students and faculty of health sciences areas.

Other material provided by Dr. Fisher for the senators dealt with a policy revision on ETSU faculty members receiving graduate degrees from ETSU and graduate council meeting agenda items.

A certificate was given to Dr. Lester Hartsell, faculty senator who is retiring.

Respectfully submitted,

*Carol B. Norris*

Carol B. Norris, Secretary

JUL 22 1987

Attendance:

Senators present: William Fisher, Carol Norris, Margaret Hougland, John Taylor, Lester Hartsell, Anne LeCroy, Gordon Ludolf, Al Lucero, Creg Bishop, Ruth Ketron, Frederick Waage, David Chi, Mark Airhart, Paul Monaco

Guests: Wilsie Bishop, Ken Mijeski

CBN/kja

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STATE GROUP INSURANCE PROGRAM  
DEPARTMENT OF FINANCE AND ADMINISTRATION  
SEVENTEENTH FLOOR, JAMES K. POLK STATE OFFICE BUILDING  
NASHVILLE, TENNESSEE 37219-5176

June 5, 1987

MEMORANDUM

TO: Members of the State Insurance Committee

FROM: Richard L. Chapman *RLC*

SUBJECT: Dental Insurance - Implementation

As Commissioner Manning has indicated to you, the State has reached agreement with HealthStream concerning the precise terms and conditions of their dental proposal. A summary of benefits that will be provided through the pre-paid and reimbursement options are attached for your information.

Since the successful conclusion of our discussions, representatives of the staff have held a series of meetings with HealthStream concerning implementation of the dental coverage for State employees. Based upon those discussions, this office proposes that the following implementation schedule be adopted:

For State Government Employees

June 23 - July 10 - Insurance Officer meetings *(Includes Higher Education Insurance officers)*  
July 15 - provide enrollment materials (plan description, summary letter from the Committee, application) to state employees  
July 15 - August 31 - open enrollment for all employees hired prior to or on July 1, 1987  
August - limited number of employee meetings  
September 30 - initial payroll deduction  
October 1 - coverage takes effect

*\** For Higher Education Employees

*\** September 15 - provide enrollment materials (plan description, summary letter from the Committee, application) to higher education employees  
September 15 - October 31 - open enrollment for all eligible employees hired prior to or on September 1, 1987.  
October - employee meetings  
November - initial payroll deduction  
December 1 - coverage takes effect

Memorandum to State Insurance Committee

June 5, 1987

Page 2

For employees hired after July 1 (for state government) or September 1 (for higher education) coverage would become effective on the first day of the month after the employee has worked three full calendar months. The Plan permits annual transfers between the pre-paid and reimbursement options each January and HealthStream has indicated that they are willing to hold an open enrollment each January; the first open enrollment would be conducted in the fall of 1988 to be effective January 1, 1989.

This office recommends your approval of the implementation schedule contained in this memorandum as it will permit the effective educational process for our employees and will ensure smooth implementation of the initial phases of the dental plans' operation.

Should you have any detailed questions concerning the coverage being offered or implementation of the program, please address them to this office.

RLC/shb

Attachment

Summary of Direct Service Plan

No deductible  
No calendar year maximum

Preventative Services Plan pays 100%/no waiting period

routine exams, bitewing and full mouth x-rays  
cleanings twice a year  
topical application of fluoride for children once per year  
general anesthesia -  
re-cementing of crowns and bridges

Basic Care Plan pays 80%/one month waiting period

fillings (amalgam, composite restoration, plastic)  
inlay and onlays  
removable acrylic space maintainers

Major Treatment

A. Plan pays 50%/one month waiting period

oral surgery  
extractions - simple and complex  
periodontics - treatment of gum diseases  
endodontics - pulp therapy and root canals

B. Plan pays 50%/six month waiting period

crowns  
pontics (bridges)  
dentures (full and partial)  
repairs to bridges and dentures

No Orthodontia

No benefits for service of a specialist or for services not performed by a participating dentist.

Monthly Premium

Individual	\$12.00
Family	24.00

Summary of Indemnity Plan

50 Deductible per person per calendar year  
(maximum \$150 per family)  
Calendar year maximum - \$1,000

Preventative Services Plan pays 100% of UCR/no waiting period

routine exams and bitewing x-rays twice a year  
full mouth x-rays once every two years  
cleanings twice a year  
topical application fluoride for children once per year

Basic Care Plan pays 80% of UCR/one month waiting period

fillings (amalgam, synthetic porcelain, plastic)  
simple extraction  
space maintainers

Major Treatment

A. Plan pays 50% of UCR/one month waiting period

oral surgery  
extractions - simple and complex  
periodontics - treatment of gum diseases  
endodontics - pulp therapy and root canals

B. Plan pays 50% of UCR/six month waiting period

crowns  
pontics (bridges)  
dentures (full and partial)  
repairs to bridges and crowns

Orthodontia Plan pays 50% of UCR/one year waiting period

calendar year maximum - \$250.00  
lifetime maximum - \$750.00

Monthly Premium

Individual	\$13.80
Family	36.80





AGENDA

STATE BOARD OF REGENTS

Regular Session  
9:30 A.M. - June 26, 1987

- I. Minutes of March 20, 1987 and April 15, 1987 Meetings
- II. Report of Interim Action
- III. Report of Committees
  - A. Committee on Vocational-Technical Education
  - B. Committee on Academic Policies and Programs
  - C. Committee on Finance and Business Operations
  - D. Committee on Personnel
  - E. Desegregation Monitoring Committee
- IV. Report of the Chancellor
- V. Reports of Presidents and Directors
- VI. Unfinished Business
- VII. New Business
  - A. Selection of a President at Tri-Cities State Technical Institute
  - B. Criteria and Process for Selection of a President at Nashville State Technical Institute
  - C. Naming of Facility at Chattanooga State Technical Community College
  - D. Naming of Facility at Middle Tennessee State University
  - E. Change in Date for December 1987 Board Meeting
  - F. Election of a Chairman and Vice-Chairman for 1987-88

NOTE: The Board will convene at 9:00 A.M. for a presentation by Walters State Community College.

PROPOSED REVISION TO STATE BOARD OF REGENTS POLICY NO. 4:03:03:00  
GENERAL TRAVEL

Current Section II. 2. b.

Travel to meetings and conferences of a professional nature which will increase the attending employee's usefulness to the System, provided that travel to such a meeting or conference shall be limited to one trip per fiscal year unless the employee is invited to deliver papers at more than one meeting, or unless the employee is an associated officer whose attendance is required at more than one meeting.

Proposed Revision of Section II. 2. b.

Travel to meetings and conferences of a professional nature which will increase the attending employee's usefulness to the System.

FUNDING STATUS OF SBR CHAIRS OF EXCELLENCE

REVENUE	FY 1985	FY 1986	FY 1987	CUMULATIVE
(1) Appropriations	\$5,000,000	\$5,000,000	\$7,500,000	\$17,500,000
(2) Interest through 4-30-87			1,016,000	1,016,000

\$18,516,000

EXPENDITURE STATUS

(1) MATCHED	FY 1985	FY 1986	FY 1987	CUMULATIVE
APSU	\$ 338,900 <sup>1</sup>	\$ 450,000 <sup>16</sup>	\$ 312,500 <sup>17</sup>	\$ 1,101,400
ETSU	625,000 <sup>12</sup>			1,250,000
	625,000 <sup>2</sup>			
MSU	625,000 <sup>3</sup>	625,000 <sup>7</sup>	625,000 <sup>9</sup>	8,750,000
	625,000 <sup>4</sup>	625,000 <sup>8</sup>	500,000 <sup>10</sup>	
			500,000 <sup>11</sup>	
			500,000 <sup>13</sup>	
			500,000 <sup>14</sup>	
			500,000 <sup>15</sup>	
			500,000 <sup>18</sup>	
			625,000 <sup>19</sup>	
			625,000 <sup>20</sup>	
			625,000 <sup>21</sup>	
			500,000 <sup>22</sup>	
			625,000 <sup>23</sup>	
MTSU	625,000 <sup>5</sup>	625,000 <sup>6</sup>	625,000 <sup>23</sup>	1,875,000
TSU				0
TTU				0
			SUB-TOTAL	\$12,976,400
(2) UNMATCHED ALLOCATION				
APSU	\$ 286,100 <sup>1</sup>	\$ 175,000 <sup>16</sup>		\$ 461,100
TSU	625,000			625,000
TTU	625,000			625,000
			SUB-TOTAL	\$ 1,711,100
(3) UNALLOCATED			SUB-TOTAL	\$ 3,828,500*

\$18,516,000

- 1 Roy Acuff Chair of Excellence in Creative Arts
- 2 Cecile Cox Quillen Chair of Medicine in Geriatrics and Gerontology
- 3 Chair of Excellence in Molecular Biology
- 4 Herbert Herff Chair of Excellence in Law
- 5 Jennings A. Jones Chair of Free Enterprise
- 6 John Seigenthaler Chair of First Amendment Studies
- 7 Morris F. Fogelman Chair of Excellence in Real Estate
- 8 Sales and Marketing Executives of Memphis, Inc. Chair of Excellence in Sales
- 9 Chair of Excellence in Accounting
- 10 Arthur Andersen and Co. Alumni Chair of Excellence in Accounting
- 11 Lillian and Morrie Moss Chair of Excellence in Philosophy
- 12 AFG Industries Chair of Excellence in Business and Technology
- 13 Herff Chair of Excellence in Biomedical Engineering
- 14 Bornblum Chair of Excellence in Judaic Studies
- 15 Wunderlich Chair of Excellence in Finance
- 16 Dorothy Harper/James and Myrtis Mobley Bourne Chair of Excellence in Business
- 17 Foundation Chair of Free Enterprise
- 18 Chair of Excellence in International Economics
- 19 Chair of Excellence in International Business
- 20 Chair of Excellence in Free Enterprise Management
- 21 Chair of Excellence in English Poetry
- 22 Herbert Herff Chair of Excellence in Computer Engineering
- 23 Adams Chair of Excellence in Health Care Services

\*The following actions impact the unallocated fund balance:

- (1) Anticipated September SBR action will require \$625,000 for a Chair at ETSU and \$1,250,000 for two Chairs at MTSU, and those funds are committed until that time.
- (2) ETSU will retain priority for a \$625,000 allocation for an additional chair until November 1, 1987, when - if a Chair and matching are not proposed - it will revert to the pool for reallocation.
- (3) TSU and TTU will each retain claim to \$625,000 each for funding a second Chair until June 30, 1988.
- (4) If all actions anticipated above are realized, the SBR fund balance for Chairs on January 1, 1988 will be \$78,500. This presumes that TSU and TTU will fill their chairs by that time.

STATE UNIVERSITY AND COMMUNITY COLLEGE SYSTEM OF TENNESSEE  
SUMMARY OF UNRESTRICTED AND RESTRICTED CURRENT FUNDS AVAILABLE AND APPLIED  
Proposed Budget 1987-88

Institution	Beginning Fund Balance	Unrestricted Revenues	Restricted Revenues	Total Revenues	Unrestricted Expenditures and Transfers	Restricted Expenditures and Transfers	Total Expenditures and Transfers	Ending Fund Balance
AFSU	\$ 1,325,600	\$ 24,531,200	\$ 3,463,000	\$ 27,994,200	\$ 25,056,800	\$ 3,463,000	\$ 28,519,800	\$ 800,000
ETSU	3,189,600	54,247,200	5,510,400	59,757,600	55,317,400	5,510,400	60,827,800	2,119,400
MSU	6,558,600	117,800,300	12,855,000	130,655,300	119,656,900	12,855,000	132,511,900	4,702,000
MTSU	2,192,900	60,972,400	5,930,000	66,902,400	61,044,200	5,930,000	66,974,200	2,121,100
TSU	542,000	42,373,000	13,338,400	55,711,400	42,347,400	13,338,400	55,685,800	567,600
TU	2,845,100	51,588,000	8,683,700	60,271,700	52,600,100	8,683,700	61,283,800	1,833,000
<b>Total Universities</b>	<b>\$ 16,653,800</b>	<b>\$351,512,100</b>	<b>\$ 49,780,500</b>	<b>\$401,292,600</b>	<b>\$356,022,800</b>	<b>\$ 49,780,500</b>	<b>\$405,803,300</b>	<b>\$ 12,143,100</b>
CSTCC	\$ 625,800	\$ 13,074,800	\$ 1,115,000	\$ 14,189,800	\$ 13,387,000	\$ 1,115,000	\$ 14,502,000	\$ 313,600
ClSCC	422,900	8,096,100	3,479,300	11,575,400	8,224,600	3,479,300	11,703,900	294,400
CoSCC	318,700	7,393,700	3,929,900	11,323,600	7,510,000	3,929,900	11,439,900	202,400
DSCC	180,300	4,295,200	3,564,500	7,859,700	4,330,100	3,564,500	7,894,600	145,400
JSCC	345,700	7,258,900	7,180,600	14,439,500	7,388,900	7,180,600	14,569,500	215,700
HSCC	366,100	6,351,500	2,935,900	9,287,400	6,569,900	2,935,900	9,505,800	147,700
RSCC	526,700	10,482,200	5,279,000	15,761,200	10,663,800	5,279,000	15,942,800	345,100
SSCC	697,300	13,148,000	2,277,500	15,425,500	13,494,700	2,277,500	15,772,200	350,600
VSCC	517,500	8,362,700	1,079,000	9,441,700	8,692,400	1,079,000	9,771,400	187,800
WSCC	282,500	9,948,900	5,711,500	15,660,400	9,967,700	5,711,500	15,679,200	263,700
<b>Total Community Colleges</b>	<b>\$ 4,283,500</b>	<b>\$ 88,412,000</b>	<b>\$ 36,552,200</b>	<b>\$124,964,200</b>	<b>\$ 90,229,100</b>	<b>\$ 36,552,200</b>	<b>\$126,781,300</b>	<b>\$ 2,466,400</b>
NSTI	\$ 783,100	\$ 10,285,500	\$ 1,006,100	\$ 11,291,600	\$ 10,679,900	\$ 1,006,100	\$ 11,686,000	\$ 388,700
STIK	159,500	7,536,200	1,396,600	8,932,800	7,515,300	1,396,600	8,911,900	180,400
STIM	589,300	18,187,900	7,699,300	25,887,200	18,170,800	7,699,300	25,870,100	606,400
TCSTI	362,500	5,399,100	530,000	5,929,100	5,534,000	530,000	6,064,000	227,600
<b>Total Technical Institutes</b>	<b>\$ 1,894,400</b>	<b>\$ 41,408,700</b>	<b>\$ 10,632,000</b>	<b>\$ 52,040,700</b>	<b>\$ 41,900,000</b>	<b>\$ 10,632,000</b>	<b>\$ 52,532,000</b>	<b>\$ 1,403,100</b>
AVTS	\$ 1,826,600	\$ 30,697,000	\$ 2,482,900	\$ 33,179,900	\$ 31,945,900	\$ 2,482,900	\$ 34,428,800	\$ 577,700
ETSU College of Medicine	\$ 451,100	\$ 16,479,700	\$ 1,814,600	\$ 18,294,300	\$ 16,643,700	\$ 1,814,600	\$ 18,458,300	\$ 287,100
ETSU Family Practice	391,700	3,758,300	432,500	4,190,800	3,758,300	432,500	4,190,800	391,700
State Board of Regents	110,000	3,328,000	719,300	4,047,300	3,428,000	719,300	4,147,300	10,000
<b>System Total</b>	<b>\$ 25,611,100</b>	<b>\$535,595,800</b>	<b>\$102,414,000</b>	<b>\$638,009,800</b>	<b>\$543,927,800</b>	<b>\$102,414,000</b>	<b>\$646,341,800</b>	<b>\$ 17,279,100</b>

ORDER OF BUSINESS  
1987 ANNUAL MEETING  
BOARD OF TRUSTEES  
THE UNIVERSITY OF TENNESSEE

June 18, 1987  
9:30 a.m.

Board Room  
Andy Holt Tower  
Knoxville Campus

- A. Invocation.
- B. Roll Call.
- C. Introductions.
- D. Approval of minutes:
  - 1. April 10, 1987 Executive Committee Meeting
  - 2. April 10, 1987 Special Board Meeting
  - 3. May 1, 1987 Executive Committee Meeting
- E. Election of Officers of the Board.
- F. Election of Officers of the University.
- G. Adoption of Resolutions.
- H. Report and recommendations of the President.
- I. Report of the Treasurer.
- J. Unfinished and miscellaneous business.
- K. Reports of special committees.
- L. Reports of standing committees (see attached list).
- M. New business.

FINANCE AND BUSINESS COMMITTEE

Mr. Ben S. Kimbrough, Chairman  
Vice President Emerson H. Fly

- 1. Adoption of the University budget for 1987-88.
- 2. Report on financial impact of Centers of Excellence.
- 3. Approval of policy regarding the employment and commissioning of campus security officers.
- 4. Approval of resolution on redesignation of Goodman Professorship Quasi-Endowment Fund and authorization of use of the Abe Goodman Fund.

5. Approval to write-off cash losses.
6. Review and approval of investment transactions for the nine month period ended March 31, 1987.

BUILDINGS AND GROUNDS COMMITTEE  
Mr. James A. Haslam, II, Chairman  
Vice President Emerson H. Fly

7. Approval of construction of an Alcohol and Drug Recovery Center at The University of Tennessee Medical Center at Knoxville and authorization for the University Administration to execute contracts within funds available at an estimated cost of \$3,400,000.
8. Authorization to donate land to the City of Chattanooga for street right-of-way purposes.
9. Authorization to sell gift property -- 1/12 undivided interest in a house and lot at 2108 South Parkway East, Memphis.
10. Authorization to sell the WUOT tower, transmitter building and easements.
11. Authorization to sell gift property -- estate of Dr. Stanley R. White.
12. Authorization to secure temporary financing to complete the Advanced Technology Laboratory Facility, UTSL.
13. Capital Outlay and Capital Maintenance projects funded by the 1987 Session of the 95th General Assembly.
14. Annual report of the Buildings and Grounds Committee.
15. Approval of the naming of the UT, Knoxville Nuclear Engineering Building for Dr. Pete Pasqua.

ACADEMIC AFFAIRS COMMITTEE  
Mrs. Ann B. Furrow, Chairman  
Vice President John W. Prados

16. Approval of the proposal to change the Division of Biomedical Engineering to the Department of Biomedical Engineering.
17. Approval of proposals regarding UT Chairs of Excellence.
  - a. Federal Express Chair of Excellence in Pediatrics
  - b. Semmes-Murphy Chair of Excellence in Neurology
  - c. Approval of Chair of Excellence proposals for UT, Knoxville
  - d. Approval of allocation of reserve Chairs of Excellence
  - e. Status Report on Chairs of Excellence

18. Approval of proposal to approve UT Policy on Commercialization (all campuses).
19. Approval of proposal to terminate major in Home Economics Education (UTM).
20. Approval of proposal to change name of department and curriculum from Home Economics to Human Ecology (UTC).
21. Approval of proposal to accept annual update of the UT Comprehensive Listing of Academic Programs (all campuses).
22. Approval of proposal to terminate MA degree with a major in Speech & Theatre (UTK).
23. Approval of proposal to establish the Ph.D. with a major in Health Sciences Administration. (UTM) ✓
24. Approval of proposal to terminate ME degree with a major in Nuclear Engineering (UTK).
25. Approval of proposal to revise undergraduate admission requirements, effective Fall 1988 (UTK). ✓
26. Approval of proposal to revise undergraduate retention standards, effective Fall 1988 (UTK). ✓
27. Approval of proposal to increase for acceptance and progression requirements for the College of Business Administration, effective Fall 1987 (UTK). ✓
28. Report on name change of Department of Marketing and Transportation to Department of Marketing, Logistics and Transportation (UTK).
29. Report on name-change of Department of Community Medicine to Department of Preventive Medicine.
30. Status Report on Quarter/Semester Transition (UTK, UTM).
31. Summary of Activities Report for Academic Affairs and Research Office.
32. Annual Report of the Academic Affairs Committee.

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33. Recommendations for tenure — all campuses.

HEALTH AFFAIRS COMMITTEE

Mr. Sam Cooper

Vice President James C. Hunt

34. Annual Report of the Health Affairs Committee.
35. Filing of Minutes of the December 4, 1986 Hospital Liaison Committee, UT Medical Center at Knoxville.

36. Approval of medical staff credentials review and additions, November, 1986 - March, 1987, UT Medical Center at Knoxville.
37. Approval of quality assurance activity reports for the period October - December, 1986, UT Medical Center at Knoxville.
38. Approval of revision to Medical Staff Bylaws at The University of Tennessee Medical Center at Knoxville.
39. Approval of protocol reviews and applicant approvals for The University of Tennessee Medical Center at Knoxville.
40. Filing of minutes of the November 6, 1986 Hospital Liaison Committee, UT Medical Center, William F. Bowld Hospital, Memphis.
41. Filing of minutes of the March 5, 1987 Hospital Liaison Committee, UT Medical Center, William F. Bowld Hospital, Memphis.
42. Approval of applications for appointment and reappointment to the medical staff at The University of Tennessee Medical Center, William F. Bowld Hospital, Memphis.
43. Approval of quality assurance reports for the period October - December, 1986 and January - March, 1987 for The University of Tennessee Medical Center at Memphis.

FACULTY AND STAFF AFFAIRS COMMITTEE

Mrs. Charlotte Parish, Chairman  
Vice President Emerson H. Fly

- (\*)
44. Approval of proposal to establish a flexible benefits plan with respect to group health care coverage for faculty and staff.

ATHLETICS COMMITTEE

Mr. Tom Elam, Chairman  
Executive Vice President Joseph E. Johnson

45. Annual report of the Athletics Committee.
46. Changes in UTK Athletics Board memberships.
47. Approval of revisions to the by-laws of the UT Martin Athletics Committee.

STUDENT AFFAIRS COMMITTEE

Mrs. Marcia Echols, Chairman  
Executive Vice President Joseph E. Johnson

48. Approval of rules changes for UT, Knoxville.

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49. Reports of other standing committees:

a. Agriculture Committee

Mr. James F. Harrison, Chairman  
Vice President W. W. Armistead

- b. Development, Alumni Affairs, and University Relations

Mr. Turner O. Lashlee, Chairman  
Executive Vice President Joseph E. Johnson

c. Public Service and Continuing Education

Mr. Paul J. Kinser, Chairman  
Mr. Tom Ballard, Executive Director

50. Authorization for the Executive Committee to act for the Board.

51. Authorization for the President to confer degrees.

52. Report of costs incurred by the University in collecting delinquent accounts.

53. Report of graduates.

54. Report of gifts and grants.

55. Report of contracts.

56. Appeal of Cyrus Kamel.

N. Other business.

Proposal to Revise UTK Undergraduate Admission Requirements  
Effective, Fall 1988

Old Catalog Copy

In order to be admitted to UTK freshmen applicants must meet the following criteria.

Tennessee Residents:

1. High School GPA of 2.75 or greater (on a 4.00 scale) and report of test scores; or
2. High School GPA of 2.40 or greater, and ACT composite score of 15 or more (composite SAT of 700); or
3. High School GPA of 2.00 or greater, and ACT composite score of 18 or more (composite SAT of 780).

If the high school GPA is less than 2.00 and the ACT composite score is less than 12 (composite SAT of 600), admission is denied.

Any combination of High School GPA and composite test scores not listed above will be reviewed by the Campus Admissions Review Committee. Any applicant in this category will be notified by the Admissions Office and will have the opportunity to submit additional information in writing prior to an admissions decision. Factors other than test scores and grade point average such as the type of courses taken in high school, the pattern of grades, other activities and career goals are considered by the committee.

Out-of-State Residents:

1. High School GPA of 2.25 or greater, ACT composite score of 18 or greater (composite SAT of 760).

If the high school GPA is less than 2.25 and the ACT composite is less than 18 (composite SAT less than 780), admission is denied.

An out-of-state applicant who is denied admission because either the ACT composite score is below 18 or the HSGPA is less than 2.25 may make a written appeal of the decision to the Director of Admissions.

New Catalog Copy

Admission Requirements

Tennessee Residents - Automatic Admission

Tennessee residents will be admitted automatically if they meet the following criteria:

1. High school GPA of 2.75, or greater (on a 4.00 scale), and a minimum ACT composite score of 15 (minimum SAT composite of 700); or
2. High school GPA of 2.40 to 2.74, and a minimum ACT composite score of 17 (minimum SAT composite of 750); or
3. High school GPA of 2.00 to 2.39, and a minimum ACT composite score of 19 (minimum SAT composite of 810).

If the high school GPA is less than 2.00, admission is denied.

Tennessee Residents - Alternative Admission

Any combination of high school GPA and composite test scores not listed above will be reviewed automatically by the Campus Admissions Review Committee. Any applicant in this category will be notified by the Admissions Office and will have opportunity to submit additional information in writing prior to the admissions decision. The admissions decision takes into account all available information, e.g., high school grades, ACT/SAT scores, recommendations from the principal/guidance counselor, leadership qualities, exceptional talents, accomplishments, career goals, and personal qualities. The most important of these is the high school record.

Any applicant who is denied admission may make written appeal to the director of admissions.

### **Out-of-State Residents - Automatic Admission**

Out-of-state residents will be admitted automatically if they meet the following criteria:

1. High school GPA of 3.00, or greater (on a 4.00 scale), and a minimum ACT composite score of 15 (minimum SAT composite of 700);
2. High school GPA of 2.25 to 2.99, and a minimum ACT composite score of 19 (minimum SAT composite of 810).

If the high school GPA is less than 2.00, admission is denied.

### **Out-of-State Residents - Alternative Admission**

Any combination of high school GPA and composite test scores not listed above will be reviewed automatically by the Campus Review Committee. Any applicant in this category will be notified by the Admissions Office and will have an opportunity to submit additional information in writing prior to the admissions decision. The admissions decision takes into account all available information, e.g., high school grades, ACT/SAT scores, recommendations from the principal/guidance counselor, leadership qualities, exceptional talents, accomplishments, career goals, and personal qualities. The most important of these is the high school record.

Any applicant who is denied admission may make written appeal to the director of admissions.

Proposal to Revise UTK Undergraduate Academic Retention Standards

Old Catalog Copy

New Catalog Copy

**Undergraduate Retention Standards**

To be eligible to continue at The University of Tennessee, Knoxville, an undergraduate student must maintain a cumulative grade point average at or above the minimum acceptable level shown in the chart below.

Total Quarter Hours Attempted	Minimum Acceptable Grade Point Average
0-35.9	1.00
36-59.9	1.50
60-83.9	1.80
84 and above	2.00

A student whose cumulative grade point average falls below the minimum acceptable level in any quarter will be placed on academic probation for the subsequent quarter of enrollment. During the probationary quarter the student must attain the minimum acceptable cumulative average shown above, or a 2.00 average for that quarter, or be dropped from the University.

A student whose cumulative or semester grade point average falls below the minimum acceptable level of 2.00 will be placed on academic probation for the subsequent semester of enrollment. During that semester and any other semesters on probation, a student must participate in a special advising program in the dean's office of each college/school. If, while on probation, a student does not maintain a 2.00 grade point average for hours attempted each term, the student must meet with a committee appointed by the academic dean of the college/school of enrollment. This committee will determine the most appropriate academic action for the student, which may include suspension. A commitment from the student to accomplish the action recommended by the committee is expected.

**Proposal to Increase Acceptance and Progression Requirements  
for the  
UTK College of Business**

The following are proposals approved by the faculty to tighten our admittance standards due to overwhelming CBA enrollments:

1. An interim one-year policy to cut off acceptance of all transfer students from other senior colleges and all out-of-state two-year institutions with less than a 3.0 GPA. All denied applicants should be notified that should they choose to enroll in another UTK college, they will not be allowed to transfer to the College of Business Administration in the future, nor will they be allowed to enroll in business courses (other than those required in their "other" degree program). These students will not be permitted to pursue a degree program in the College of Business Administration. Estimated impact: loss of 100 students at lower division level (approximately 5%).
2. Increase the cut-off GPA for progression to the upper division courses to 2.75, effective with applications received after September 1, 1987 (3.2 to continue in Accounting). This proposed cut-off compares with the present cut-off of 2.4 in a prescribed 66 hours of coursework. Estimated impact: reduce by about 17% the number of students progressing to upper division.

The  
**TENNESSEE HIGHER EDUCATION FACULTY ASSEMBLY**  
UNIVERSITY OF TENNESSEE SYSTEM + STATE BOARD OF REGENTS SYSTEM

**PROSPECTIVE**  
**TENNESSEE PUBLIC HIGHER EDUCATION RETIREMENT**  
**STUDIES**  
**1987 - 88**

**Federal Deadline: Sunday, January 1, 1989**  
**Federal Tax Reform Act of 1986**

**State Deadline: Friday, December 30, 1988**  
**Tennessee Higher Education Commission**

**TCRS Board of Trustees**  
**Presentation**  
**Thursday, June 25, 1987**

**William J. Fisher**  
**TCRS Board Member**

FEDERALLY DIRECTED STUDY

A. Authorizing Source:

Federal Tax Reform Act of 1986

B. Documentation of Directive:

1. Chronicle of Higher Education  
October 8, 1986. page 25

"Colleges will be required to offer comparable benefits to all employees (beginning 1989)."

2. TIAA - CREF December 31, 1986 Letter  
Donald S. Willard Executive Vice President

"Colleges, universities, and other nonprofit organizations (except for churches) will be required, after 1988, to meet benefit plan design requirements similar to those required for plans in business and industry."

3. Commerce Clearinghouse Publication #45, October 19, 1986  
Explanation of Tax Reform Act of 1986

Pensions and Deferred Compensation  
Qualification of Plans  
Page 180, Section 618

"Effective dates - The changes in the minimum coverage rules are generally effective for plan years beginning after December 31, 1988."

"The IRS must issue before February 1, 1988, such final regulations as may be necessary to carry out the changes made to minimum coverage rules."

C. Goals:

Academe January - February 1987 issue  
Faculty Pensions Under the Tax Reform Act  
Alfred D. Sumberg, page 9

1. "Congress has revised pension provisions for nonprofit and for profit-making employees alike, seeking to further three purposes. First, it wants to tighten restrictions on the exploding private pension system that has emerged since the enactment of the 1954 Code."
2. "Second, it wants to assure that tax-sheltered pension plans are 'nondiscriminatory', in the sense that they benefit lowly and moderately compensated employees on an equal footing with highly compensated employees."

Q11

## How the New Tax Law Affects the Campuses

### Provisions that Affect Colleges

<b>Charitable Contributions</b>	<p>Lower tax rates will reduce the benefits taxpayers receive from charitable giving.</p> <p>Taxpayers who itemize can deduct the full amount of their contributions. Those who do not itemize cannot.</p> <p>Gifts of appreciated property must be included in calculating a stiff minimum tax for corporations and wealthy people.</p>
<b>Bonds</b>	<p>Public colleges can issue an unlimited amount in bonds for construction and renovation.</p> <p>No private college can have more than \$150-million in tax-free bonds outstanding.</p> <p>States will continue to be limited in the amount of tax-exempt bonds that they may issue to finance student loans.</p>
<b>State and Local Taxes</b>	<p>State and local sales taxes, which are widely used to pay for education, will no longer be deductible.</p> <p>Most state income, real-estate, and personal-property taxes will continue to be deductible.</p>
<b>Research</b>	<p>A new type of tax credit allows companies to write off the costs of sponsoring research projects at universities. The present credit does not provide any special incentive for sponsoring campus research.</p>
<b>Business Expenses</b>	<p>Companies can deduct 80 per cent of their expenses for business-related entertainment, such as tickets to college sporting events and concerts.</p> <p>Deductions for the leasing of "skyboxes" in stadiums will be gradually phased out.</p>
<b>Company-Paid Tuition</b>	<p>College tuition paid by companies for their employees will continue to be exempt.</p>

### Provisions that Affect College Employees

<b>Retirement Benefits</b>	<p>The amount that a college employee can voluntarily set aside through a tax-deferred annuity plan will be reduced from \$30,000 a year to \$9,500.</p> <p>Most college workers will have to pay a 10-per-cent penalty on money they withdraw from a tax-deferred annuity plan before they retire (beginning in 1989).</p> <p>Colleges will be required to offer comparable benefits to all employees (beginning in 1989).</p>
<b>Tuition Benefits</b>	<p>Tuition benefits for family members enrolled in undergraduate courses will continue to be exempt if offered to a broad range of employees.</p>
<b>Employee Expenses</b>	<p>Job-related expenses—ranging from journal subscriptions to work-related travel—that are not reimbursed may no longer be deducted unless they exceed 2 per cent of adjusted gross income.</p>
<b>Faculty Housing</b>	<p>College-provided faculty housing will continue to be tax-free as long as colleges can prove they are paid rent that is equal to at least 5 per cent of the home's "fair market value."</p>
<b>Home Office</b>	<p>Deductions will continue to be available, as long as the office is maintained for the convenience of the employer and is used regularly and exclusively to conduct business.</p>

### Provisions that Affect Students

review files. Franklin College was challenging the Equal Employment Opportunity Commission that files so that the agency investigate a discrimination

mic leaders hope a eventually will be ac-justices, because U.S. peals are divided on under what circum- files can remain confi- nure disputes (*The* umber 24).

e lawyers also would to clarify issues sur-ual-harassment com- se they say they are st sensitive and divi- y must handle. Among l issues: when employ- d liable for the actions and what kind of inter- s are required to avoid

#### Circumstances

uled unanimously last decision written by Mr. at sexual harassment in is a form of sex dis- rred by Title VII of the ct of 1964, which bars ias.

n. in *Meritor Savings* n (Case No. 84-1979), e VII bars harassment n offensive or hostile onment, even if it does rrect economic harm to nt.

indicated that employ- unaware that a supervi- sng employees might held liable for the har- it did not indicate the nstances in which that case.

could help minimize of being found guilty of d having to pay dam- other actions by pro- al policies and proce- vent harassment, the at the mere existence of res is not necessarily tect the employer, it

has not yet announced l hear another sexual- ase that has been ap- *Carney v. Whitaker* (1978), which questions right refuse to dis- allea harasser the ple who have lodged

ld Increase t. in 1987





**Teachers Insurance and Annuity Association  
College Retirement Equities Fund**

One Concourse Parkway/Suite 750/Atlanta, GA 30328-5346  
(404)399-5200 1 800 842-2003

Jerome C. Caveney  
Assistant Advisory Officer

May 29, 1987

Prof. William J. Fisher  
College of Business  
East Tennessee State University  
Box 24460A  
Johnson City, TN 37614

Dear Bill:

Thank you for the material you recently sent me which updates my information on activities in Tennessee concerning the State Retirement System. Please continue to keep me in mind.

I know of no new developments in this area; we are still waiting for IRS regulations to be published which may clarify the "comparability" issue. You may be interested to know that the ACE has set up an ad hoc committee to evaluate possible lobbying efforts concerning 403(b) in general and nondiscrimination tests in particular. If you wish to learn more about this committee, I suggest you write to Sheldon E. Steinbach, General Counsel for ACE (One Dupont Circle, Washington, D.C. 20036-1193). You may wish to coordinate your efforts with at The University of Tennessee.

I will be in touch whenever I hear of any new development.

Sincerely,

Assistant Advisory Officer

JCC/ss



**Teachers Insurance and Annuity Association  
College Retirement Equities Fund**

730 Third Avenue/New York, NY 10017 (212) 490-9000

**DONALD S. WILLARD**  
*Executive Vice President*

December 31, 1986

**TO ALL PARTICIPANTS:**

During congressional consideration of the Tax Reform Act of 1986, we asked you to contact your senators and congressman to seek their support in retaining certain favorable provisions of law pertaining to employer-sponsored pension plans and other retirement arrangements. You responded with an outpouring of letters and telephone calls that had a positive effect on the outcome of this legislation. Thanks to all of you who helped in this effort, the outcome is generally favorable to participants, participating institutions, and to TIAA-CREF, although not entirely satisfactory to all concerned.

The enclosed issue of The Participant describes in more detail the outcome of Congressional deliberation on various aspects of the law that most directly affect participation in TIAA-CREF pension and Tax-Deferred Annuity plans for the vast majority of TIAA-CREF participants. Included is a discussion of contribution limits, one of the subjects we wrote to you about. As for the other aspects of the new law on which we asked for your help,

- o TIAA-CREF's tax exemption has been retained on all employer-sponsored pension operations -- thus preserving these TIAA-CREF pension reserves for pay-out as retirement income to participants and affirming long-standing national policy not to tax employer pension plans at the plan level. (As with all pension plans, that portion of TIAA-CREF participants' annuity income resulting from employer and employee before-tax contributions and earnings will continue to be subject to federal income tax when it's received, as it was before the Tax Act became law.) The Tax Act also treats TIAA's insurance operations consistently with those of other insurers by making them taxable, as of 1987. However, taxation of these operations, which include life, health, and disability coverage, isn't expected to have a significant impact on insurance premiums, dividends, or benefits.
- o Colleges, universities, and other nonprofit organizations (except for churches) will be required, after 1988, to meet benefit plan design requirements similar to those required for plans in business and industry. We noted in our letters to you that these requirements may be burdensome for educational institutions. In a House-Senate Conference Agreement -- a document that expresses Congressional intent in the drafting of a law -- the Secretary of the Treasury is directed to issue regulations that take into account the special circumstances of educational and tax-exempt organizations in applying these rules.

In closing this chapter of our joint effort to preserve the integrity of your retirement arrangements, we thank you again for all your good help.

Sincerely,

*Donald S. Willard*

# Faculty Pensions under the Tax Reform Act

ALFRED D. SUMBERG

**F**or colleges and universities, the Tax Reform Act of 1986 reflects a philosophy that differs sharply from previous tax legislation. The 1954 Code protected the tax-exempt status of colleges and universities, stimulated generous tax-deductible contributions of money and property, encouraged the awarding of tax-free scholarships and fellowships to students, and provided employees with opportunities for tax-sheltered pensions and other fringe benefits. The 1986 Act, however, equates the nonprofit and profit-making sectors and converts the flexibility permitted to the nonprofit sector into the rigidity imposed on the profit-making sector. Now, viewed as a major American industry, colleges and universities are losing many hard-won advantages of the past several decades.

For faculty, the most visible change is reflected in the pension provisions of the 1986 Act. With respect to pensions, as with other aspects of the 1986 Act, faculty lose several special privileges which they have previously enjoyed. Congress has revised pension provisions for nonprofit and for profit-making employees alike, seeking to further three purposes. First, it wants to tighten restrictions on the exploding private pension system that has emerged since the enactment of the 1954 Code. With private pension plans holding an estimated \$1.4 trillion in assets in 1985, Congress wants contributions to all tax-sheltered pension plans, including 403(b) plans, to be used solely for pensions rather than for temporary tax-sheltered savings. Second, it wants to assure that tax-sheltered pension plans are "nondiscriminatory," in the sense that they benefit lowly and moderately compensated employees on an equal footing with highly compensated employees. To eliminate alleged abuses, Congress has moved to toughen the restrictions on all pension plans and to create uniform nondiscrimination requirements. Third, as part of a larger effort to discourage early retirement prior to the normal retirement age of sixty-five, it wants to discourage the use of the tax law as an incentive for early retirement.

**O**f special importance for faculty pension plans is the institution of nondiscrimination requirements, designed to prevent preferen-

tial treatment of highly compensated employees. The potential impact of these requirements may be clarified by a brief look at the history of faculty pension arrangements. In 1942, when the nation's employers found they had to offer new or expanded fringe benefits rather than salary increases to employees as a result of wartime wage controls, Congress approved tax legislation that regulated the type of employee pension, profit-sharing, and stock-bonus plans that qualified for favorable tax treatment. The 1942 law imposed rigid requirements in order to prohibit discrimination under the plans in favor of officers, stockholders, and highly compensated employees. Under the 1954 Code, the 401(k) plans (cash or deferred arrangements) became the most popular qualified plan. (Qualified plans are those that are required to meet all the tests provided under Section 401(a) of the Internal Revenue Code.) In 1958, as the number of faculty in higher education increased, Congress approved tax legislation that established minimal rules for the tax-deferred status of pension programs for employees of the nonprofit sector, specifically the employees of school districts, independent schools, colleges and universities. These nonqualified plans became known as Section 403(b) tax-sheltered annuities. (Nonqualified plans are not required to meet all of the tests applied under Section 401[a].) The great majority of faculty pension plans, including TIAA-CREF and SRA plans, fall into this category. The 1958 law encouraged flexibility in the development of pension plans for educational employees. As a result, it did not include the restrictive nondiscrimination provision of the 1942 law. Now in the 1986 Act the 401(k) and 403(b) plans will be subject to the same nondiscrimination requirements. A heavily augmented nondiscrimination provision, based on the experiences of the profit-making sector since 1942, has been imposed on the nonprofit sector in the belief that flexibility over the past three decades has permitted discrimination in favor of "highly compensated" K-12 teachers and college and university faculty. Implementation of the new requirements may require major restructuring of institutional pension and retirement plans.

The potential impact of the new nondiscrimination requirements is devastating for faculty. The faculty's pension program is central to institutional vitality, and its ability to survive in a form that serves the mutual interests of both faculty and institution is now in question. At the rare institution

ALFRED D. SUMBERG is associate general secretary and director of government relations of the AAUP.

*“With respect to pensions . . . faculty lose several special privileges that they have previously enjoyed.”*

where all employees—including faculty and staff alike—participate in a single plan equally, there should be minimal problems. But most institutions have complex pension programs involving different plans for different categories of employees. Each plan may have its own requirements and each may have a different impact on the individual’s decision to retire. The starkest scenario that looms on the horizon involves the large public university at which faculty and academic administrators have a TIAA-CREF option and the remainder of the university’s employees participate in a state retirement system that has a defined benefit (or a Section 457) plan. The TIAA-CREF retirement plan includes a salary reduction agreement and permits maximum tax-deferred contributions currently permitted for 403(b) annuities and defined contribution plans. It also permits “catch-up” contributions for those who contributed less when they earned much less. Faculty are vested immediately. They may contribute under the salary reduction agreement to a supplementary retirement account, from which they are permitted to withdraw funds without penalty. If they take a sabbatical or accept a visiting professorship they may continue to contribute to their TIAA-CREF account. If they leave the university their TIAA-CREF plan accompanies them intact. If they decide to retire early their annuity is available to them in several options. The state retirement plan, on the other hand, is likely to deny these options to all other nonfaculty employees of the university.

As of January 1, 1989, the central question will no longer be whether the faculty plan provides adequate retirement benefits. The new question is whether or not it discriminates in favor of highly compensated employees. The answer will depend upon application of the new nondiscrimination tests for coverage, vesting, contributions, benefits, and perhaps Social Security integration to all of the employees of the institution. Does the faculty plan meet *all* of the tests? Then it will be necessary to apply the new aggregation and comparability rules to both types of plans. Again, does the faculty plan discriminate in favor of highly compensated employees? Given the inevitability within our institutions that faculty members and administrators will make up the highly paid group, can we avoid the conclusion that a given plan is constituted in a form designed to protect the particular interests of faculty and administrators? Based upon test results, a board of regents may determine that the

institutional pension program is either currently discriminatory or potentially discriminatory, and may require that faculty abandon the TIAA-CREF option and join the state retirement system. Similar changes may occur in other types of institutions, both public and private.

**A**s we review the new law, we will see that virtually all aspects of faculty pension plans are affected. The transition period begins on January 1, 1987, when new restrictions are applied to the level of contributions, to early withdrawals, to access to IRAs and 401(k) plans, and to forward income averaging. On January 1, 1989, early withdrawals will be prohibited and a mandatory minimum distribution requirement will go into effect. Nondiscrimination requirements will be applied to Section 403(b) plans and a set of procedures will be in place to test the comparability of multiple plans.

Effective January 1, 1987

1. Section 403(b) plans become *de facto* qualified plans subject to most of the restrictions applied under Section 401(a). Some restrictions will be applied to 403(b) plans immediately while others, particularly the new nondiscrimination requirements, will become effective on January 1, 1989. Fewer changes will be required for Section 457 plans, which are nonqualified plans, currently established by some state and local governments, but rules currently applied to Section 457 plans will now be applied to all tax-exempt employers.

2. Maximum employee contributions to Section 403(b) plans will be immediately reduced, but new limits on employee and employer contributions will be tied to the Consumer Price Index (CPI). Currently, three factors determine contributions to tax sheltered plans: (1) the calculation of the employee’s contribution by using current compensation, the number of years in the current plan, and previous contributions by the employer; (2) because 403(b) plans are normally defined contribution plans the overall contributions of employees and employers are limited to the lesser of \$30,000 or 25 percent of compensation; (3) Section 403(b) employees are entitled to make “catch-up” contributions beyond current limits to make up for low contributions made earlier in their careers. Under the 1986 Act the employee’s contribution under a salary reduction agreement will be limited temporarily to \$9,500. The new limit will be tied

STATE DIRECTED STUDY

A. Authorizing Source:

Tennessee Higher Education Commission

B. Documentation of Directive:

April 24, 1987 Meeting  
Tennessee Higher Education Commission

Master Plan for Tennessee Public Higher Education  
1987 - 1993  
Dr. Lucius Ellsworth, Chair

C. Goal: VIII. Attract and retain able and dedicated faculties and staff. page 28

"Review and refine the existing retirement programs to ensure adequate credit for out-of-state employment thereby making this benefit more attractive."

"On the basis of a study involving the governing boards and the State Department of Personnel, develop early retirement plans for faculty and staff. (Report by the Commission to be completed by December 30, 1988.)"

D. Prospective Study Group Membership Possibilities

1. UT Board of Trustees Representation
2. State Board of Regents Representation
3. State Department of Personnel Representation

E. Specific Agenda Items:

1. Review and refine the existing retirement programs
2. Ensure adequate credit for out-of-state employment
3. Develop early retirement plans for faculty and staff (higher education segment)

F. Report Deadline:

Friday, December 30, 1988

G. Decision Making Body

Tennessee Higher Education Commission

- A. Identify and recruit more older students through increased cooperation with the business community.
- B. Improve level and availability of stipends, scholarships, and loans.
- C. Encourage appropriate alternative standards for admission in addition to those based on undergraduate grades and standardized test scores.
- D. Contact students, especially minority students, early in their schooling or careers to encourage their interest in graduate and professional education through individual campus efforts and statewide initiatives, including an annual conference for potential minority applicants to be coordinated by the Commission.

**VIII. Attract and retain able and dedicated faculties and staff.**

- A. Encourage universities to provide incentives that promote excellence in teaching and scholarship.
- B. Promote opportunities for development, including faculty exchange programs with colleges and universities in other countries, retraining, and professional advancement, tailored to the character of individual institutions.
- C. Review and refine the existing retirement programs to ensure adequate credit for out-of-state employment thereby making this benefit more attractive.
- D. On the basis of a study involving the governing boards and the State Department of Personnel, develop early retirement plans for faculty and staff. (Report by the Commission to be completed by December 30, 1988.)

**IX. Support expanded, higher-quality research initiatives.**

- A. Provide release time and other faculty development opportunities, tailored to the individual campus.

STATE OF TENNESSEE



BOARD OF TRUSTEES  
TENNESSEE CONSOLIDATED RETIREMENT SYSTEM  
13TH FLOOR ANDREW JACKSON STATE OFFICE BUILDING  
NASHVILLE, TENNESSEE 37219

April 29, 1987

EX-OFFICIO MEMBERS

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State Treasurer  
Chairman of the Board

Gentry Crowell  
Secretary of State

William R. Snodgrass  
Comptroller of the Treasury

Hubert L. McCullough, Jr.  
Commissioner

Department of Finance & Administration

Darrell D. Akins  
Commissioner

Department of Personnel

Cletus W. McWilliams  
Executive Secretary  
Supreme Court of Tennessee

Steve Adams  
Director, TCRS

Secretary to the Board

Leonard C. Dunavant  
Senator, Chairman of the

Council on Pensions & Retirement

Shelby A. Rhinehart  
Representative, Vice-Chairman  
Council on Pensions & Retirement

ELECTED MEMBERS

State Employees'  
Representatives:

David L. Royster  
Department of Transportation

JoAnn T. Gibson  
Department of Human Services

Teachers'  
Representatives:

Ernest Hooper  
Middle Tennessee

William J. Fisher  
East Tennessee

Paul Drake  
West Tennessee

County Employees'  
Representative:

Ralph J. Harris

Municipal Employees'  
Representative:

William R. Cook

Dr. Lucius Ellsworth  
Associate Executive Director for Academic Affairs  
Tennessee Higher Education Commission  
501 Union Building - Suite 300  
Nashville, Tennessee 37219

Dear Dr. Ellsworth:

I was privileged to be present on Friday, April 24, 1987, at the THEC meeting on the State Tech campus at Knoxville. At that time I heard you orally comment upon the subject of retirement as well as other members of the Commission in reaction to one of THEC's five year goals. (See attached statement.) In that respect I would like to provide you with input and material which, I feel, is relevant to the approved stated goal.

1. I happen to be on the Board of Trustees of the Tennessee Consolidated Retirement System as a representative of the teachers of East Tennessee until June 30, 1989, and am the only member on that Board with background in Tennessee higher education. I was first elected to that position in 1980.

2. In the Federal Tax Reform Act of 1986 there were specific requirements relating to higher education retirement programs such as "Colleges will be required to offer comparable benefits to all employees (beginning in 1989)." (See attached statements.)

I have been advised by Mr. Steve Curry, the new TCRS Director, that if circumstances require state action, it will have to be done by the 1988 Tennessee General Assembly.

I am willing to offer my background and services in any way I can to facilitate your forthcoming proposed study.

Sincerely yours,

William J. Fisher  
College of Business  
East Tennessee State University  
P.O. Box 24471  
Johnson City, Tn 37614

cc: Steve Curry

STATE BOARD OF REGENTS

SUBJECT: Sick Leave

---

It is the policy of the State Board of Regents to protect all regular full-time and part-time employees against loss of earnings due to illness, injury, or incapacity to work, including illness or incapacity to work due to pregnancy, and to provide time off to employees in the event of serious illness or death of certain family members.

I. Eligibility to Accrue Sick Leave

1. Regular full-time employees and academic personnel, regardless of probationary status, shall be eligible to accrue sick leave.
2. Regular part-time employees, including academic personnel scheduled to carry less than a full teaching load or its equivalent, regardless of probationary status, shall be eligible to accrue sick leave on a prorated basis equal to the percentage of their employment to full-time employment.
3. Academic personnel whose service base is for less than 12 months (11, 10 or 9 month appointment) full or part-time, whether or not compensated over a twelve month period, shall be eligible to accrue appropriate sick leave.
4. Temporary employees shall not be eligible to accrue annual or sick leave. Temporary employees who are subsequently appointed as regular employees with no break in service and temporary employees who continue in service after completing six (6) consecutive months of service shall become eligible to accrue sick leave and shall receive sick leave balances accrued retroactively from the date of employment.
5. All full-time and part-time employees who are employed pursuant to funds available to the institution or school through grants or contracts are not eligible to accrue sick leave unless the grant or contract involved provides sufficient funds to cover the costs of such leave, or unless eligibility to accrue sick leave is approved by the presidents of the institution or director of the school.
6. Student employees shall not be eligible to accrue sick leave.

II. Eligibility for and Rate of Accrual of Sick Leave

1. Regular full-time personnel and full-time academic personnel,



whether employed on a twelve-month or nine-month service basis, shall accrue sick leave at the rate of 7.5 hours (1 day) for each month of actual service. Under no circumstances may a regular full-time employee earn more than 90 hours (12 days) of sick leave per year.

2. Regular part-time personnel and part-time academic personnel, whether employed on a twelve-month or nine-month service basis shall accrue sick leave on a prorated basis equal to the percentage of their employment compared to full-time employment.
3. Accrued days of sick leave shall be cumulative for all days not used.
4. Eligible employees shall accrue sick leave from the date of employment. (See Section I, item 4, providing for retroactive credit for temporary employees who subsequently become eligible to accrue sick leave.)
5. Eligible employees earn and accrue sick leave for each month upon completion of service for a major fraction thereof.
6. MODFY employees who are employed during the period which would normally be the non-duty period of their appointment shall accrue sick leave at the rate of 7.5 hours for each month of full-time employment. For part-time employment during that period, MODFY employees shall accrue sick leave on a prorated basis in accordance with item 2 of this section.
7. Notwithstanding any other provision herein which might be construed to the contrary, regular nine-month academic personnel shall accrue 67.5 hours (9 days) of sick leave for full-time employment for a full academic year and 22.5 hours (3 days) of sick leave for full-time employment throughout summer sessions.
8. Employees otherwise eligible to earn sick leave do not earn or accrue sick leave while on leave of absence.

### III. Use of Sick Leave

1. Sick leave is generally applicable to absences due to illness or injury to an employee, including illness or incapacity to work due to pregnancy, medical examinations and dental appointments.
2. Where an employee must be absent because of serious illness in the immediate family, sick leave may be granted by the appropriate approving authority. For purposes of this section, "immediate family" shall be deemed to include:

- (1) spouse; (2) children; (3) parents; foster parents and parents-in-law; and (4) other members of the family who reside within the home of the employee.
3. In instances of death of a member of the immediate family as defined in item 2 of this section, sick leave may be granted at the discretion of the appropriate approving authority for a maximum of 37.5 hours (5 days). In instances of death of one of the following relatives, sick leave may be granted at the discretion of the appropriate approving authority for a maximum of 22.5 hours (3 days): (1) brothers and sisters; (2) grandparents; (3) grandchildren (4) sons and daughters-in-law; (5) brothers and sisters-in-law; and (6) foster brothers and sisters.
  4. Sick leave may not be advanced.
  5. Sick leave may not be used by nine-month academic personnel for absences due to illness or injury during a summer session unless the employee has been physically present and actually commenced employment for the term in question.
  6. Upon prior approval of the Chancellor, an employee who is injured in the line of duty as a result of the commission of an assault upon him or her which disables the employee from performing his or her regular duties, may be retained on the regular payroll for a period not to exceed fourteen (14) days without being required to use any accrued sick leave. The length of time for such retention on the payroll shall be based upon a written statement from the attending physician that the employee is unable to perform his or her regular duties.

#### IV. Physician's Statement or Other Certification

An employee may be required to present evidence in the form of personal affidavits, physician's certificates or other testimonials in support of the reason for sick leave upon request of his or her supervisor or an appropriate approving authority. Sick leave may not be denied where an employee furnishes an acceptable statement from a licensed physician or accredited Christian Science practitioner, provided that the supervisor or approving authority may require additional documentation or statements from other physicians or accredited practitioners.

#### V. Exhaustion of Sick Leave

When the illness, injury or disability of an employee continues beyond the period of accumulated sick leave, the employee shall use any accumulated annual leave for continued absence. When an

employee has exhausted all accumulated sick and annual leave, he or she may be placed on leave of absence, if requested and found to be justifiable. (Policy No. \_\_\_\_\_)

VI. Separation of Employees with Accrued Sick Leave

Upon termination of employment, accumulated sick leave shall not be used as terminal leave, and the employee shall not be entitled to any lump sum payment for accumulated sick leave. If an employee is transferring to another state agency, his or her accumulated sick leave shall be transferred according to Leave Transfer between SBR Institutions and State Agencies. (Policy No. \_\_\_\_\_)

If an employee leaves the System or any other state service in good standing after having worked on a full-time continuous basis for at least one (1) full year and thereafter returns to service with the System on a full-time basis for six (6) continuous months, the employee shall be credited with all sick leave to which he or she was entitled at the time of the previous termination, provided certification of such entitlement is received from the previous employer if other than the new employer; provided further that if the employee has had any interim employment with the System or any other agency of the State of Tennessee for less than one (1) year, he or she shall not be disqualified from receiving credit for sick leave to which he or she is otherwise entitled because of his or her prior employment with the state.

Notwithstanding the above paragraph, if an employee of the System, or any other state service, leaves the employment of the state in good standing and becomes a full time state employee within six (6) months of the date of termination, the employee shall immediately be credited with all sick leave to which he or she was entitled at the time of the previous termination.

Employees who terminate due to retirement shall have all unused accumulated sick leave credited toward retirement. Sick leave transferred as creditable service may reduce the length of service requirements for retirement.

VII. Death of Employees with Accrued Sick Leave

Effective June 3, 1981, the estate of any employee, upon the employee's death, shall be paid for the employee's unused and accrued sick leave in the same manner as the estates of deceased employees are paid for annual leave.

## NON WARTIME MILITARY SERVICE CREDIT

### Buy In Time Procedure

1. Determine your present monthly base salary.

Example: \$ 2,000

2. Determine your total unclaimed non wartime military service time.

Example: 20 months

3. One month of retirement credit for each two months of military service.

Example: Total time twenty months = ten months of potential credit

4. Cost of buying in time computation procedure = 9% times your present monthly based salary.

Example: 9% times \$2,000 = \$ 180.00 per month of credit

5. Total cost of buying in 10 months of retirement credit

Example: \$180 per month times ten months = \$ 1,800

6. This total cost amount adds both to your time credit and monthly income.

7. This program available after July 1, 1987.

YOUR INFORMATION  
from  
ACADEMIC AFFAIRS



*Copy to all full-ti-  
faculty,  
For your info-  
A. Alfonso  
5/28/87*

RECEIVED  
MAY 21 1987  
PRESIDENTS OFFICE

**East Tennessee State University**

Office of the Vice President for Academic Affairs • Box 24490A • Johnson City, Tennessee 37614-0002 • (615) 929-4219

MEMORANDUM

Dr. William Fisher  
Management & Marketing

TO: Dr. Ronald E. Beller, President

FROM: *RJA* Robert J. Alfonso, Vice President, Academic Affairs COLLEGE OF BUSINESS  
DEAN'S OFFICE

SUBJECT: POLICY REVISION

MAY 27 1987

DATE: May 20, 1987

RECEIVED

On May 14, 1987 the Academic Council approved a recommendation related to our present policy on faculty members receiving a graduate degree from ETSU.

The current policy reads:

Faculty members may be admitted to the School of Graduate Studies through established procedures, or may enroll for graduate coursework on a nondegree basis. However, members of the full-time instructional, research, library, or administrative staff holding the rank of instructor or above are not considered eligible to receive a degree from East Tennessee State University.

In the event of difficulty in determining a specific individual's eligibility for degree program study, the case will be referred to the Associate Vice President for Research and Graduate Studies for evaluation. An evasion of these restrictions through part-time instruction, temporary resignation, acceptance of a non-academic position, or leave of absence is not permitted.

The recommendation states:

Faculty members may be admitted to the School of Graduate Studies through established procedures, or may enroll for graduate coursework on a nondegree basis. As a general rule, members of the full-time instructional, research, library or administrative staff holding the rank of instructor or above are not eligible to receive a graduate degree from East Tennessee State University. However, the Dean of the Graduate School will confer with applicants for whom such graduate study will be a special advantage to the university

PRESIDENT BELLER

PAGE 2

MAY 20, 1987

and when graduate study elsewhere is not feasible. Upon receipt of a positive recommendation from the Department Chair and Dean of the college or school in which the faculty member holds rank as well as the Department Chair where the graduate program is located, the Dean of the Graduate School may approve an exception to this policy. No evasion of this policy through part-time instruction, temporary resignation, acceptance of a non-academic position, or leave of absence will be permitted.

The deans have discussed this recommendation at length after a similar proposal was brought forth by the Graduate Council. This revision will allow us to make exceptions to our policy without creating a situation where faculty will enroll in large numbers in programs at ETSU.

This recommendation has my endorsement.

RJA:pp

APPROVED:

RJB

DISAPPROVED: \_\_\_\_\_

GRADUATE COUNCIL MEETING AGENDA ITEMS

1. What are the selection criteria and procedures for periodic Graduate Faculty evaluation?
2. Who makes the favorable or unfavorable decision to continue or remove a Graduate Faculty member?
3. Define what constitutes the concept of "scholarly activity" in the following areas.
  - a. Natural Sciences
  - b. Social Sciences
  - c. Education
  - d. Business
  - e. Health

INTERDEPARTMENTAL COMMUNICATION

TO: • Graduate Faculty  
    *RAC*

FROM: • Richard A. Crofts, Associate Vice President for Research & Graduate Studies

SUBJECT: •

DATE: • January 16, 1986

In the Summer of 1983, final approval was given by the Academic Council and Dr. Beller to our current guidelines for appointment to the Graduate Faculty. Those guidelines call for a periodic review (every six years) of those holding membership on the Graduate Faculty. The Graduate Council has now approved a procedure for that review which will be initiated this semester.

Approximately one-third of the members of the Graduate Faculty will be selected randomly to begin this process. Those selected will shortly be receiving requests for information to be considered in this review. Others will hear at a later date after the first stage is completed.

We will be seeking your cooperation as we begin this new process, which may at times be difficult and time consuming. It is, however, a process which has been urged upon us by outside agencies (including SACS) and one the institution has agreed upon.

Please let me know if you have any questions.

RAC:fs

cc: Dr. Ronald E. Beller  
    Dr. Robert J. Alfonso  
    Academic Deans



EAST TENNESSEE STATE UNIVERSITY  
SCHOOL OF GRADUATE STUDIES

Policy No. 2-1  
Date Aug. 15, '11  
Page 1 of 3

GUIDELINES FOR GRADUATE FACULTY APPOINTMENT

I. GRADUATE FACULTY RESPONSIBILITIES

Appointment to the Graduate Faculty is viewed as a commitment to excellence in graduate education and research in accord with the policies of the School of Graduate Studies.

- A. Graduate Faculty members are not limited to teaching graduate courses. However, only members of the Graduate Faculty will direct or teach graduate courses, including 4007 level courses. Any exceptions must be reported to the Graduate Council. Such exceptions may not extend beyond one semester.
- B. Only members of the Graduate Faculty are eligible to serve as Chairman or members of graduate student committees. Any exceptions must be approved by the Graduate Council.

II. MEMBERSHIP CRITERIA

Eligibility requirements for appointment to the Graduate Faculty include:

- A. Possession of the terminal degree (as defined by discipline) from an accredited institution.
- B. Demonstrated competency in teaching.
- C. Professional productivity as demonstrated by publications, research studies, scholarly activity, or research in progress at the time of appointment. (This should be based on criteria equivalent to the requirements for promotion and tenure.)
- D. Appointment at the rank of Assistant Professor or above.
- E. A definite interest in graduate work and a commitment to participate in the graduate program.

III. TYPES OF MEMBERSHIP

A. TEMPORARY

Faculty members who may not meet all the criteria for membership on the Graduate Faculty, but who have special competencies for conduct of the graduate program, may be recommended for temporary membership on the Graduate Faculty. This recommendation should be initiated by the graduate faculty of the department and should be approved by the Department Chairman and Dean of the College/School. Temporary appointment is for two years.

B. PROVISIONAL

Initial appointment to the Graduate Faculty of faculty members who meet all the requirements for membership shall be Provisional and shall be for a maximum of three years duration.

C. PERMANENT

Following service as a Provisional member of the Graduate Faculty, an individual may be awarded Permanent status. This appointment is subject to the provisions for Periodic Review as outlined below.

IV. APPLICATION AND APPOINTMENT PROCEDURES

- A. New members of the Graduate Faculty may be proposed to the Dean of the School of Graduate Studies at any time. These proposals originate from the Graduate Faculty of the department and are transmitted by the Department Chairman and the Dean of the School/College. Administrators are encouraged to expedite the appointment of qualified new faculty members at the time of employment.
- B. Applicants must complete an application form, attach a current vita, and return to the Departmental Chairman for review and approval by a committee composed of the Graduate Faculty members of the Department. The action of this committee is then acted upon by the Chairman and the Dean of the College/School prior to transmission to the Dean of the School of Graduate Studies.
- C. Appointment to the Graduate Faculty is made by the President of the University following nomination of the Graduate Council.

V. PERIODIC REVIEW

Since appointment to the Graduate Faculty is made as a consequence of an individual's documented scholarly activity, continuation of status is dependent on the continuation of this activity while serving on the Graduate Faculty. Thus, each permanent member of the Graduate Faculty will be reviewed according to those criteria used at the time of initial appointment in addition to criteria which demonstrate continued scholarly activity. The criteria should include evidence of: ongoing research; direction of dissertations and theses; service on graduate committees and active participation in graduate teaching. Student evaluation of effectiveness in these latter two roles is required. Periodic review will be conducted by the Graduate Council and will take place 6 years following appointment to Permanent status. Under exceptional circumstances, either the Dean or the Departmental Chairman directly responsible for the individual faculty member may petition the Graduate Council to undertake a non-periodic review at any time during the 6 year period.

## GRADUATE FACULTY APPOINTMENT

### I. Graduate Faculty Responsibilities

Appointment to the Graduate Faculty is viewed as a commitment to excellence in graduate education and research in accord with the policies of the School of Graduate Studies.

- A. Graduate Faculty members are not limited to teaching graduate courses. However, only members of the Graduate Faculty will teach graduate courses, including 4007 level courses. Any exceptions must be approved by the Graduate Council.
- B. Only members of the Graduate Faculty are eligible to serve as chairmen or members of graduate student committees. Any exceptions must be approved by the Graduate Council.

### II. Membership Criteria

Eligibility requirements for appointment to the Graduate Faculty include:

- >A. An earned doctor's degree.
- B. Demonstrated competency in teaching and professional productivity demonstrated by publications, research studies, creative work, or research in progress at the time of appointment. (Based on department criteria equivalent to requirements for promotion and tenure)
- C. Appointment at the rank of assistant professor or higher.
- D. A definite interest in graduate work and commitment to participate in the graduate program.

### III. Types of Membership

#### A. Graduate Faculty Membership

Faculty members who meet all requirements for membership may be recommended for full membership by the chairman of the department and the dean of the college/school.

#### B. Special Graduate Faculty Membership

Faculty members who are not qualified for full membership but have special competencies that are essential for conduct of the graduate program in a department, may be recommended by the department chairman and dean of the college/school for a special appointment. Special Membership is limited to one year.

IV. Application and Appointment Procedures

- A. New Graduate Faculty members may be proposed to the Dean of the School of Graduate Studies at any time by the college/school deans and department chairmen concerned. Administrators are encouraged to clear appointments of the faculty who are qualified at the time of employment.
- B. Applicants must complete an application form, attach a current vita and submit the material to the department chairman.
- C. The chairman of the department and the dean of the college/school will complete their reviews and recommendations and forward the application to the Dean of the School of Graduate Studies.
- D. Appointment to the Graduate Faculty is made by the President of the University on nomination by the Graduate Council.

APPLICATION FOR APPOINTMENT TO THE GRADUATE FACULTY  
EAST TENNESSEE STATE UNIVERSITY

Instructions

- A. Complete items 1-5
- B. Attach a current vita
- C. Return the application to your department chairman

1. Name \_\_\_\_\_ 2. Department \_\_\_\_\_

3. Academic Rank \_\_\_\_\_ 4. Appointment to ETSU Faculty \_\_\_\_\_  
(Year)

5. Highest degree earned  
College/University \_\_\_\_\_  
Major \_\_\_\_\_  
Degree \_\_\_\_\_  
Year earned \_\_\_\_\_

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Application Review (See attached policy)

A. Recommendation of Department

Type of Membership (to be filled in by Chairman of Department)

\_\_\_\_\_ Temporary  
\_\_\_\_\_ Provisional  
\_\_\_\_\_ Permanent

Comment:

\_\_\_\_\_  
Chairman's Signature

\_\_\_\_\_  
Date

B. Recommendation of Dean:

\_\_\_\_\_  
Dean's Signature

\_\_\_\_\_  
Date

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(Over)

Graduate Council Action

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Date of letter of appointment by the President

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