THE UNIVERSITY OF TENNESSEE

TITLE VI IMPLEMENTATION PLAN
2007-2008

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GOALS AND OBJECTIVES

Goals

The University of Tennessee seeks, as its Title VI goal to ensure that its instructional, research, public service programs and purchasing activities do not discriminate against participants on the basis of race, color, or national origin. Further, it is the goal of the University, through its rigorous implementation of policies and programs designed to expand the ethnic and gender composition of the student body, faculty, administrators, and staff, to be more representative of the diversity found within the population base of the state.

Major Objectives

The University has determined that the following strategies and plans for achieving the above goals will enhance compliance with Title VI:

An enforcement program for sub-recipients of federal funds was designed and implemented during 1995-96, including a questionnaire on Title VI compliance and a process to review that questionnaire for compliance. During 1996-97, both the enforcement program and the survey forms were reviewed and revised to ensure compliance and clarify the information solicited. During 1997-98, a follow-up procedure for sub-recipient surveys was implemented.

Currently, the University is considering changes to its purchasing policies, consistent with the Governor’s Executive Order No. 14, to better insure access to University contracts for goods and services by minority-owned and women-owned businesses.

Non-discrimination posters unique to the University of Tennessee were developed and are placed throughout the University to reflect the University’s commitment to and compliance with Title VI. Persons to contact regarding any complaints of Title VI noncompliance are identified on the posters. These posters will continue to be updated as needed.
Title VI brochures were developed and are distributed throughout the University to promote knowledge of Title VI and appropriate methods for redressing concerns. The brochure, printed in both English and Spanish was updated during fiscal year 2007 and will be kept current as needed.

University General Bid Conditions were updated to include the most recent EEO/AA statement, which includes reference to Title VI. Bid conditions for capital projects were revised to include a statement encouraging bidders to actively seek participation by minority-owned businesses. Additionally, contractors and subcontractors are required by bid conditions to maintain policies of nondiscrimination.
Overview of The University of Tennessee

The University of Tennessee is a state institution of higher education and is composed of the University of Tennessee Knoxville, the University of Tennessee Chattanooga, the University of Tennessee Martin, the University of Tennessee Health Science Center in Memphis, the University of Tennessee Institute of Agriculture, the University of Tennessee Institute for Public Service, and the University of Tennessee Space Institute at Tullahoma. Effective July 1, 2004, Dr. John D. Petersen became the 23rd President of the University of Tennessee. The President’s office is located on the eighth floor of Andy Holt Tower, University of Tennessee at Knoxville. Mr. Theotis Robinson Jr., Vice President of Equity and Diversity, continues to report directly to the President and serves as the Title VI Coordinator for the University system-wide.

The University’s primary missions are instruction, research, and public service with an emphasis on quality, information technology, financial stewardship and an aggressive commitment to the economic, social and cultural development of the State of Tennessee. Instructional offerings include undergraduate, graduate, professional and postgraduate work. Major research areas include agriculture, biotechnology, energy, and health sciences. In the public service area, the University supplies academic expertise to assist businesses, governments, agricultural producers, and rural and urban families. The University spans the State of Tennessee with a network of instructional, research, and service units located in every county.

The University of Tennessee is a recipient of federal financial assistance, and in accordance with the provisions of 42 U.S.C. § 2000d-4a, all instructional, research, and public service programs and activities of the University of Tennessee are subject to the prohibition of Title VI against discrimination on the basis of race, color, or national origin.
For the most part, the University of Tennessee is a recipient of federal financial assistance and not an agency through which federal funds flow to sub-recipients. The University generally receives minimal funds from a federal agency for distribution to other governmental entities or private entities. Therefore, the University’s primary duty under Title VI is to ensure that its own instructional, research, and public service programs and activities are provided without discrimination on the basis of race, color, or national origin. A secondary duty is to assure Title VI compliance by those sub-recipients of federal funds distributed through the University of Tennessee.

The University’s compliance with Title VI had been subject to the continuing jurisdiction and monitoring of the United States District Court for the Middle District of Tennessee in Geier, et al. v. Bredesen, a case filed in 1978 under Title VI to achieve the dismantling of Tennessee’s former de jure segregated system of higher education. In September 2006, the court found that the State no longer was operating a dual system of public higher education and the Geier lawsuit was dismissed.

Program Coverage: Budgets/Amounts of Federal and State Dollars

The University of Tennessee is a recipient of federal financial assistance, and all instructional, research, and public service programs and activities of the University of Tennessee are subject to the prohibition of Title VI against discrimination on the basis of race, color, or national origin. Although, the University receives minimal federal financial assistance to be redistributed to sub-recipients, there are some sub-recipients who receive federal funds through the University. Therefore, an enforcement plan for sub-recipients has been developed, a copy of which is provided in (Appendix A). Also included in (Appendix A) is a copy of the Title VI
Survey of Sub-Recipients of Federal Funds, the Assurance of Title VI Compliance form, and a Subcontract Checklist.

When the University contracts with an outside entity to provide instruction, research, or service programs for the University, the contract includes a provision against discrimination on the basis of race, color, or national origin (and all other classes protected by federal or state anti-discrimination laws) regardless of whether the contract directly involves federal financial assistance. Additionally, contracts with sub-recipients of federal funds contain a provision requiring compliance with Title VI.

(Appendix B) provides fiscal information for the period of 2005-2006 showing (a) unrestricted and restricted revenues including federal and state dollars allocated to the University of Tennessee; (b) and a schedule of federal agency dollars expended by the University and the amount distributed to sub-recipients; and (c) a detailed list of sub-recipients.

Sub-recipients of sponsored projects funded from all external agencies, including the Federal government, are primarily determined by the University’s project directors, and the sub-recipients' expertise and qualifications are often included in the University’s proposals to the external agencies. Their selection may be based upon various criteria such as project requirements, prior collaboration, expertise, and reputation in the field. In addition to sub-recipients receiving monies from Federal and other sources, goods and non-scientific services are procured by the University from other vendors in accordance with the University’s established policies and procedures.

For each Federal award exceeding $500,000, the Federal government may, at the election of the government’s representative, require that the University prepare a Small and Disadvantaged Business Utilization Plan, the purpose of which is to establish a goal for subcontracting a portion of the award to small and disadvantaged business concerns. Under such a Plan, subcontracting is not limited to scientific expertise; rather, it includes the purchase of
items such as miscellaneous supplies, travel, equipment, etc. As indicated above, such purchases must follow established University policies and procedures.

**Organization/Civil Rights Coordinator**

The University of Tennessee System is organized to effect compliance and implement civil rights enforcement by providing coordination of effort through the University Administration and placing responsibility for implementation at the campus level. Theotis Robinson, Jr., Vice President of Equity and Diversity, is responsible for the development and implementation of the University’s Title VI Plan and subsequent updates. He reports to the University President and is charged with providing overall direction and leadership to the University’s Title VI compliance activities. Mr. Robinson’s office is located at 827 Andy Holt Tower, Knoxville, Tennessee 37996, (865) 974-0518. As the University-wide Title VI Coordinator, Mr. Robinson serves as liaison with federal and state personnel on Title VI issues and concerns and is responsible for the University’s overall Title VI program.

In addition, each University campus and/or institute has a Title VI Coordinator who coordinates Title VI activities for that unit and monitors compliance with Title VI in accordance with federal and state laws. A list of Title VI coordinators, including addresses and telephone numbers, and a list of Title VI Coordinator responsibilities are provided as Appendix C. *All six Title VI Coordinators are African American.* Mr. Robinson works with the Title VI Coordinators at the respective campus and/or institute levels to help plan Title VI activities and identify needed professional development and training in Title VI compliance activities.
Civil Rights Policy and Guidelines

The ultimate responsibility for implementing the Title VI program at each campus or institute rests with the president, the vice president, chancellors and the campus coordinators. University policy in support of Title VI is found in Personnel Policy 220, Equal Employment Opportunity and Affirmative Action. Also, the processes for policy dissemination are found in the campus/institute affirmative action plans and in handbooks for students and staff. Guidelines for compliance with Title VI are found in existing University policies, guidelines, and reporting mechanisms as found throughout the appendices of this document. (Appendix D) provides examples of related policies and procedures to include:

- Personnel Policy 143, Recruiting (indicates that each campus/institute will develop procedures to fill staff exempt and staff non-exempt vacancies)
- Personnel Policy 220, Equal Employment Opportunity and Affirmative Action
- Personnel Policy 280, Sexual Harassment
- Personnel Policy 640, Grievances (method for resolution of problems that may arise between the University and regular, staff non-exempt employees)
- Discrimination Complaint Procedures—Knoxville (applies to any employee, student, applicant for admissions or employment or participant of a program or service)

The University’s policy against discrimination in its educational programs and activities is widely disseminated through inclusion of the nondiscrimination notice in University publications, contracts, catalogues, student handbooks, advertisements, and recruiting brochures, and, as referenced previously, for those situations where the University distributes federal funds to sub-recipients, the University has developed a Title VI enforcement program. This program includes a survey for sub-recipients, a mechanism to monitor responses, and a method to prevent future contracting with any sub-recipient who does not comply with Title VI requirements (Appendix A).
Definitions

Assurances: A written statement or contractual agreement signed by an authorized University official in which the University agrees to administer federally assisted programs in accordance with civil rights laws and regulations.

Beneficiaries: Those persons to whom the University provides instructional, research, or public service assistance, service, or benefits.

Compliance: The fulfillment of the requirements of Title VI and other applicable laws, and implementing regulations and instructions to the extent that no distinctions are made in the delivery of any service or benefit on the basis of race, color, or national origin.

Contractor: A person or entity that perform services for the University at a specified price.

Discrimination: To make any distinction between one person or group of persons and others, either intentionally, by neglect, or by the effect of actions or lack of actions based on race, color, or national origin.

Federal Assistance: Any funding, property, or aid provided for the purpose of assisting a beneficiary.

Noncompliance: Failure or refusal to comply with Title VI of the Civil Rights Act of 1964, other applicable civil rights laws, and implementing regulations.

Sub-recipient: Any entity (or individual) with which the University contracts to perform services funded in whole or in part by federal funds.

Staff and Budgetary Resources/Civil Rights Training

In regard to the University’s compliance with Title VI, the Title VI Coordinator for each campus and institute is responsible for coordinating compliance and training with respect to Title VI and civil rights statutes in general on their campuses. The University includes a reference to
Title VI requirements at each supervisory or other training session that covers nondiscrimination issues.

The Title VI Coordinators have periodic discussions with the University-wide Title VI Coordinator, which relate to training, guidance, relevant issues, and assistance in administering the University’s Title VI programs. Periodic meetings are held with Mr. John Birdsong, the State Title VI Coordinator, on an as-needed basis.

**Discriminatory Practices**

Examples of prohibited discriminatory practices specific to the University include:

1. Denial of admission on the basis of race, color, or national origin.
2. Assignment of on-campus housing or use of other facilities on the basis of race, color, or national origin.
3. Denial of academic or student support services on the basis of race, color, or national origin.
4. Denial of scholarships or other financial aid on the basis of race, color, or national origin (with the exception of court approved race-based scholarships under *Geier v. Bredesen*).
5. Discrimination in the recruitment, selection and employment of faculty and staff.
6. Discrimination in the provision of working conditions/environment.
7. Denial of any services, or other benefits for which individuals are otherwise qualified on the basis of race, color, or national origin.

**Federal Assistance/Guidance**

The U.S. Congress has delegated to the Department of Justice the responsibility for the enforcement of Title VI. The Department of Justice has further delegated enforcement responsibilities to other federal agencies. Annual state audits of uses of federal funds are conducted at the University of Tennessee. If inappropriate uses of federal assistance are found,
the discontinuation of federal funding could result. The University has received no assistance or dollars from federal agencies for developing Title VI guidelines or training in Title VI compliance.
Statement of Assurances

University contracts for educational programs or services contain a provision against discrimination on the basis of race, color, and national origin, as contained in Contract Standard Terms and Conditions, a copy of which is included in (Appendix E). Moreover, the University requires a statement of assurance, Assurance of Title VI Compliance, from all sub-recipients of federal funds that acknowledges compliance with Title VI (Appendix A). A Subcontract Checklist, which documents compliance by each Knoxville sub-recipient, is maintained by the University (Appendix A).

Public Notification

The University of Tennessee System notifies the general public of the University’s commitment to Title VI through the inclusion of a statement of policy in regard to nondiscrimination practices in all University brochures and publications made available to the public. A sample of this statement is provided as (Appendix F). Through student and employee recruitment activities, eligible persons who have been historically deprived of equal opportunity are encouraged to participate fully in the University’s educational programs.

Posters emphasizing the University’s commitment to compliance with Title VI are distributed and placed throughout the University. A copy of this poster is provided as (Appendix G). Additionally, a Title VI brochure has been developed presented in both English and Spanish. This information is included in (Appendix H). Each individual campus may also use other written information (brochures, hand-outs, etc.) outlining the University’s obligations and commitments to non-discrimination in the employment and education context.
The University of Tennessee at Knoxville (UTK) has placed the Title VI Plan on its official web site. The University’s Title VI Implementation Plan is also available for review in two area libraries: Knox County Public Library–Main Branch Reference Department and the University of Tennessee Hodges Library – Reserve Section. A copy of the Title VI brochure is included in every copy of Volume I of the Affirmative Action Plan, which is distributed to all department heads, chairs of the various campus commissions, and to other faculty, staff, and students upon request. The Title VI brochure, which is available in English and in Spanish, is also distributed upon request to groups and individuals. Title VI information is contained in the Office of Equity and Diversity (OED) brochure Federal Discrimination Laws: A Brief Summary. This brochure is widely distributed at educational workshops/training conducted on issues of affirmative action, equal employment opportunity, or diversity. Finally, in an effort to ensure that all newly hired persons at the Knoxville campus are aware of Title VI and other anti-discrimination laws as well as the University’s commitment to diversity, representatives from OED participate in the weekly orientation programs conducted by the Office of Human Resources. Informational materials about the OED, complaint procedures, and Title VI brochures (in both English and Spanish) are discussed and distributed to each newly hired employee.

The University of Tennessee Health Science Center, (UTHSC), has designated the Director of the Office of Equity and Diversity as the Title VI Coordinator in Memphis. All related Title VI issues for the Health Science Center campus and affiliated sites are managed by the Office of Equity and Diversity. The Title VI Coordinator, or a designee, represents UTHSC in various local organizations and attends regular meetings, information sessions, and conferences. One such organization is the Federal Contractor’s Liaison Association. In addition, members from Human Resources and other key business departments also serve as delegates to this organization.
To raise employee awareness, and to prevent violations, the New Employee Orientation Program includes a session on Title VI, work environment laws and institutional policies. A general overview of work environment laws and institutional policies are given as a formal presentation at each orientation session by members the Office of Equity and Diversity and Employee Relations on a rotating basis. Title VI brochures and other related information, are provided to every participant during this session. The rights and responsibilities of employees regarding Title VI is presented to the new employees, followed by a period for questions. Further, the brochure, and all orientation materials are accessible on the Human Resources website in the online orientation section.

The Institute for Public Service informs its customers of their rights under Title VI in a number of ways. All publications of IPS include the University’s nondiscrimination notice. All publications that include a registration panel also ask for voluntary disclosure of Title VI information for tracking purposes. Within the IPS, Title VI brochures and posters are available and displayed with other training materials in the agencies that conduct open enrollment training. Finally, all home pages of the Institute’s web sites display the Title VI notification.

The University of Tennessee Space Institute (UTSI) displays the University’s Title VI brochure on a table outside the Department of Human Resources and on the counter at the UTSI receptionist desk near the lobby. Most of UTSI’s contract work is done through the Knoxville Facilities Planning Office. For the contract work that comes through UTSI, the contractor(s) is given a copy of the Title VI brochure along with all other applicable policies. The Title VI brochure is distributed at the orientations for new students and for new employees and mailed once a year to all faculty, staff, and students. The Title VI poster is posted in several conspicuous places on the campus.

The University of Tennessee at Chattanooga (UTC) notifies the public of its commitment to Title VI through the distribution of the Title VI brochures, which explain the bidding process
for the University’s purchase of products and services and with a statement in all publications indicating that the University is an EEO/AA/Title VI/Section 504/ADA/ADEA employer. Title VI brochures are distributed to departments, individuals and clients through the Offices of Business Services, Operations, and Business and Financial Affairs. Meetings are held with minority contractors when new campus projects are about to go out for bids to review the process for bidding on a project and also to provide information regarding sub-contracting and other bidding related information.

The University of Tennessee at Martin (UTM) continues to require all contracted agencies to comply with Title VI. All contracts with agencies include a provision against discrimination on the basis of race, color, or national origin. All publications and job announcements contain the University’s anti-discrimination clause, which is as follows: The University of Tennessee at Martin is an EEO/AA/Title VI/Title IX/Section 504/ADA/ADEA employer. Title VI brochures and sexual harassment brochures are given to all candidates who interview for positions at the University of Tennessee at Martin. Title VI posters have been placed in plain view in all buildings throughout the University.

The University of Tennessee at Martin continued to be proactive in policies relative to admission of African American and other students of under represented groups and the employment of African American and other minority faculty. More specifically, the University intensified its efforts to recruit students from under represented populations. Further, the University made a concerted effort to employ African Americans and other minorities in faculty positions based on availability.

Compliance Reviews

In regard to entities that are sub-recipients of federal funds through the University of Tennessee, the procedures for both pre-award compliance and post-award compliance are
delineated in the University of Tennessee Title VI Plan. The University requests each sub-
recipient to complete and return a Title VI survey which is retained and reviewed by the
University Controller. The receipt of surveys is monitored and any questions that arise during
the review of the surveys are forwarded to a Title VI Advisory Committee for review and
disposition.

The majority of sub-recipients of federal funds through the University of Tennessee are
also direct recipients of federal funds, and therefore generally have preexisting Title VI
compliance obligations. Because of this, the assurance statement and self-survey methods have
been adopted to ensure compliance of the University’s sub-recipients.

Pre-Award Compliance: Each organization that receives a subcontract from the
University of Tennessee containing federal funds must sign an Assurance Statement that the
agency will comply with the requirements of Title VI in regard to the provision of educational
programs and services. The organization, by signing the contract, agrees to the following
provision included in the terms of the contract:

*The subcontractor shall comply with the requirements of Title VI of the Civil
Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age
Discrimination Act of 1975, Title II of the Americans with Disabilities Act of
1990, and if applicable, sponsor regulations, the provisions of which, and all
future amendments of such statutes and regulations, are incorporated by
reference as a part of this agreement.*

By signing the contract, the sub-recipient agrees to the Title VI assurance statement and has met
the pre-award criteria. No additional procedures or tests are applied.

Post-Award Compliance: In conjunction with A-133 sub-recipient monitoring, the
University will annually survey all sub-recipients for compliance with Title VI regulations. The
survey method was selected as an effective and expedient tool to gauge compliance given the
nature of the sub-recipients. The survey form is contained in (Appendix A). The surveys are collected, reviewed for Title VI compliance, and retained by the University Controller. If any of the survey responses indicate deficiencies, additional documentation of compliance will be requested from sub-recipients. Failure to answer any part of the survey will require follow-up action by the University. Any sub-recipient who indicates noncompliance with Title VI will be given written notice that the University will suspend, terminate, or reject future contracts with that entity, if the entity fails to correct the deficiency within a reasonable period of time. Any questions that arise which concern compliance deficiencies or the action to be taken by the University will be forwarded to an ad-hoc Title VI Advisory Committee for review and disposition. Such a committee will include, but not limited to, the Vice President of Equity and Diversity, Office of the General Counsel, appropriate campus Title VI Coordinator, the Vice President of Budget and Finance, Human Resources, Office of Academic Affairs, and the Controller. In addition, the University annually and, on a random basis, will access and review public documentation on the Internet concerning anti-discrimination policies of sub-recipients.

Complaints of Discrimination

Each campus and institute of the University has a discrimination complaint procedure, which indicates how the Title VI Coordinator will handle Title VI complaints at the respective campus/institute. An example of a campus discrimination complaint procedure is provided as (Appendix I). The University’s student handbooks, faculty handbooks, personnel manuals and affirmative action plans notify students and employees of the procedure for filing a complaint of discrimination on the basis of race, color, or national origin. The complaint procedure is also documented in the Title VI brochure (Appendix H).

During the time period from July 1, 2005, through June 30, 2006, no complaints were filed by employees and/or students against the University of Tennessee alleging discrimination based on race, color or national under Title VI. (Appendix J)
Data Collection and Analysis

Extensive data collection and analyses concerning the University’s compliance with Title VI are included in the Appendices. Included in (Appendix K) are data for UT, UTC and UTM as follows: Undergraduate enrollment by race by campus units from 2001-2006; progression of African American and white freshmen who return as sophomores from 2002-2006; African American and white undergraduate graduation rates from 2001-2005. Included in (Appendix L) is a list of degrees awarded by race and by campus. This information is used by the campuses to monitor the progress in recruitment and retention of minority students. UT has placed recruiting offices in Memphis and Nashville to ensure that the University is reaching out to all students in the state and, particularly, to broaden its efforts toward reaching minority students.

(Appendix M) provides a summary report of orders by UT, UTC, and UTM awarded to minority-, women-, and small-owned businesses for the fiscal year 2005-2006.

Extensive data regarding employment statistics and racial composition of the University’s workforce are compiled annually through the Integrated Postsecondary Education Data System (IPEDS) report, which is used for biennial reporting to the Department of Labor. Selected information from this report, as of the last official reporting period of October 2006, is included in (Appendix N) along with employment utilization reports for some of the campus/institute.

Title VI Activities By Units

The University of Tennessee Board of Trustees has adopted a “Statement of Commitment to Diversity and Equal Opportunity” (Appendix O). This Policy Statement sets forth the Board’s vision of the importance of diversity in the classroom and the workplace within the University. The Diversity Policy statement has been distributed to all University employees in their pay envelopes.
For the fifth consecutive year, the three undergraduate campuses hosted pre-university summer programs designed to give rising high school juniors and seniors a feel for college life. These programs consisted of both academic enrichment programs and social activities in a campus environment. The academic enrichment programs are conducted by University faculty and staff. The students are housed in the University’s dormitories and generally get to experience what University life is like. Special mention is given to the Science, Technology, Engineering and Mathematics (STEM) program offered by the UTK College of Engineering.

The University of Tennessee Knoxville (UTK) campus continues its efforts to provide programs and services to all persons without regard to race, color, or national origin. During this past year, the UTK Office of Equity and Diversity (OED) continued to participate as a vital part of the weekly New Employee Orientation sessions. Nearly 900 new employees participated in these orientation sessions. All were provided printed information as well as general discussion regarding the Title VI provisions and issues. The Title VI brochure, (printed in both English and Spanish), was revised and will be posted in conspicuous locations throughout the campus. Additionally, this revised brochure will be distributed to other OED offices. A copy of the revised brochure has been included in this report (Appendix H).

In addition to participating in the weekly New Employee Orientation sessions, OED provides educational workshops on the myriad issues of diversity to students, faculty, and staff as a proactive means to prevent problems that must be addressed via the compliance route. More than 40 educational workshops on diversity issues to include race were provided reaching approximately 500 students, 600 faculty and/or staff, and 90 persons in the community. The Director, Associate Director, and Diversity Coordinator participated as Lecturers in the Pakistani Summer Program conducted by University Outreach and Continued Education.

The OED Director continues to work with other local Title VI coordinators from the City of Knoxville, Tennessee Department of Workforce and Labor, Knox County, and Tennessee
Department of Transportation for the purpose of sharing information and collaborating on efforts.

During this reporting period **no official Title VI complaints were filed.**

The **University of Tennessee Health Science Center (UTHSC)** Director of Purchasing is committed to improving, building and fostering additional business opportunities and business relationships with all segments of the community. In an effort to increase the business relationships between UTHSC and minority vendors, the Office of Purchasing Services has sought to broaden its pool of available minority vendors. The Vice Chancellor for Finance and Operations supports and encourages the Director of Purchasing and the staff in their Title VI efforts. Also, the Vice Chancellor serves as the second level of review for any complaints from vendors including issues regarding possible Title VI violations.

UTHSC utilizes an online database system for monitoring and controlling certain aspects of purchasing. UTHSC uses a software product that controls and monitors Purchasing, Accounts Payable, Controlling, and Funds Management. This system known as IRIS has resulted in a streamlined method of purchases for various vendor classes (i.e., minority, women, small businesses). Purchasing staff now has the ability to search for vendors in this system based upon vendor class.

The UTHSC Director of Purchasing participates in local business organizations to build relationships with prospective vendors such as the monthly Mid-South Minority Business Council, (MMBC). Purchasing Services subscribes to MMBC and receives a directory each year. The MMBC Directory is a reference book that provides a list of all Uniform Certification Agency (UCA) certified vendors for various products and services. The Director of Purchasing has been granted access to the online-database of MMBC membership.

The UTHSC Director of Purchasing and other professional purchasing staff attend the annual Business Expo jointly sponsored by MMBC and the Memphis Area Chamber of
Commerce. Additionally, UTHSC has accepted the invitation of MMBC to participate in their MWBE Spend Maximization Program. Under this program, MMBC member businesses will be screened and pre-qualified by MMBC to meet with UTHSC Purchasing staff to discuss opportunities to furnish goods and services to the Health Science Center campus and affiliated sites.

The Office of Vice Chancellor for Community Relations also has oversight for campus-level public engagement programs and strategic initiatives to promote, renew, and expand the public engagement mission of the Health Science Center. This also includes representing UTHSC in collaborative community-wide public health activities while fostering and developing positive working relationships with community agencies, and other health care organizations; serving on various community committees and boards as required interjecting the Health Science Center’s perspective into community based projects, in addition to partnering with various community and health initiatives.

The University of Tennessee Institute of Agriculture (UTIA) continues to demonstrate a positive commitment to complying with Title VI. Tennessee State University and the University of Tennessee Institute of Agriculture have established working collaborations. Under a Memorandum of Understanding (MOU) signed in 2002 (Appendix P), the Tennessee State University Cooperative Agricultural Research Program (TSUCARP) and the University of Tennessee Agricultural Experiment Station (UTAES) agreed to establish a Tennessee Fire Ant Research and Education Team. According to the MOU, the “team will focus on controlling fire ants in the state’s nursery industry and on providing educational programs for nursery producers in counties impacted by fire ant infestation and in areas where emerging infestations are likely.

An MOU between UTAES and the Tennessee State University Extension Program that was signed in 2001 has been implemented (Appendix P). This MOU covers 14 counties in which both institutions have extension programs. In those counties, programs are jointly administered,
developed, and services delivered. In the counties covered by the MOU, the logos of both institutions are used on all materials jointly produced and published.

The Institute of Agriculture has implemented a pre-university summer program designed to interest high school students in careers in agricultural science.

The Institute for Public Service (IPS) is committed to providing equal opportunity in all its programs. The customer groups of the Institute are defined as state and local government officials and industry representatives for small and medium sized manufacturing firms. Facilities, programs, and services sponsored by the Institute are available to all these customers regardless of race, color, national origin, age, sex, or disability. The Institute has four standing committees that advise the various program staff on priorities and delivery methods that best represent the customer group. A staff composition and standing committee reports are included in (Appendix Q).

In 1996 The University of Tennessee Center for Industrial Services, an agency within IPS, established the Contractor Resource Center (CRC) to administer the supportive services program for the Tennessee Department of Transportation’s (TDOT) Small Business Development Office. The CRC association with TDOT is through a formal grant arrangement to assist small businesses certified by TDOT as being owned and operated by woman and/or minority individuals. The supportive services program works to encourage and promote the development, and eventual self-sufficiency of these small businesses. This task is accomplished by CRC conducting a wide range of technical and business management assistance, training, and one-on-one consultations. Therefore, the small business owners are afforded the following opportunities:

- To increase their technical proficiency in bidding, estimating, and performance of contracts;
- To increase their confidence in general business operations;
• To increase their ability in developing support networks among themselves;
• To increase awareness of their presence and abilities within the highway construction industry and public; and
• To generally enhance their growth and development.

The UT Space Institute Title VI Coordinator serves as advisor to the UTSI Chapter of the National Society of Black Engineers. This is an avenue for promoting the recruiting and retention of minority students in addition to providing a channel for identifying minority applicants for employment.

The University of Tennessee at Chattanooga (UTC) is a member of the Hamilton County Procurement Coalition which is designed to improve access to minority contractors. The University’s membership in this coalition, in addition to the Vendor’s Guide which is distributed to small and minority-owned businesses, is designed to strengthen the relationship between the campus, community, minority contractors, and construction industry at large.

UTC continues to see an increase in enrollment of minority students. This increase can be attributed to the efforts of the Admissions Office staff. There were minority hires at both the faculty and staff levels this year as opposed to last year.

The “Live Near Your Work” program continues and several new homes have been purchased by UTC faculty and staff. Structured to provide some limited financial assistance toward the purchase of a home, the program is an incentive in the recruitment of faculty and staff. Additionally, the “Live Near Your Work Program” helps to strengthen the ties between the University and the community.

The Chancellor’s Minority Community Committee was very active during the 2005-2006 academic year. The committee meets quarterly with the Chancellor to discuss issues related to the campus, and the Chair often represents the committee at University meetings.
The University of Tennessee at Martin (UTM) held a Title VI Workshop for the Child and Family Grant Programs in August 2005. The Workshop covered the following: your rights under Title VI of the Civil Rights Act of 1964; the definition of Title VI; programs covered by Title VI; what discrimination is prohibited by Title VI; how to file a Title VI discrimination complaint; what the University of Tennessee at Martin will do with the complaint; and the University of Tennessee retaliation policy against filing a complaint.

The purpose of the Title VI Workshop was to ensure that all employees in Health Start Programs--Therapeutic Visitation Services, Infant Stimulation Program; Infant Stimulation Program Clinic; Healthy Start Program; Tennessee’s Early Intervention; Child Care Resource & Referral, and CCR & R--Project Reel. Conference participants were given a copy of the Title VI law. In addition, all clients served by these programs were given a copy of the Title VI brochure.

The Equity and Diversity Officer/Title VI Coordinator mailed Title VI brochures to over 900 African-American students Fall Semester 2005. That was done to inform African-American students of their rights under Title VI and to make them aware of the fact that they had an advocate in the Title VI Office. In addition, all clients served by these programs were given a copy of the Title VI brochure.

The Equity and Diversity Officer/Title VI Coordinator continued to meet and interview all candidates for faculty, administrative, and staff positions for the 2005-2006 academic year for the following reasons:

1. To discuss the University’s success in the area of race relations;
2. To discuss fair treatment of African American and other minority students enrolled in the University of Tennessee at Martin – fair treatment in the University, in general, and in the classroom, in particular;
3. To discuss how the Equity and Diversity Officer/Title VI Coordinator would interact with them as future employees of the University; and
4. To discuss sexual harassment at the University of Tennessee at Martin and The University of Tennessee System policy.

The University of Tennessee at Martin held its Sixth Annual Civil Rights Conference February 20-25, 2006, in the Watkins Auditorium. The theme of the Conference was “Leadership.” Speaking of leadership, 11 people were honored, which included two University of Tennessee administrators--Chancellor Nick Dunagan of the University of Tennessee at Martin and University of Tennessee System Vice President for Equity and Diversity, Mr. Theotis Robinson Jr. Mr. Robinson was the keynote luncheon speaker at the opening conference session. Other honorees included several high school students who were recipients of awards from participation in Mary Jo Helen Essay Contest.

The highlights of the Civil Rights Conference Program were as follows: Black Film, The Second Millennium, Ms. Jesse Rhines, speaker; Native American program, Ms. Suzan Shown Harjo, speaker; But I’m Not Prejudiced…., African American Heritage Dinner and Program; Black Leadership in the 21st Century: The Perils and Prospects of a New Millennium, Dr. Cynthia Griggs Fleming, speaker, The University of Tennessee; The Impact of Civil Rights Leaders on West Tennessee, Ms. Rita Geier and Ms. Jocelyn Wurzburg, speakers; The Douglas Community: A Leader in West Tennessee, Dr. Cynthia Bond Hopson, Ms. Carrie Darnell Powell, and Ms Wilma Turner Boyd, speakers; Literary Workshop and Evening Program speaker, Mr. Michael S. Harper, Rhode Island Poet Laureate; and films and field trip to the National Civil Rights Museum, Memphis.

Finally, the Equity and Diversity Office/Title VI Coordinator shall continue to hold Title VI Workshops where necessary for the forthcoming academic year 2006-2007 in workshop/seminar for African American students and with employees in Healthy Start Program, Tennessee Early Intervention System, and Child Care Resources Center, and other areas of the University where needed.
**Minority Representation**

The policy-making body for The University of Tennessee is its governing board, the Board of Trustees. The composition of the Board is mandated by the Tennessee Legislature in Tennessee Code Annotated § 49-9-202. Nineteen of the twenty-four members are appointed by the Governor. The statute provides that in making appointments, the Governor shall strive to ensure that at least one person is a member of a racial minority since ensuring minority participation on policy-making planning boards and advisory commissions is vital to providing equal access to all programs. At present, three appointed members of the Board of Trustees are African-American. A list of The University of Tennessee Board of Trustees members is provided in (Appendix Q).

Advisory and planning committees at all levels of University administration typically include minority representation. For example, the Institute for Public Service has four committees that advise various program staff on priorities and delivery methods that best represent the customer group. At the Knoxville campus, the Commission for Blacks (CFB) meets to address the issue of retaining and recruiting people from underrepresented population groups. The commission is co-chaired by two faculty persons, both of whom are African American. Membership includes faculty, staff, and student representatives. The co-chairs have monthly meetings with Chancellor Loren Crabtree to share the concerns voiced by the Commission members. In addition, the Black Faculty and Staff Committee, literally composed of all African American faculty and staff at the Knoxville campus, meet periodically to discuss issues of concern. The composition of major University committees by campus are provided in (Appendix Q).
Documentation of Minority Input in the Development of the Plan

The University is committed to the inclusion of minority input in the implementation of the Title VI Plan. The Knoxville office meets periodically with other local Title VI representatives to discuss their programs and how avenues of coordination. Some of the agencies actively involved as part of this local coordinating effort include representatives from the Knoxville Mayor’s office, Tennessee Department of Transportation, Tennessee Department of Labor and Workforce Development, McGhee Tyson Airport contracting unit, and the University. Others kept abreast of proposed activities include the Knoxville Urban League, local NAACP, and Department of HUD. Among the many issues that the local Title VI coordinators want to address are (1) outreach needs and activities for the growing Hispanic population in the Knoxville geographic area/region and (2) ways to involve the local community more in the Title VI programs.

Compliance Reporting

The University maintains and reports the compliance records as required by its federal funding agencies. Sub-recipients are required to report their compliance with Title VI in accordance with The University of Tennessee Title VI Enforcement Plan (Appendix A). The Offices of Equity and Diversity, on occasion, are also asked to sign off on Title VI surveys received by UT offices that receive federal grants and/or funds, to indicate compliance with Title VI programs.

Coordination with Other Agencies

The University of Tennessee Administration develops general guidelines for the enforcement of Title VI across all of the campus and institutes in the UT system through the
development of the Title VI plan. Federal student assistance programs are monitored by the federal agency controlling the funds.

**Effecting Compliance**

A description of the Enforcement Program for Sub-recipients which is used by the University to effect compliance with Title VI is provided as (Appendix A). In addition, language, encouraging participation of minority-owned businesses in state-funded capital improvement projects has been added to the bid documents for such projects.

In every case where a sub-recipient indicates noncompliance with Title VI, the agency in question is asked for voluntary compliance. If that does not occur, as stated in the University’s Enforcement Program (Appendix A), steps will be taken to terminate the assistance provided.
APPENDICES

A. The University of Tennessee Title VI Enforcement Plan for Sub-recipients of Federal Funds
B. Federal and State Allocations of Funds and Sub-recipients
C. The University of Tennessee Title VI Coordinators and Coordinator Responsibilities
D. University of Tennessee Personnel Policies Relevant to Title VI
E. University of Tennessee Contract Standard Terms and Conditions
F. Example of a Campus Nondiscrimination Statement
G. Title VI Poster
H. Title VI Brochure
I. Example of a Campus Discrimination Complaint Procedure
J. University of Tennessee Summary of Title VI Complaints
K. Enrollment, Retention and Graduation Rates
L. Degrees Awarded by Race and by Campus
M. UT Knoxville’s Summary Report of Orders Awarded to Minority-, Women-, and Small-Owned Businesses
N. The University of Tennessee Faculty and Staff Data
O. University of Tennessee Board of Trustee Diversity Policy
P. Memorandum of Understanding between UT and TSU: Agricultural Extension
Q. Racial Composition of Major University Committees
Appendix A

The University of Tennessee Title VI Enforcement Plan for Sub-recipients of Federal Funds
The University of Tennessee generally receives minimal funds from a Federal agency for distribution to other governmental agencies or private entities. The following compliance plans have been developed for the few sub-recipients who receive Federal funds through the University of Tennessee.

1. **Pre-Award Compliance**: Each entity that receives a sub-contract from the University of Tennessee that contains Federal funds must agree to comply with the requirements of Title VI in regard to the provision of educational programs and services. The sub-recipient, by signing the contract, agrees to the following provision which is included in the terms of the contract:

   The sub-contractor shall comply with the requirements of Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Title II of the Americans with Disabilities Act of 1990, and if applicable, sponsor regulations, the provisions of which, and all future amendments of such statutes and regulations, are incorporated by reference as a part of this agreement.

   By signing the contract, the sub-recipient agrees to the Title VI Assurance statement and has met the pre-award criteria. No additional procedures or tests are applied.

2. **Post-Award Compliance**: In conjunction with A-133 sub-recipient monitoring, the University will annually survey sub-recipients for compliance with Title VI regulations. The survey form is attached. The University of Tennessee will collect and monitor sub-recipient responses. The University will determine the sub-recipients’ compliance based on the survey response. Any sub-recipient who indicates noncompliance with Title VI will be given written notice that the University will suspend, terminate, or reject future contracts with that entity.

   Included on the reverse of the survey form is an Assurance of Title VI Compliance statement that the sub-recipient must sign. By signing this statement, the sub-recipient confirms the agency’s ongoing compliance with the requirements of Title VI.
1. Date of Survey

2. Type of Survey Initial _____ Annual _____ Other _____

3. Name of Entity/School: ____________________________________________

4. Name of Administrative Head _______________________________________
   Title: ___________________________________________________________________

5. Name of Title VI and Title IX Coordinator:
   _____________________________________________________________
   Title: ___________________________________________________________________

6. Nondiscrimination Policies: Does your institution/school have a written policy stating that services
   will be provided to all persons without regard to race, color, national origin, or gender?
   Yes ____  No _____

7. Records: Are permanent records kept of all Title VI complaints? Yes ____  No _____

8. In the past twelve months, has your entity/institution received any complaint alleging a Title VI violation?
   Yes ____  No _____

9. If yes, use the space below to describe the nature of the complaint and its disposition
   _______________________________________________________________________
   _______________________________________________________________________
   _______________________________________________________________________

10. Dissemination: Is Title VI and Title IX information disseminated to your employees, applicants, students, or other
    beneficiaries of services? Yes ____  No _____. If Yes, describe how all beneficiaries are informed.
    _______________________________________________________________________
    _______________________________________________________________________
    _______________________________________________________________________

Declaration of Respondent: I declare that I have completed the data in this self-survey and to the best of my
knowledge and belief, it is true, correct, and complete.

__________________________________________                                                ___________________________
Signature, Position of Individual Completing Survey                                                Date

Declaration of Administrative Head: I declare that I have reviewed and approved the information provided in this
self-survey and to the best of my knowledge and belief, it is true, correct, and complete.

__________________________________________    ___________________________
Signature, Administrative Head                                                Date
ASSURANCE OF TITLE VI COMPLIANCE

Title VI of the Civil Rights Act of 1964, as codified in 42 U.S.C. 2000d, states that:

No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity receiving federal financial assistance.

Therefore, whenever The University of Tennessee conducts federally funded research through sub-grantees, contractors, or collaborators, the University requires a representative of these entities to certify that the subcontractor will comply with the requirements of Title VI in regard to the provision of educational programs and services and the research program will be conducted in compliance with all requirements imposed by Title VI. You are asked to complete the assurance statement below to document your entity's compliance with Title VI.

I, _________________________ have reviewed the protocol or statement of work to be performed under the subcontract between The University of Tennessee and ____________________________ (insert name of Sub-grantee, contractor, or collaborator), as well as the federal regulations concerning Title VI. I certify that ____________________________ (insert name of sub-grantee, contractor, or collaborator) provides EQUAL OPPORTUNITY in all programs receiving federal financial assistance and that ____________________________ will conduct the subcontract in compliance with all requirements imposed by Title VI.

____________________________________________
Representative of sub-grantee, contractor, collaborator

____________________
Date

rev. 1/5/07
Appendix B

Federal and State Allocations of Funds and Sub-recipients
### The University of Tennessee System
#### 2005-2006 Unrestricted & Restricted Revenues

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# The University Of Tennessee

## Schedule of Federal Expenditures

For the Year Ended June 30, 2006

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**Total**: $ 241,998,367.86
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Appendix C

The University of Tennessee Title VI Coordinators and Coordinator Responsibilities
The University of Tennessee
Title VI Coordinators

Mr. Theotis Robinson, Jr.
Vice President for Equity and Diversity
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827 Andy Holt Tower
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Director, Office of Equity & Diversity
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Dr. Barbara Wofford
Director of Affirmative Action
104 Founders – Dept. 5455
UT at Chattanooga
615 McCallie Avenue
Chattanooga, TN  37403-2598
(423)425-4124    Fax: (423)756-5559
barbara-wofford@utc.edu
The University of Tennessee
Campus/Unit Title VI Coordinator Responsibilities

- Assure compliance with Title VI regulations.
- Assist with the investigation and resolution of Title VI Complaints. Establish the process for complaint resolution and enforcement actions.
- Summarize the number and disposition of complaints received each fiscal year.*
- Notify the public, employees, and students about Title VI requirements and document the specific procedures used for publicizing and distributing this information (brochures, poster, etc.).*
- Help initiate and document various Title VI activities.*
- Develop lists of standing committees and members by race and gender.*
- Obtain community input to the Title VI Plan and document that process. Provide a list of community members who review each year’s plan (name, title, organization/association).*
- Provide an annual summary of employment utilization statistics.*

*Items to be provided annually for inclusion in The University’s Title VI Plan.
Appendix D

University of Tennessee Personnel Policies Relevant to Title VI
UNIVERSITY OF TENNESSEE SYSTEM POLICY
HUMAN RESOURCES

POLICY NO: **HR0143**  SUBJECT: RECRUITING
EFFECTIVE: 08/01/2005  REVISION NO: 1

**TOPICS:**
- Recruiting Procedures
- Internal Hires/Transfers
- Listing Position Vacancies
- Related Policies
- Internal Applicants
- Procedures

**OBJECTIVE:**
To provide systematic and equitable recruiting procedures to fill position vacancies.

**POLICY:**

**Recruiting Procedures**

1. Each office of human resources shall develop procedures governing recruiting to fill position vacancies. Such procedures shall conform to the search requirements outlined in the applicable affirmative action plan.

**Listing Position Vacancies**

2. Every position vacancy will be listed with the appropriate human resources office. The human resources officer and the affirmative action officer should approve any exceptional circumstances that preclude the listing of a job vacancy.

**Internal Applicants**

3. University employees who wish to transfer between positions within the university should follow the hiring procedures for the human resources office responsible for the position vacancy. A new application for employment may be required. For internal applicants, the time spent interviewing will be counted as work time.
**Internal Hires/Transfers**

4. An internal hire or transfer occurs when a current employee assumes the duties of a vacant position at any location within the university. For affirmative action purposes only, an internal transfer occurs when an employee transfers from one affirmative action plan unit to another.

When an employee transfers from a position in one human resources office area to another, the employee's official personnel file will be forwarded to the receiving human resources office.

**RELATED POLICIES**

:  [top]

- HR0105. **EMPLOYMENT STATUS**
- HR0110. **EMPLOYMENT OF MINORS**
- HR0115. **EMPLOYMENT OF RELATIVES**
- HR0120. **EMPLOYMENT OF UNIVERSITY AND STATE OF TENNESSEE RETIRED EMPLOYEES**
- HR0122. **EMPLOYMENT OF UNIVERSITY EMPLOYEES BY OTHER UNIVERSITY PERSONNEL**
- HR0220. **EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION**
- HR0455. **SALARY ADJUSTMENTS DUE TO CHANGING POSITION OR RECLASSIFICATION**

**PROCEDURES**

:  [top]

Knoxville:  
Health Science Center:  
Space Institute:  [http://personnel.utsi.edu/proc143.html](http://personnel.utsi.edu/proc143.html)

Chattanooga:  [http://www.utc.edu/Administration/HumanResources/Policies/Proc143.pdf](http://www.utc.edu/Administration/HumanResources/Policies/Proc143.pdf)

Martin:  [http://www.utm.edu/finadmin/personnel/procedures/Pr143.htm](http://www.utm.edu/finadmin/personnel/procedures/Pr143.htm)
POLICY NO: HR0220 SUBJECT: EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION
EFFECTIVE: 01/01/2000 REVISION NO: 8

TOPICS:
Procedures

OBJECTIVE:
To establish and define the university policy concerning fair employment practices and to ensure equal employment opportunity to all university employees and applicants for employment.

POLICY:

1. It is the policy of the University of Tennessee not to discriminate against any employee or applicant for employment on the basis of race, color, religion, sex, national origin, disability, age, or being a disabled veteran or veteran of the Vietnam Era. This policy extends to recruitment, employment, promotion, demotion, transfer, layoff, termination, compensation, training, benefits, and all other terms and conditions of employment.

2. Employment opportunities will not be distinguished on the basis of sex unless sex is a bona fide occupational qualification. Employment opportunities will not be distinguished on the basis of age except where age is reasonably taken into account as a factor necessary to the normal operation or the achievement of any statutory objective of a program or activity administered by the university.

3. The university will take affirmative action to recruit, employ, and advance in employment minorities, women, disabled veterans, and veterans of the Vietnam Era. Reasonable accommodations will be made for otherwise qualified disabled veterans and persons with disabilities in accordance with Sections 503 and 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990.

4. The university prohibits any retaliatory action against an employee for opposing a practice that he or she believes to be discriminatory, including the filing of an internal complaint or grievance or charge with a state or federal civil rights enforcement agency.

5. Each unit will promulgate an Affirmative Action plan for the implementation of the above commitment. Also, each unit will provide a complaint procedure for equal employment opportunity and discrimination complaints. Affirmative Action plans will be publicized and made available to
employees.

PROCEDURES

Knoxville:
Health Science Center:  http://www.utmem.edu/policies/pers/section200.220.html
Space Institute:  http://personnel.utsi.edu/proc220.html
Chattanooga:  http://www.utc.edu/Administration/HumanResources/Policies/Proc220.pdf
Martin:  http://www.utm.edu/finadmin/personnel/procedures/pr220.htm
UNIVERSITY OF TENNESSEE SYSTEM POLICY
HUMAN RESOURCES

POLICY NO: HR0280    SUBJECT: SEXUAL HARASSMENT
EFFECTIVE: 02/01/1994

OBJECTIVE:

To establish and define the university policy against sexual harassment of its employees.

POLICY:

1. The University of Tennessee unequivocally opposes the sexual harassment of its employees. Sexual harassment will not be tolerated and will be grounds for disciplinary action. In accordance with federal regulations, sexual harassment is defined as follows:

   Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when: 1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; 2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting that individual; or 3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

2. The university prohibits any retaliatory action against an employee for opposing an action that he or she believes to be sexual harassment, including the filing of an internal complaint or grievance or a charge with a state or federal civil rights enforcement agency.

3. Each unit will provide training for its employees on what constitutes sexual harassment and will provide a procedure to handle complaints of sexual harassment and other complaints of discrimination.
POLICY NO: **HR0640**  SUBJECT: **GRIEVANCES**

EFFECTIVE: 11/01/2001  REVISION NO: 6

**TOPICS:**
- Grievances Alleging Unlawful Discrimination  
- Procedures
- Grievances Other Than Those Alleging Unlawful Discrimination

**OBJECTIVE:**

To provide a method for the resolution of problems which may arise between the university and regular, staff non-exempt employees.

**POLICY:**

1. Employee concerns and grievances should be clarified at the earliest possible time and at the administrative level or office closest to the nature of the complaint. Every effort should be made to resolve such matters informally before official grievance procedures are initiated. The university is committed to the concept that employees are entitled to pursue their grievances without fear, restraint, interference, discrimination, or reprisal.

2. For the purpose of this policy, "grievance" means a non-exempt employee's complaint about one or more of the following matters which he or she has been unable to resolve with his or her immediate supervisor:

   a. Demotion, suspension without pay, or termination of non-probationary employees for inadequate work performance.
   b. Non-compliance with the Reduction in Force policy.
   c. Work assignments or conditions of work which the employee claims violate a statute or university policy other than those prohibiting discrimination.
   d. Demotion, suspension without pay, termination, work assignments, or conditions of work which the employee claims are based on unlawful discrimination (including claims of racial and sexual harassment).
Grievances Alleging Unlawful Discrimination

3. Any grievance alleging unlawful discrimination (including claims of racial and sexual harassment) must be addressed first through the campus discrimination complaint procedure. This grievance procedure is available to an employee only if the resolution through the discrimination complaint procedure is not satisfactory to the employee. Any grievance alleging discrimination begins with the election of one of the two hearing processes (TUAPA or informal) described in HUMAN RESOURCES PROCEDURE 640. The employee must make the hearing election within fifteen (15) workdays after receiving an adverse decision of the appropriate official on the discrimination complaint.

Grievances Other Than Those Alleging Unlawful Discrimination

4. For all grievances other than those alleging unlawful discrimination, each campus shall develop a procedure for reviewing grievances as defined above. The procedure shall include the following requirements:

a. **Time for Filing.** A grievance must be filed at the appropriate step in the grievance procedure within fifteen (15) workdays after the employee receives notice or becomes aware of the action which is the basis for the grievance.

b. **Standard Form.** Standard grievance forms shall be developed and made available to non-exempt staff at each worksite. No grievance may be denied because a standard form has not been used.

c. **Number of Steps.** The grievance procedure shall include no more than four (4) steps to finality.

d. **Face-to-Face Meetings.** The grievance procedure shall include the opportunity for a face-to-face meeting within fifteen (15) workdays after the grievance is filed and within fifteen (15) workdays after each subsequent step in the procedure is initiated.

e. **Testimony and Witnesses.** The employee and any material witnesses shall be allowed to testify fully at every step in the grievance procedure.

f. **Written Decisions.** At each step in the grievance procedure, the employee shall receive a written decision, including specific reasons for the decision, within fifteen (15) workdays after a face-to-face meeting occurs.

g. **Hearings.** The final step in a grievance shall be, at the employee's election, an informal hearing before a panel of unbiased university employees or a contested case hearing under the Tennessee Uniform Administrative Procedures Act (TUAPA). The decision of an informal hearing panel is subject to review by the chancellor or appropriate vice president.

h. **Representation.** At each step in the grievance procedure, the employee shall be entitled to be accompanied and represented by one employee representative from the employee's campus. At the discretion of the panel chair, additional employee representatives from the campus may be allowed at an informal hearing conducted at the final step.

In a TUAPA hearing, the university will be represented by legal counsel and the employee may be represented by legal counsel as well. In an informal hearing, neither party can be represented by legal counsel; however, legal counsel, or other non-legal counsel, can be present as an advisor. If legal counsel is going to be present for the employee, the university must be so notified at the time the hearing date is established so the university can choose to have legal counsel present in an advisory role as well.
5. Each campus shall include information regarding the grievance procedure in employee orientations.
6. In August of each year, the University of Tennessee will provide a report to the Legislative Education Oversight Committee of the Tennessee General Assembly summarizing grievance activities of the previous fiscal year.

PROCEDURES

: [top]

Knoxville:
Health Science Center:  http://www.utmem.edu/policies/Pers/Section600.640.html
Space Institute:  http://personnel.utsi.edu/proc640.html
Chattanooga:  http://www.utc.edu/Administration/HumanResources/Policies/Proc640.pdf
Martin:  http://www.utm.edu/finadmin/personnel/procedures/Pr640.htm
Appendix E

University of Tennessee Contract Standard Terms and Conditions
1. The University is not bound by this Contract until it is approved by the appropriate University official(s) indicated on the signature page of this Contract.

2. This Contract may be modified only by a written amendment which has been executed and approved by the appropriate parties as indicated on the signature page of this Contract.

3. The Contractor shall not assign this Contract or enter into a subcontract for any of the services performed under this Contract without obtaining the prior written approval from the University.

4. Unless otherwise indicated on the reverse, if this Contract provides for reimbursement for travel, meals or lodging, such reimbursement must be made in accordance with University travel policies.

5. The Contractor warrants that no part of the total Contract shall be paid directly or indirectly to an employee or official of the State of Tennessee as wages, compensation, or gifts in exchange for acting as officer, agent, employee, subcontractor, or consultant to Contractor in connection with any work contemplated or performed relative to this Contract, and that no employee or official of the State of Tennessee holds a controlling interest in the Contractor. If the Contractor is an individual, the Contractor certifies that he/she is not presently employed by the University or any other agency or institution of the State of Tennessee; that he/she has not retired from or terminated such employment within the past six months; and that he/she will not be so employed during the term of this Contract.

6. The Contractor shall maintain documentation for all charges against the University under this Contract. The books, records and documents of the Contractor, insofar as they relate to work performed or money received under this Contract shall be maintained for a period of three (3) full years from the date of the final payment, and shall be subject to audit, at any reasonable time and upon reasonable notice, by the University or the Comptroller of the Treasury, or their duly appointed representatives. These records shall be maintained in accordance with generally accepted accounting principles.

7. No person on the grounds of disability, age, race, color, religion, sex, national origin, veteran status or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory law shall be excluded from participation in, or be denied benefits of, or be otherwise subjected to discrimination in the performance of this Contract. The Contractor shall, upon request, show proof of such nondiscrimination, and shall post in conspicuous places, available to all employees and applicants, notice of non-discrimination.

8. The Contractor, being an independent contractor, agrees to carry adequate public liability and other appropriate forms of insurance, and to pay all taxes incident to this Contract. The University shall have no liability except as specifically provided in this Contract.

9. The Contractor shall comply with all applicable Federal and State laws and regulations in the performance of this Contract.

10. This Contract shall be governed by the laws of the State of Tennessee, which provide that the University has liability coverage solely under the terms and limits of the Tennessee Claims Commission Act.

11. The Contractor shall avoid at all times any conflict of interests between his/her duties and responsibilities as a Contractor and his/her interests outside the scope of any current or future Contracts. The following principles define the general parameters of a conflict of interests prohibited by the University.
   A. A Contractor’s outside interests shall not interfere with or compromise his/her judgment and objectivity with respect to his/her judgment and objectivity with respect to his/her duties and responsibilities to the University.
   B. A Contractor shall not make or influence University decisions or use University resources in a manner that results in:
      • Financial gain outside any current or future Contracts for either the Contractor or his/her relatives or
      • Unfair advantage to or favored treatment for a third party outside the University.
   c. A Contractor’s outside financial interests shall not affect the design, conduct, or reporting of research.

The Contractor certifies that he/she has no conflicts of interests and has disclosed in writing the following: Any partners or employees of the Contractor who are also employees of the University. Any relatives of the Contractor’s partners or employees who work for the University. Any outside interest that may interfere with or compromise his/her judgment and objectivity with respect to his/her responsibilities to the University.
12. If the Contractor fails to perform properly its obligation under this Contract or violates any term of this Contract, the University shall have the right to terminate this Contract immediately and withhold payments in excess of fair compensation for completed services. The Contractor shall not be relieved of liability to the University for damages sustained by breach of this Contract by the Contractor.

13. It is understood by the Contractor that the University will possess all rights to any creations, inventions, other intellectual property, and materials, including copyright or patents in the same, which arise out of, are prepared by, or are developed in the course of the Contractor’s performance under this Contract. The Contractor and the university acknowledge and agree that the Contractor’s work under this Contract shall belong to the University as “work-made-for-hire” (as such term is defined in U. S. Copyright Law).

14. For personal, professional, and consultant services, the Contractor shall submit brief, periodic progress reports to the University as requested.
Appendix F

Example of Campus Nondiscrimination Statement
GUIDELINES FOR ADVERTISING AND REQUIRED USE OF THE
EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT AND TAGLINE

The following information is provided to help the campus community comply with various federal regulations concerning required use of both our EEO/AA statement and tagline. Should questions arise, please contact the Office of Equity and Diversity (OED) at 974-2498 or 974-2440.

I. EEO/AA Statement

The full University of Tennessee EEO/AA statement reads as follows:

_The University of Tennessee does not discriminate on the basis of race, sex, color, religion, national origin, age, disability or veteran status in provision of educational programs and services or employment opportunities and benefits. This policy extends to both employment by and admission to the University._

_The University does not discriminate on the basis of race, sex or disability in its education programs and activities pursuant to the requirements of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act (ADA) of 1990._

_Inquiries and charges of violation concerning Title VI, Title IX, Section 504, ADA or any of the other above referenced policies should be directed to the Office of Equity and Diversity (OED), 1840 Melrose Avenue, Knoxville, TN 37996-3560, telephone (865) 974-2498 (V/TTY available) or 974-2440. Requests for accommodation of a disability should be directed to the ADA Coordinator at the UTK Office of Human Resources, 600 Henley Street, Knoxville, TN 37996-4125._

Inclusion of this statement is required in the following:

1. Position announcements (which are not paid advertisements) sent to potential referral sources and other institutions of higher education to solicit applications or nominations.
2. Catalogs, application forms, posters and other material used in conjunction with the referral and/or recruitment of students, faculty or staff.
3. Publications which contain general information and are made available to alumni/a, faculty, staff, students or other participants in or beneficiaries of University programs.

II. EEO/AA Tagline

The modified UT Knoxville Campus EEO/AA tagline reads as follows:

_The University of Tennessee is an EEO/AA/Title VI/Title IX/Section 504/ADA/ADEA institution in the provision of its education and employment programs and services._

Inclusion of the tagline is required in, but NOT limited to, the following:

1. Paid advertisements to solicit applications for faculty and staff positions of employment.
2. Contracts for goods or services.
3. Purchase orders.
4. Brochures and newsletters.

Please note that in meeting the requirements of the federal regulations it is permissible to use reduced size print.

(Revised: January, 2002)
Appendix G

Title VI Poster
YOUR RIGHTS UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

The University of Tennessee provides equal opportunity in all programs that receive federal assistance. Facilities, programs, and services sponsored by the University of Tennessee are available to all eligible persons regardless of race, color, or national origin.

—Title VI of the Civil Rights Act of 1964

If you feel you have been discriminated against in any program because of race, color, or national origin, contact your Title VI officer.

Si usted piensa que ha sido discriminado por su raza, color, o nacionalidad en alguno de estos programas, sírvase contactar al funcionario del Título VI correspondiente.

TITLE VI OFFICERS (FUNCIONARIOS DEL TÍTULO VI)

University of Tennessee System
Mr. Theotis Robinson, Jr.
(865) 974-0518

University of Tennessee, Knoxville
Ms. Marva Rudolph
(865) 974-2498

UT Health Science Center (Memphis)
Mr. Michael Alston
(901) 448-5558

UT Space Institute (Tullahoma)
Ms. Patricia A. Burkes-Jenkins
(931) 393-7226

University of Tennessee at Chattanooga
Dr. Barbara Wofford
(423) 425-4124

University of Tennessee at Martin
Dr. Ann Duncan
(731) 587-7202

THE UNIVERSITY of TENNESSEE

The University of Tennessee is an equal opportunity/affirmative action institution. No person, on the basis of race, color, sex, gender identity, gender expression, age, national origin, disability, religion or sexual orientation, will be excluded from participation in, denied the benefits of, or subjected to discrimination under any program or activity of the University. Non-discrimination policies and procedures are available at https://www.utk.edu/equal-opportunity/ or in the Office of Equal Opportunity, Smokey Bear Annex, Suite 119, 901 Cumberland Avenue, Knoxville, TN 37996-1419. Phone: (865) 974-6300. TTY: (865) 974-3415. This is an ADA accessible document issued by the university in compliance with Title II of the Americans with Disabilities Act. (TTY available). Requests for a translation of a document should be directed to the UT Administration, 421 Administration Bldg. or to the Equal Opportunity Office, (865) 974-6300 or (865) 974-3415. www.utk.edu/equal-opportunity

La Universidad de Tennessee ofrece igual oportunidad en todos los programas que reciben asistencia financiera federal. Toda persona calificada por la Universidad de Tennessee tiene derecho a las instalaciones, programas y servicios que ésta patrocina sin importar su raza, color, o nacionalidad.

—Título VI del Acta de Derechos Civiles de 1964

If you feel you have been discriminated against in any program because of race, color, or national origin, contact your Title VI officer.

Si usted piensa que ha sido discriminado por su raza, color, o nacionalidad en alguno de estos programas, sírvase contactar al funcionario del Título VI correspondiente.

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—Título VI del Acta de Derechos Civiles de 1964
Appendix H

Title VI Brochure
YOUR RIGHTS UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

"No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

WHAT IS TITLE VI?
Title VI of the Civil Rights Act of 1964 is the federal law that protects individuals from discrimination on the basis of their race, color, or national origin in programs that receive federal financial assistance.

WHAT PROGRAMS ARE COVERED BY TITLE VI?
Approximately 30 federal agencies provide federal financial assistance in the form of funds, training, technical, and other assistance to state and local governments, and nonprofit and private organizations. These recipients of federal assistance, in turn, operate programs and deliver benefits and services to individuals (known as "beneficiaries") to achieve the goals of the federal legislation that authorizes the programs.

Federally assisted programs address such broad and diverse areas as:

- Elementary, secondary, and higher education
- Health care, social services, and public welfare
- Public transportation
- Parks and recreation
- Natural resources and the environment
- Employment and job training
• Housing and community development
• Law enforcement and the administration of justice
• Agriculture and nutrition

WHAT DISCRIMINATION IS PROHIBITED BY TITLE VI?
There are many forms of illegal discrimination based on race, color, or national origin that can limit the opportunity of minorities to gain equal access to services and programs. Among other things, in operating a federally assisted program, a recipient cannot do the following, on the basis of race, color, or national origin, either directly or through contractual means:
• Deny programs services, aids, or benefits;
• Provide a different service, aid, or benefit, or provide them in a manner different than they are provided to others; or
• Segregate or separately treat individuals in any matter related to the receipt of any service, aid, or benefit.

HOW CAN I FILE A DISCRIMINATION COMPLAINT?
Each agency that receives or provides federal financial assistance is responsible for investigating complaints of discrimination on the basis of race, color, or national origin in the use of its funds. If you believe that you or others protected by Title VI have been discriminated against, you should file a complaint with the University of Tennessee campus or unit that provides funds for the program where you believe the discrimination occurred.

Each UT campus and unit has a complaint procedure and a Title VI Coordinator responsible for investigating all Title VI complaints. Please contact the Title VI Coordinator (located to the right) as appropriate for your location.

A signed, written complaint should be filed with the University of Tennessee generally within 300 days of the date of the alleged discrimination. A written complaint should include the following:
• Your name, address, telephone number, and signature.
• The name and address of the program or department you believe discriminated against you.
• How, why, and when you believe you were discriminated against, and the names of those involved, if known. Include as much background information as possible about the alleged acts of discrimination.
• The names of any persons that the coordinator could contact for additional information to support or clarify your allegations.

WHAT WILL THE UNIVERSITY OF TENNESSEE DO WITH MY COMPLAINT?
Once a complaint is filed, it will be reviewed by the Title VI Coordinator to determine if the issues you have raised are valid under Title VI. The procedures of each campus/unit may differ slightly, but the Title VI Coordinator generally will investigate your allegations and attempt to resolve any violations found.

WHAT IF THE RECIPIENT RETALIATES AGAINST ME FOR ASSERTING MY RIGHTS OR FILING A COMPLAINT?
You should be aware that a recipient, including the University of Tennessee, is prohibited from retaliating against you or any person because he or she opposed an unlawful policy or practice, or made charges, testified, or participated in any complaint action under Title VI. If you believe that you have been retaliated against, you should immediately contact your campus/unit Title VI Coordinator to investigate your complaint.
SUS DERECHOS BAJO EL TÍTULO VI DE LA LEY DE DERECHOS CIVILES DE 1964

“Ninguna persona que se encuentre en los Estados Unidos deberá ser excluida de ningún programa o actividad apoyada por fondos federales debido a su raza, color o nacionalidad. No se le negará su participación en dichos programas o actividades, ni los beneficios correspondientes por participar en ellos, tampoco se le discriminará.”

¿QUÉ ES EL TÍTULO SEXTO?
El Título Sexto de los Derechos Civiles de 1964 es una ley federal que ampara al individuo contra la discriminación basada en raza, color o nacionalidad en programas que reciban ayuda federal financiera.

¿QUÉ PROGRAMAS ABARCA EL TÍTULO SEXTO?
Aproximadamente, 30 agencias federales proveen de ayuda financiera federal, en forma de fondos, entrenamiento técnico y otros tipos de asistencia a gobiernos estatales y locales, así como organismos no-lucrativos y privados. Estos recipientes de ayuda federal, a su vez, mantienen programas y proveen beneficios y servicios a los individuos (conocidos como “beneficiarios”) a fin de llevar a cabo y alcanzar las metas propuestas por la ley federal.

Las programas que se benefician de asistencia federal abarcan un amplio y diverso campo, por ejemplo:

- educación elemental, secundaria y universitaria
- salud, servicios sociales y de bienestar público
- transporte público
- parques y recreación
- recursos naturales y medio ambiente
- empleo y capacitación para empleos
- vivienda y desarrollo de la comunidad
- aplicación de la ley y administración de justicia
- agricultura y nutrición

¿QUÉ FORMAS DE DISCRIMINACIÓN PROHIBE EL TÍTULO SEXTO?
Existen diferentes formas de discriminación basadas en criterios de raza, color o origen nacional que pueden limitar las oportunidades para que los grupos minoritarios tengan igualdad de derechos y acceso a servicios y programas.

Un beneficiario de fondos federales no debe, en base a raza, color o origen nacional, directamente o a través de contratos:
- negar servicios, ayuda o beneficios
- ofrecer servicios, ayuda o beneficios distintos a los que se ofrecen a todos los demás
- segregar o tratar separadamente a un grupo de individuos que reciben servicios, asistencia o beneficios.

¿CÓMO SOMETO UNA QUEJA DE DISCRIMINACIÓN?
Las agencias que reciben o proveen fondos federales se encargan de investigar las quejas de discriminación en el uso de sus fondos, basadas en raza, color o origen nacional. Si Ud. o algún conocido ha sido discriminado, someta una queja en contra de la universidad o facultad responsable.

En cada centro universitario existen procedimientos para la remisión de quejas, y existe un Coordinador/a del Título Sexto responsable de investigar casos de discriminación.

Contacte al coordinador correspondiente a la ubicación (ver columna izquierda):

- **Ud. dispone de 300 días, desde la fecha en que fue discriminado/a, para someter su queja por escrito y firmada. Su queja firmada debería incluir:**
  - Su nombre, dirección, número de teléfono y su firma.
  - El nombre y dirección del programa o facultad que le haya discriminado.
  - La razón, manera y hora en que sucedió la discriminación, además del nombre de las personas involucradas, si lo sabe.
  - Incluya toda la información que disponga con respecto a su queja.
  - Nombres de personas que la puedan ser útiles al Coordinador a fin de investigar su caso.
¿QUÉ HARÍA LA UNIVERSIDAD DE TENNESSEE CON MI QUEJA?
Tan pronto como Ud. instituya una queja, el coordinador del Título Sexto la revisará para determinar si su problema concierne el Título Sexto. Cada centro universitario dispone de procedimientos que varían de un centro a otro, pero el Coordinador del Título Sexto, por lo general, investigará su queja e intentará resolver cualquier cuestión de abuso.

¿QUÉ SUCEDERÍA SI EL RECIÉNTE DECIDIERA TOMAR REPRESALIAS CONTRA MÍ POR EJERCER MI DERECHO DE SOBRETE UNA QUEJA?
Ud. debe saber que quien es reportado en la queja indicando a la Universidad de Tennessee, tiene prohibido tomar represalias contra usted o cualquier persona por la que ésta se oponga a una práctica ilegal, se queje o presente una demanda bajo el amparo del Título Sexto u ofrezca testimonio. Si Ud. cree que se han tomado represalias contra Ud. contacte inmediatamente al coordinador de su centro universitario, a fin de que conduzca una investigación.

La Universidad de Tennessee no discrimina en razón de raza, sexo, edad, religión, nacionalidad, estatus de discapacidad, o estado de maternidad en programas o actividades de la Universidad de Tennessee. Esta norma se aplica tanto a la contratación como a la admisión a la Universidad.

De acuerdo con el Título VI de la Ley de Derechos Civiles de 1964, Título VII del Código Federal de 1964, Título IX del Acta de la Federal de 1972, Título IX del Acta de la Federal de 2008, y el Acta de Americanos con Discapacidades (ADA) del 1990, la Universidad de Tennessee se discrimina debido a raza, sexo, edad, religión, origen nacional, estatus de discapacidad, o estado de maternidad en programas o actividades de la Universidad de Tennessee. Esta norma se aplica tanto a la contratación como a la admisión a la Universidad.

Si su programa y caso están basados en el Título VI, Título VII, Título IX, ADA o la Acta de Discriminación por Edad en el Empleo (EEA), o cualquier de las otras leyes antes mencionadas, a la oficina de Equidad y Diversidad (EEA) o a la oficina de Equidad y Diversidad (EEOC) están disponibles para ayudarlo a resolver cualquier cuestión de discriminación que se presente en su programa, servicio o institución del campus universitario.

Para más información, vea a la Oficina de Equidad y Diversidad.

Página 2: (0130-301-07)

Esta es una versión de la Oficina de Equidad y Diversidad, con excepción de la revisión de Servicios Especiales de la Universidad de Tennessee, 635 630-4422, Rev. 7-82.
Appendix I

Example of a Campus Discrimination Complaint Procedure
UNIVERSITY OF TENNESSEE
DISCRIMINATION COMPLAINT PROCEDURE

Any UT employee, student, applicant for admission or employment, or other participant in UT’s programs or activities, who believes that he or she has been discriminated against on the basis of race, color, sex (including sexual harassment), religion, national origin, age, disability or veteran status is encouraged to use the procedures outlined below for the resolution of his or her complaint. University policy prohibits retaliation against any person who in good faith opposes a practice which he/she believes to be discriminatory. Complaints of discrimination should be directed to the Office of Equity and Diversity (OED), 1840 Melrose Avenue, Knoxville, Tennessee 37996-3560 (telephone: 974-2498, TDD available). Complaints must be put in writing and filed within 300 calendar days of the alleged discriminatory action. In certain circumstances, at the discretion of OED, complaints filed outside of this time limit or that are not put in writing may be investigated.

1. Employees and students are encouraged to attempt to resolve a complaint through the administrative structure of the employment unit or academic department. OED will provide assistance to the complainant, employment unit, and/or academic department in order to resolve the complaint.

2. Complaints received directly by OED will be reported by the Director (or the Director's designee) to the appropriate administrator(s) who will attempt to resolve the matter working in conjunction with OED. Confidentiality will be maintained to the extent possible.

3. If the complaint is not resolved through the methods described above, OED may use the following:
   a. Complaints should be submitted in writing to OED. The complaint must include (1) the name of the complainant; (2) an explanation of the action or conduct complained of and (3) the person or department responsible for the action. The complaint should include the resolution sought by the complainant. The head of the responding unit or academic department and the party against whom the complaint has been lodged (respondent) will be notified of the complaint.
   b. OED will conduct an investigation, the nature and scope of which will be determined by OED on a case-by-case basis. The investigation may include any or all of the following, as well as such other action as OED deems appropriate: interviewing the complainant; interviewing the respondent; interviewing witnesses; submitting questions to or taking statements from parties or witnesses; reviewing documents; and/or setting up an investigative committee.
   c. If an investigative committee is deemed appropriate, the relevant Chancellor/Vice Chancellor/ Vice President or the President (in the event that the complaint is made against a Chancellor/Vice Chancellor/ Vice President) will be asked by OED to appoint the members of such a committee. OED may assist the appropriate administrator in appointing committee members.
   d. The investigative committee, or OED if there is no investigative committee, will make findings of fact and will determine whether sufficient evidence exists to support a charge of discrimination. Those findings, together with a statement outlining the basis for them, will be transmitted by OED to the appropriate administrator. A copy will also be available to the complainant.
   e. The appropriate administrator(s) will review OED's findings, make a determination and notify the complainant of the decision in writing. Within fifteen workdays after receipt of that decision, complainants who are in staff non-exempt positions may pursue a grievance under UT Personnel Policy and Procedure 640, contained in the UT Policies and Procedures Manual if they are not satisfied with the determination.
   f. If the complainant is not satisfied with the determination and is not eligible to or has not elected to file a grievance, the complainant may appeal in writing within fifteen workdays after receipt of the decision to the next higher administrative level. The decision on the appeal will be provided in writing to the complainant. Decisions by a Chancellor/Vice Chancellor/ Vice President may be appealed to the President.
Appendix J

University of Tennessee Summary of Title VI Complaints and Complaint Form
Title VI Complaints/Inquiries Reported July 1, 2005 – June 30, 2006

The Office of Equity and Diversity (OED) did not receive any complaints during the reporting that were identified as Title VI complaints. It is important to note that when persons contact an OED office, they do not always identify their issue as a Title VI issue. OED tries to determine if the complaint/inquiry falls within the parameters covered by Title VI.
The University of Tennessee  
Summary of Title VI Complaints  
July 1, 2005 – June 30, 2006

| Campus/Institute: ________________________________________________________ |
| Title VI Coordinator: ____________________________________________________ |

1. Number of Title VI complaints received during the fiscal year.____________
2. Number of open complaints at the present time.________________________
3. For each complaint filed during the fiscal year, please provide the following:
   Brief description of the complaint:______________________________________
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   Who did the investigation (office and individual):______________________
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   Status or Results:___________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________

Please complete and return to:  
Theotis Robinson, Jr.  
The University of Tennessee  
827 Andy Holt Tower  
Knoxville, TN  37996-0180  
Fax: (865) 974-0679
Appendix K

Enrollment, Retention and Graduation Rates
## Undergraduate Enrollment by Race

### The University of Tennessee - Knoxville

<table>
<thead>
<tr>
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<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>17,862</td>
<td>17,383</td>
<td>16,713</td>
<td>16,940</td>
<td>17,255</td>
<td>17,552</td>
<td>1.0%</td>
</tr>
<tr>
<td>African American</td>
<td>1,328</td>
<td>1,399</td>
<td>1,423</td>
<td>1,568</td>
<td>1,772</td>
<td>1,813</td>
<td>22.8%</td>
</tr>
<tr>
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<td><strong>20,103</strong></td>
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### The University of Tennessee - Chattanooga

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<td><strong>7,197</strong></td>
<td><strong>7,405</strong></td>
<td><strong>7,277</strong></td>
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### The University of Tennessee - Martin

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<td><strong>5,661</strong></td>
<td><strong>5,936</strong></td>
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## Progression
The University of Tennessee System
Freshmen Who Return as Sophomores

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<tr>
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**Note:** The source of these data is the DMC report from the Tennessee Higher Education Committee. These represent host-to-anywhere progression rates. THEC does not calculate host-to-host rates.

THEC will no longer be supplying these numbers post GIER 2006.
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<td>African American</td>
<td>46.3%</td>
<td>African American</td>
<td>37.5%</td>
<td><strong>Note</strong>: The source of these data is the DMC report from the Tennessee Higher Education Committee. These represent host-to-anywhere progression rates. THEC does not calculate host-to-host rates. THEC will no longer be supplying these numbers post GIER 2006</td>
</tr>
<tr>
<td>01 - 02 (1996 Cohort)</td>
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<td>44.8%</td>
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<tr>
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<td>31.6%</td>
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<tr>
<td>04 - 05 (1999 Cohort)</td>
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<td>68.6%</td>
<td>57.1%</td>
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Appendix L

Degrees Awarded by Race and by Campus
## 2005-2006 Degrees Awarded by Major and Race
### The University of Tennessee

<table>
<thead>
<tr>
<th>Degree</th>
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### 2005-2006 Degrees Awarded by Major and Race
#### The University of Tennessee

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THE UNIVERSITY OF TENNESSEE
FY 2005-2006

PURCHASE ORDER DOLLAR AMOUNTS

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<td>Memphis</td>
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**241.892**

ACCOUNTS PAYABLE EXPENDITURES

CANNOT BREAKDOWN BY CAMPUS

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**201,347**
# PURCHASE ORDER DOLLAR AMOUNTS

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## Accounts Payable Expenditures

**FY 2005-2006**

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<td>317,907</td>
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</table>

Total expenditures cannot be provided by campus.

The expenditures for Procurement Card Payments for Large and Minority are included this total.*
Appendix N

The University of Tennessee Faculty and Staff Data
The University of Tennessee System
IPEDS Fall Staffing Survey - Official Reporting Year
Data as of October 31, 2006

| Campu s | Race | Gende r | EEO Category | Facult y | Exec / Mgt | Prof | Tech / Para | Clerica l | Skille d Craft | Servic e | Total | Facult y | Exec / Mgt | Prof | Tech / Para | Clerical | Skille d Craft | Servic e | Total | Facult y | Exec / Mgt | Prof | Tech / Para | Clerical | Skille d Craft | Servic e | Total |
|---------|------|--------|--------------|---------|------------|------|-------------|---------|--------------|---------|------|---------|------------|------|-------------|---------|--------------|---------|------|---------|------------|------|-------------|---------|--------------|---------|------|---------|------------|------|-------------|---------|--------------|---------|------|
| UT      | White | Male   | 1,174 | 252 | 894 | 276 | 148 | 375 | 1,083 | 4,20 | 2 | 41.66% | 286 | 11 | 51 | 30 | 18 | 5 | 285 | 686 | 40.98% | 4,888 | 41.56% |
|         | Female |                      | 621 | 211 | 993 | 270 | 1,390 | 14 | 339 | 3,83 | 8 | 38.05% | 168 | 12 | 106 | 68 | 216 | 2 | 163 | 735 | 43.91% | 4,573 | 38.88% |
| Minority | Male |                      | 299 | 30 | 232 | 45 | 37 | 40 | 251 | 934 | 9 | 9.26% | 34 | 0 | 14 | 6 | 12 | 0 | 21 | 87 | 5.20% | 1,021 | 8.68% |
|         | Female |                      | 140 | 32 | 249 | 127 | 365 | 1 | 199 | 1,11 | 3 | 11.03% | 27 | 0 | 12 | 19 | 91 | 0 | 17 | 166 | 9.92% | 1,279 | 10.87% |
| All     | Male |                      | 1,473 | 282 | 1,126 | 6 | 321 | 185 | 415 | 1,334 | 5,136 | 6 | 50.92% | 320 | 11 | 65 | 36 | 30 | 5 | 306 | 773 | 46.18% | 5,909 | 50.24% |
|         | Female |                      | 761 | 243 | 2 | 397 | 1,755 | 15 | 538 | 1 | 49.08% | 195 | 12 | 118 | 87 | 307 | 2 | 180 | 901 | 43.91% | 5,852 | 49.76% |
| UTC     | White | Male   | 179 | 66 | 68 | 19 | 10 | 22 | 23 | 387 | 36.68% | 145 | 0 | 8 | 22 | 23 | 2 | 31 | 231 | 36.38% | 618 | 36.57% |
|         | Female |                      | 146 | 52 | 69 | 19 | 131 | 1 | 17 | 435 | 41.23% | 180 | 1 | 7 | 35 | 36 | 0 | 30 | 291 | 45.83% | 726 | 42.96% |
| Minority | Male |                      | 27 | 9 | 13 | 0 | 4 | 8 | 39 | 100 | 9.48% | 11 | 0 | 0 | 4 | 7 | 0 | 20 | 42 | 6.61% | 142 | 8.40% |
|         | Female |                      | 22 | 9 | 9 | 10 | 45 | 0 | 38 | 133 | 12.61% | 12 | 0 | 2 | 7 | 26 | 0 | 24 | 71 | 11.18% | 204 | 12.07% |
| All     | Male |                      | 206 | 75 | 81 | 19 | 14 | 30 | 62 | 487 | 46.16% | 156 | 0 | 8 | 26 | 30 | 2 | 51 | 273 | 42.99% | 760 | 44.97% |
|         | Female |                      | 168 | 61 | 78 | 29 | 176 | 1 | 55 | 568 | 53.84% | 192 | 1 | 9 | 42 | 64 | 0 | 54 | 362 | 57.01% | 930 | 55.03% |
| UTM     | White | Male   | 145 | 34 | 45 | 21 | 7 | 40 | 58 | 350 | 43.75% | 69 | 0 | 2 | 0 | 1 | 0 | 0 | 72 | 40.00% | 422 | 43.06% |
|         | Female |                      | 94 | 33 | 69 | 6 | 134 | 1 | 38 | 375 | 46.88% | 77 | 0 | 3 | 1 | 15 | 0 | 2 | 98 | 54.44% | 473 | 48.27% |
| Minority | Male |                      | 15 | 1 | 7 | 0 | 0 | 2 | 9 | 34 | 4.25% | 3 | 0 | 0 | 0 | 1 | 0 | 0 | 4 | 2.22% | 38 | 3.88% |
|         | Female |                      | 17 | 1 | 9 | 0 | 7 | 0 | 7 | 41 | 5.13% | 5 | 0 | 0 | 0 | 1 | 0 | 0 | 6 | 3.33% | 47 | 4.80% |
| All     | Male |                      | 160 | 35 | 52 | 21 | 7 | 42 | 67 | 384 | 48.00% | 72 | 0 | 2 | 0 | 2 | 0 | 0 | 76 | 42.22% | 460 | 46.94% |
|         | Female |                      | 111 | 34 | 78 | 6 | 141 | 1 | 45 | 416 | 52.00% | 82 | 0 | 3 | 1 | 16 | 0 | 2 | 104 | 57.78% | 520 | 53.06% |
Appendix O

University of Tennessee Board of Trustee Diversity Policy
STATEMENT OF COMMITMENT
TO DIVERSITY AND EQUAL OPPORTUNITY

Approved by the University of Tennessee Board of Trustees
December 11, 2001

The primary mission of the University of Tennessee is to provide quality educational opportunities for the people of this state. Essential components of a quality education include an outstanding and diverse faculty, first-class facilities, and an environment conducive to learning. The Board of Trustees is committed to achieving each of these essential components at the University of Tennessee.

One measure of the quality of an educational experience is the extent to which it enables the recipient to compete and be productive in the marketplace and contribute to the quality of life. Through the expansion of transportation and communication systems, the marketplace continues to become more diverse and global in nature. The Board of Trustees recognizes that diversity in the educational environment adds value to the educational experience and the degree earned. This value-added experience prepares the graduate to contribute more effectively to society and to compete more effectively in the global marketplace of the 21st century.

As the University of Tennessee enters its third century of service to the people of Tennessee, the state is experiencing significant demographic changes reflective of national demographic trends. The Board of Trustees recognizes that the University must meet the challenge of providing educational and employment opportunities for this changing population.

The Board of Trustees specifically affirms its commitment to the requirements, objectives, and spirit of the court-approved Consent Decree in the desegregation litigation known as Geier v. Sundquist. The Board is committed to achieving the Consent Decree's ultimate objective of a racially unitary system of public higher education in Tennessee and elimination of any policy or practice traceable to the racially segregated system of higher education that once existed in Tennessee by law. The Board is also committed to making employment and promotion decisions unfettered by the discriminatory practices of the former system. To these ends, the Board expressly reaffirms the University's policy of nondiscrimination in all aspects of university life, including financial aid, extracurricular activities, hiring, promotion and retention of employees, and the recruitment, enrollment and retention of students.

Consistent with the continuing duty to eliminate any vestiges of the former racially segregated system, the Board recognizes the need for the University to engage in a variety of remedial initiatives to attract and retain African American faculty, staff, and students. The Board of Trustees hereby directs the University administration to engage in vigorous compliance with the letter and spirit of the Consent Decree and to report periodically to the Board on compliance activities and achievements. The Board further directs that any performance evaluation of department heads, deans, vice chancellors, provosts, and chancellors/vice presidents of each campus and institute include a review of performance with respect to the requirements and objectives of the Consent Decree.

It is the vision of the Board of Trustees for the University of Tennessee to become a university of choice where faculty, staff, and students of diverse backgrounds and cultures choose to affiliate; where all people are treated with respect, understanding, and fairness; and where a quality educational experience enhances the growth and development of all served. Achievement of this vision is the administrative responsibility of the University administration, beginning with the President and including the administrative staff of each campus and institute.
Appendix P

Memorandum of Understanding between UT and TSU:
Agricultural Extension
MEMORANDUM OF UNDERSTANDING
ON EXPANDING AGRICULTURAL RESEARCH COLLABORATION
BETWEEN
TENNESSEE STATE UNIVERSITY COOPERATIVE AGRICULTURAL RESEARCH PROGRAM
AND
THE UNIVERSITY OF TENNESSEE AGRICULTURAL EXPERIMENT STATION

PREAMBLE

The parties involved, Tennessee State University Cooperative Agricultural Research Program, hereafter referred to as TSU CARP, and the University of Tennessee Agricultural Experiment Station, hereafter referred to as UT AES, were included in the settlement of the Civil Action #5077, Gelser et al. v. Sundquist et al. Whereas, the Consent Decree resulting from this case instructs both TSU CARP and UT AES to expand agricultural research collaboration, the President of Tennessee State University, acting subject to the approval of the Tennessee Board of Regents, and the President of the University of Tennessee, acting subject to the approval of the Tennessee Board of Trustees, enter into this Memorandum of Understanding (MOU) effective October 1, 2001, through the period September 30, 2006. The articles are severable, in that lack of funding for one article does not preclude others.

1. The Development of Joint Research Programs for Expanding Collaboration
   a. TSU CARP and UT AES shall develop joint research programs in the areas of Nursery Crops, Forestry/Forest Economics & Policy, Environmental Protection, and Food Safety.
   b. Both sides agree that financial support is necessary to get the projects listed above initiated. Both institutions will individually seek $500,000, annually for a five-year period, from state funds appropriated for the settlement of this case or from other state sources to implement collaborative projects. Using collaborative efforts, both institutions will also seek additional extramural funding for research projects.
   c. At the end of the five-year funding period, both parties will seek funds from other sources to continue the projects.

2. Administration of Joint Projects
   a. Projects funded under the efforts described under Article # 1b shall be divided equally between TSU CARP and UT AES and administered by their respective directors. Projects funded using these funds must (i) be collaborative between both institutions and (ii) be approved by both directors.
   b. Proposals submitted for funding shall be pre-reviewed for scientific merit and potential to benefit agriculture in the State of Tennessee. Both directors shall appoint a proposal review committee consisting of an equal number of representatives from both institutions. The final decision on funding of proposals shall be made by both directors.

3. Leveling the Field for Expanding Collaboration
   a. It is recognized by both parties that an essential ingredient in successfully achieving the goals of the Consent Decree as it relates to the expansion of research collaboration between the two institutions is leveling the collaborating field. This leveling of the collaboration field is intended to benefit TSU CARP and to enhance its capacity to take advantage of opportunities in the future, and to eliminate the possibility of becoming the subordinant in the partnership.
i. **Name Change** – To better reflect what TSU CARP currently does as a part of its mission and the resources that it manages relative to other schools and colleges at Tennessee State University, Tennessee State University shall change the name of TSU CARP to Tennessee State University Cooperative Agriculture, Forestry, and Environmental Research Institute (TSU CAFERI). As with the current TSU CARP, the renamed institute will report to the Vice President of Academic Affairs.

ii. **Funding** – Prior to 1998, the Federal appropriation to the Cooperative Agricultural Research Program (CARP) for agricultural research and to similar programs at other 1890 Land-Grant institutions did not require State matching. On the other hand, Federal appropriations for agricultural research at all 1862 Land Grant universities (including UT AES) have required State matching, and States have provided the necessary match. In 1998, the Agricultural Research, Extension, and Education Reform Act required that Federal appropriation for agricultural research at 1890 institutions be matched. The law stipulates that States make available matching funds to their 1890 institutions. Specifically, the law calls for a 50 percent match for FFY 2002. For CARP, this means a matching requirement of $1.1 million. In view of this matching requirement, this MOU anticipates that TSU CARP or its successor (TSU CAFERI) the receipt of funds needed to meet its Federal matching requirements (currently $1.1 million annually). Any funding provided in Article 1b of this MOU shall be counted towards meeting the matching requirements.

iii. **Common Terms of Reference** – Tennessee State University shall change the classification of its agricultural scientists and senior agricultural research administrators to make it similar to the classification utilized by UT AES. The classification of researchers to be adopted by TSU CARP or its successor (TSU CAFERI) shall include the following: (1) Research Professor; (2) Research Associate Professor; (3) Research Assistant Professor; (4) Postdoctoral Research Associate; (5) Research Associate; and (6) Research Assistant. The reclassification of senior administrators shall be as follows: (1) Dean and Research Director for TSU CARP or its successor (TSU CAFERI); (2) Associate Dean for Research; and (3) Assistant Dean for Research and Superintendent of the Nursery Crop Research Station.

4. **Student Exchanges and Joint Graduate/Undergraduate Programs**

   a. Both parties will work together in implementing student exchanges and jointly offering graduate courses by distance education. Student exchanges shall take the form of summer internships, and student participation in collaborative or joint projects as described in Article # 1a of this MOU.

   b. Both parties shall work together in exploring possibilities for joint graduate and undergraduate programs. In the interim, each institution shall periodically share with the other available opportunities for students to pursue graduate degrees in the agricultural sciences.
5. International Research
   a. When feasible, both parties shall combine efforts to jointly seek opportunities for being involved in international agricultural initiatives.

6. Sharing of Research Facilities
   a. Each of the parties shall maintain autonomy over the agricultural research stations and facilities it currently operates.
   b. The utilization of each other’s stations and facilities shall be project driven. In other words, a necessary requirement for the sharing of facilities shall include the existence of a joint project between both institutions that requires the sharing of resources, and the placing of a researcher or researchers from one institution to another institution’s research station. At any such time that a joint project is undertaken, the parties shall reduce to writing a plan detailing how resources sharing shall occur, including personnel resources.
   c. All requests for the sharing of facilities shall be reviewed and approved by the Directors/Deans of the TSU CARP and UT AES.

7. The MOU
   a. This MOU shall be reviewed annually to assess progress and its relevance. It may be amended by a joint consent of the administration of Tennessee State University and the administration of the University of Tennessee as listed below.

8. Severability Clause
   If any provision of this agreement or the application thereof to any person, agency or circumstance is held invalid, the invalidity shall not affect other provisions or applications of the agreement. In such instance, those provisions which can be given effect shall be given their full effect, and to this end the provisions of this chapter are severable.

TENNESSEE STATE UNIVERSITY
By: [Signature] Date: 4-12-02
Research Director
Cooperative Agricultural Research Program

By: [Signature] Date: 4/15/02
Vice President for Academic Affairs

By: [Signature] Date: 4/15/02
President

THE UNIVERSITY OF TENNESSEE
By: [Signature] Date: 3/20/02
Dean, Tennessee Agricultural Experiment Station

By: [Signature] Date: 3/20/02
Vice President for Agriculture

By: [Signature] Date: 3/22/02
President
MEMORANDUM OF UNDERSTANDING
ON
AGRICULTURAL EXTENSION WORK
STATE OF TENNESSEE

This agreement is made and entered into by and between The University of Tennessee, an educational institution of the State of Tennessee, and Tennessee State University, an educational institution of the State of Tennessee.

WITNESSETH:

Whereas, The University of Tennessee and Tennessee State University have entered into a Memorandum of Understanding with the United States Department of Agriculture to carry out Extension work in the State of Tennessee in accordance with Section 1444 of Public Law 95-113, Food and Agriculture Act of 1977 which requires a single, comprehensive State program, the President of The University of Tennessee acting subject to the approval of the Board of Trustees and the President of Tennessee State University acting subject to the approval of the Board of Regents further entered into a Memorandum of Understanding dated August 31, 1978, outlining procedure for mutual cooperation in carrying out a statewide Extension program.

Now, therefore, pursuant to said Memorandum of Understanding dated August 31, 1978, The University of Tennessee and Tennessee State University hereby agree to the following for the Federal fiscal years October 1, 2001 – September 30, 2006:

1. The Administrator of the 1890 Cooperative Extension Program and the Dean of the 1862 Agricultural Extension Service will serve as co-executives of the Tennessee Extension System where the two Universities have joint programs. The Administrator or his designee will have responsibility to assist in the evaluation of District Directors and County Extension Directors who supervise Tennessee State University personnel.

2. Tennessee State University and The University of Tennessee will work toward the goal of having a new joint electronic planning and reporting system. The implementation of a joint system will be contingent upon additional funding for such a system. University of Tennessee Extension will provide support for the planning, reporting and technical computer support for Tennessee State University agents and support staff located in county offices, based on the number of employees. Expenses will be determined and prorated based on total cost of operations for the computer support staff and the planning and reporting system. Tennessee State University will provide support for the planning, reporting and computer operations for Tennessee State University specialists. Computer hardware and software costs for agents and support staff will be cost shared by Tennessee State University and county governments.

3. In counties where agents are co-located, Tennessee State University and University of Tennessee agents will be eligible for county leadership positions. The employing university will be responsible for salary increase for leadership responsibilities. Tennessee State University and University of Tennessee agents will be eligible to apply for leadership responsibilities above the county level at either institution for which they are qualified.
4. Tennessee State University will budget up to $2,500 per county annually for a fund to support creative program delivery proposals from the respective counties where Tennessee State University agents are co-located with University of Tennessee agents. The proposals to be funded will be selected by a committee made up of Tennessee State University and University of Tennessee agents and faculty.

5. The County Extension Director will serve as liaison with county government officials on behalf of Tennessee State University as well as The University of Tennessee in establishing and maintaining a joint Extension program. The County Extension Director is responsible for securing office space, financial support, and making arrangements for the program of work in the county. There will be no charge to either University for office space.

6. The proposed annual county budget, where University of Tennessee and Tennessee State University have joint programs, will be submitted, reviewed and approved by both the Dean of The University of Tennessee Agricultural Extension Service and the Administrator for Tennessee State University Extension Program.

7. The Dean of The University of Tennessee Agricultural Extension Service will assist to equalize cost share from county government for agents from both universities.

8. Any cuts in the county cost share will be shared equally by the staff of both universities, based on county salary percentage of affected employee and the county funding plan established and agreed upon by the county and Tennessee State University and The University of Tennessee Agricultural Extension Service.

9. The County Extension Director will seek approval of the county government prior to the establishment of, or expansion of, a program of work by either University. Without county government approval neither University will establish or expand a program of work.

10. Tennessee State University county Extension agents will follow the same classification and promotion system as for The University of Tennessee Agricultural Extension Service.

11. In order to enhance salary equity between Tennessee State University Cooperative Extension Program and The University of Tennessee Agricultural Extension Service state positions, a new classification system will be implemented for Tennessee State University state staff with appropriate criteria for promotion. These positions are Extension Professor, Extension Associate Professor, Extension Assistant Professor, and Extension Assistant I and II.

12. Supplies and equipment for Tennessee State University and University of Tennessee faculty and staff will be provided by the respective Universities. Charges for the printing of publications, video productions, and other special services will be negotiated between the Universities as required.

13. There will be no charge to either University for copier and facsimile machine services; however, the Universities will share equally the cost for maintenance of the machines. Replacement of digital duplicator will be a prorated share by Tennessee State University and University of Tennessee. Cost of supplies and maintenance of risograph will also be prorated.

14. The University of Tennessee will invoice Tennessee State University for meals, lodging, and other direct costs incurred by Tennessee State University personnel at 4-H Centers and commercial establishments as a result of joint program efforts at the end of each federal fiscal year (September 30).
15. The two Universities will implement a mutual use of the Universities’ logos where there are joint county programs. The Administrator will provide appropriate signs for county offices, and joint logos will be used on program announcements and related public notifications where the two Universities engage in a collaborative project.

16. The two Universities will jointly appoint and maintain one Extension Advisory Council (75 percent University of Tennessee, and 25 percent Tennessee State University).

17. The two Universities will plan and conduct a joint Extension Conference.

18. The two Universities will provide New Workers’ Orientation and staff development for employees.

19. Tennessee State University plans to continue working with The University of Tennessee in mutually agreed upon counties. All counties considered for expansion will be based on need and willingness to cost share positions. Any designated county staffing plan may be changed if mutually agreed upon by Tennessee State University, The University of Tennessee and the respective county.

20. The Administrator and Dean will initiate and maintain a dialogue between appropriate Tennessee State University and University of Tennessee personnel to assure congruence between methods of operation and the Memorandum of Understanding implementing the Food and Agriculture Act of 1977 requirement for a single, comprehensive Extension program.

21. This Memorandum of Understanding will be reviewed annually, and it may be amended by joint consent of the administration of Tennessee State University and the administration of The University of Tennessee (listed below).

THE UNIVERSITY OF TENNESSEE          TENNESSEE STATE UNIVERSITY

____________________________________  __________    ________________  __________
Dean                                   Date   Administrator                    Date
Agricultural Extension Service         1890 Extension Program

_________________________          _____  __________________________        _____
Vice President for Agriculture       Date    Vice President, Academic Affairs    Date

_________________________          _____  __________________________ _____
Emerson H. Fly                       Date   James A. Hefner                    Date
Acting President, University of Tennessee  President, Tennessee State University
Appendix Q

Racial Composition of Major University Committees
ADVISORY COMMITTEE ON STUDENT FINANCIAL AID
2006-2007

Dr. Richard Bayer, Interim Chair
Dean
Enrollment Services
305 Student Services Building
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rbayer@utk.edu

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Comm/Info Academics Affairs
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THE UNIVERSITY OF TENNESSEE
BOARD OF TRUSTEES
November 3, 2006

* Indicates Preferred Mailing Address

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State Capitol
Nashville, TN 37219
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Fax: 615-532-4644

Governor’s Residence
Curtiswood Lane
Nashville, TN 37204
Telephone:

The Honorable Ken Givens (Connie)
Commissioner of Agriculture *
Ellington Agricultural Center
Box 40627
Nashville, TN 37204
Work Ph: 615-837-5100/Cell: 615-394-1340
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The Honorable Lana C. Seivers
Commissioner of Education *
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1323 Sunset Drive
Signal Mountain, TN 37377
Telephone: 423-886-5287
Commission for Blacks

Chair: Jane Redmond, Assistant Vice Chancellor for Student Affairs

Task: Recommends changes in or additions to university policies and procedures to reflect Black concerns; makes suggestions for new and existing academic and extracurricular programs related to Blacks; encourages research to identify the problems and progress of Blacks on campus; encourages Black faculty, staff and student involvement in all aspects of campus life.

Membership:

- Phyllis Nichols, Knoxville Area Urban League
- Debora Baldwin, Psychology
- Denelle Niles Brown, Black Cultural Center
- Alan Chesney, Human Resources
- Valeria Clark, Engineering Co-Op
- Felicia Felder-Hoehne, Libraries
- Lou Gross, Faculty Senate
- Pam Hindle, Commission for Women
- Carolyn Hodges, Graduate School
- John O. Hodges, Religious Studies
- Judy Jackson
- Joann Jeter, Career Services
- Ronald McFadden, Educational Advancement
- Nancy McGlasson, Undergraduate Admissions
- Jocelyn Milton, Minority Student Affairs
- Marvelene C. Moore, School of Music
- Anton Reece, Student Activities
- Wornie Reed, Africana Studies
- Theotis Robinson, UT Vice President for Equity & Diversity
- Marva Rudolph, Office of Equity & Diversity
- Philip Scheurer, Office of the Chancellor
- John Sibley, Literacy Imperative
- Delores E. Smith, Child & Family Studies
- Lisa R. Smith, Civil & Environmental Engineering
- Eric M. Stokes, Undergraduate Admissions
- Rosa Thomas, Student Health Services
- Maxine Thompson-Davis, Dean of Students
- Gloria Tipton, Telephone Services
- Gregory Washington, Boling Center for Developmental Disabilities
- Quannah Washington, College of Education, Health & Human Services

Students:

- Antonio Cantrell
- Alaka Hoskins
- Gavin Luter
- Bryan Montgomery
- Graduate Assistant: Zanele Ngubeni
Commission for Lesbian, Gay, Bisexual and Transgender People

Chair: George Hoemann, Assistant Dean of Distance Education

Task: Our newest advisory group, formed in December 2006, plans, evaluates, and carries out university programs, policies and services designed to improve the status of LGBT people on campus; serves as an advocacy group committed to the protection and advancement of LGBT students, faculty and staff.

Web site: http://lgbt.utk.edu/

Membership:

- Melissa Bartsch, Student Counseling Center
- Donna Braquet, Libraries
- Ed Cortez, Information Sciences
- Ronald Gilmour, Libraries
- Chris Hodge, OIT Customer Technology Support
- Wes Knott, Libraries
- Marti McClard, Thornton Athletics Student Life Center
- Bharat Mehra, Information Sciences
- Becky Morgan, Student Health Service
- Jenny Moshak, Sports Medicine
- Tony Murchison, Social Work
- Renee Smith, OIT Digital Media Services
- P.J. Snodgrass, OIT Customer Tech Support
- Roger Weaver, Libraries
- Ed White, Literacy Studies

Ex-officio Voting Members:

- Kristi Bogle, Student Government Association
- Pam Hindle, Commission for Women
- Ashe Smith, Lambda Student Union
- Eddie Woodruff, Graduate Student Senate
- Yang Zhong, Center for International Education
- Employee Relations Council Rep (to be named)
- Student assistant to the Commission (to be named)

Ex-officio Non-Voting Members:

- Alan Chesney, Human Resources
- Lou Gross, Faculty Senate
- Jane Redmond, Commission for Blacks
- Marva Rudolph, Diversity Council
- Maxine Thompson-Davis, Dean of Students
Commission for Women

**Chair:** Pam Hindle, Associate Registrar

**Web site:** http://cfw.utk.edu/

**Task:** Plans, implements, and evaluates university programs, policies and services designed to improve the status of women on the Knoxville campus; recommends new and existing academic, professional development, and extracurricular programs; encourages research to assess the status of women at UT; and keeps the community informed on programs related to women.

**Membership:**

- Tammi Brown, Business Administration
- Alan Chesney, Human Resources
- Lori Epperson, OIT Office of the Chief Information Officer
- Margaret Crawford, Construction Research Analysis
- Melanie Feltner-Reichert, Libraries
- Dee Fortenberry, Bursar’s Office
- Mary Papke, Graduate School and Ready for the World
- Deborah Glenn, Financial Aid
- Nancy Goslee, English
- Rhonda Green, Thornton Athletics Student Life Center
- Mary Evans, Student Orientation
- Louis J. Gross, Faculty Senate
- Deb Haines, Veterinary Medicine
- Denise Harvey, Office of the Chancellor
- Carolyn Hodges, Graduate School
- George Hoemann, LGBT Commission
- Noriko Horiguchi, Modern Foreign Languages & Literatures
- Katherine B. Howland, Thornton Athletics Student Life Center
- Nancy Howell, Veterinary Medicine
- Lyndsey Hulen, Student Activities
- Barbara Klinkhammer, School of Architecture
- Thura Mack, Libraries
- Charles Maland, English
- Lillian Mashburn, Governmental Relations
- Nancy McGlasson, Undergraduate Admissions
- Jocelyn Milton, Minority Student Affairs
- Anita Monroe, Law
- Jane Moser, Statistics, Operations, & Management Science
- Rose Parker, OIT Customer Technology Support
- Jane Redmond, Commission for Blacks
- Jennifer Richter, Office of Equity and Diversity
- Izetta Slade, Municipal Technical Advisory Service
- Wendy Syer, Center for International Education
- Cheryl Travis, Psychology
- Rosa Thomas, Student Health Service
- Maxine Thompson-Davis, Dean of Students
Students:

- Kristi Bodle, Student Government Association President
- Margaret McColl Adelman
- Brandice Green
- Melissa Hage
- Paris Hooke
- Will Pratt
- Brooke Smith
- Emily Stevens
- Georgia Varlan
- Bethany Wild
- Eddie Woodruff
- Tabbatha Cavendish
Committee for Campus Environment

Co-chairs: Mary English, Research Leader, Institute for a Secure and Sustainable Environment; and John Nolt, Professor of Philosophy

Web site: http://www.cce.utk.edu/default.htm

Task: Advises on improving the physical environment of the campus, to ensure that environmentally sustainable principles are used in design, construction, operation, and maintenance decisions and practices at UTK; and to increase the day-to-day environmental awareness and knowledge of students, faculty, and staff. Current project is a 25-year Energy Plan for UT in collaboration with ORNL staff, to be completed later this year.

Membership:

- Greg Britten, Environmental Health and Safety
- Wayne Davis, Engineering Administration
- David Doane, Institute for Industrial Services
- Rich Jendrucko, Mechanical Engineering
- Terry Ledford, Facilities Services
- Mike McKinney, Environmental Studies and Geology
- John McRae, Architecture & Design
- John Overly, Facilities Planning
- Jonathan Overly, East Tenn Clean Fuels Coalition & Institute for a Secure and Sustainable Environment
- Bill Park, Agricultural Economics
- Sam Rogers, Plant Sciences
- Gerald Schroedl, Anthropology
- Mark Smith, Environmental Health and Safety
- Mike Sherrell, Facilities Services
- Ken Stephenson, Mathematics
- Sarah Surak, Facilities Services

Students:

- Leslie Chinery
- Reagan Richmond
- Amanda Womack
Cultural Affairs Board

Chair: Jeff Chapman, Director of McClung Museum

(see also, Hilltopics Student Handbook, page 65)

Task: Evaluates new cultural programming in theatre, dance, art and other areas and recommends funding supported by the University Programs and Services Fee.

Membership:

- Shelley Binder, Music
- Tim Hiles, Art & Architecture
- Maxine Thompson-Davis, Dean of Students
- Elizabeth Sutherland, Classics
- Tom Cervone, UT Theatres
- Kelley Morgan-Phillips, UT alumna

Students:

- Brian Alsobrook
- James Devita
- Kristin Ferguson
- Courtney Hubbard
- Steven Reddington
- Robert Pritchett
- Lauren Sherry
Diversity Council

Co-chairs: Marva Rudolph, Director, Office of Equity & Diversity; and Alan Chesney, Executive Director of Human Resources

Related Web site: http://oed.admin.utk.edu/diversityplan/

Task: Advises on creating and sustaining a welcoming, supportive and inclusive campus climate through goals such as attracting and retaining faculty and staff from under-represented populations; attracting, retaining, and graduating students from historically under-represented populations and international students; and ensuring that undergraduate curricular requirements include significant intercultural perspectives.

Membership:

- James (JJ) Brown, Office of the Dean of Students
- Herb Byrd, University Extension
- Luis Cano, Modern Foreign Languages & Literatures
- Denise Harvey, Office of the Chancellor
- Robert J. Hinde, Chemistry
- Pam Hindle, Commission for Women
- Carolyn Hodges, Graduate School
- George Hoemann, Commission for LGBT People
- Jill Keally, Libraries
- Paul Lee, School of Art
- Susan Martin, Office of the Provost
- Alan Muir, Career Services
- Mary Papke, Graduate School and Ready for the World
- Jane Redmond, Commission for Blacks
- Wornie Reed, Africana Studies
- Bob Rider, College of Education, Health & Human Sciences
- Malaika M. Serrano, Center for International Education, Programs Abroad
- Jan Simek, Office of the Chancellor
- Terrell Strayhorn, Educational Psychology & Counseling
- Donna Thomas, Women’s Athletics
- Paula Williams, College of Law
- Research Associate: Sabrina Rhodes, Office of Equity & Diversity
Institute for Public Service
Title VI
Advisory Committee Report
As of December 31, 2006

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Tennessee LE Training Officers Assn.
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Dr. William Bass
Professor Emeritus
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Capt Lester “Chip” Johnson
South Carolina Law Enforcement Div
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President, Tennessee Sheriff’s Association
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Chief John Lowry
Johnson City Police Department
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Sheriff Michael Brown
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Mr. Mark Gwyn
Assistant Director
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901 R.S. Gass Blvd.
Nashville, TN 37216-2639

Chief Bobby Williamson
President, TACP
425 Market Street
Dyersburg, TN 37024
Municipal Technical Advisory Service

East Committee

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City Administrator
City of Sevierville
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Sevierville, TN 37864

Jim Crumley
City Administrator
City of Morristown

Mr. Bill Lyons
Director Economic Development
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Knoxville, TN 37901

Mr. Mitch Moore
City Manager
City of Athens
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Ms. Sally Oglesby
City Clerk
City of Crossville
99 Municipal Avenue
Crossville, TN 38555

Mayor Tom Rowland
City Manager
City of Cleveland
P.O. Box 1519
Cleveland, TN 37364-1519

Mayor Billy Simpson
Town of Jasper
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Jasper, TN 37347

Middle Committee

Mr. Kirk Bednar
Asst City Manager
City of Brentwood
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Ed Craig
City Manager
City of Shelbyville
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Mayor Royce Davenport
City of McMinnville
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Mr. Robert J. Lyons
Assistant City Manager
City of Murfreesboro
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Jim Thomas
City Manager
City of Goodlettsville
105 South Main Street
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Metro Govt. Nashville/Davidson Co.
107 Metropolitan Courthouse
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West Committee

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City of Brownsville
P.O. Box 375
Brownsville, TN 38012
Mayor Allen Barker  
City of Humboldt  
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Ms. Diane Brown  
Administrative Assistant to  
Chief Administrative Officer  
City of Memphis  
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Mayor Harold Craig  
City of Bells  
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*Ms. Lynn Henning  
Human Resources Director  
City of Jackson  
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Mayor George Killebrew  
City of Milan  
1061 South Milan  
Milan, TN  38358

Mr. Steve K. McDaniel  
City Manager  
City of Parker’s Crossroads  
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Wildersville, TN  38388

Mayor Keith McDonald  
City of Bartlett  
6400 Stage Road  
Bartlett, TN  38134-3739

Mr. Don Thornton  
City Manager  
City of Union City  
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---

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Nashville, TN 37219-1804

Doug Goddard, Executive Director  
Tennessee County Commissioners Association  
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Fred E. Congdon, Executive Director  
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**Center for Industrial Services**  
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e-mail: jimdyer@blomand.net

Ross Florey  
Bank of America  
414 Union Street, TN1-100-02-19  
Nashville, TN 37219-1697

Rick Meredith  
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Tennessee Department of Economic & Community Development  
312 Eighth Avenue North, 11th Fl  
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Michelle Proctor  
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Tennessee Department of Economic & Community Dev.  
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Amy Bunton, Manager of Existing Business and Industry  
Tennessee Valley Authority  
P.O. Box 292409  
Nashville, TN 37230

Jack Sisk, UAW Advisor/Director  
Saturn Corporation  
100 Saturn Parkway  
Spring Hill, TN 37174

Wayne Scharber  
Tennessee Association of Business  
611 Commerce, Suite 3030  
Nashville, TN 37203-3742

Dan Stiltz, President  
Marshall Manufacturing Corporation  
611 Hawkins Drive  
P.O. Box 1729  
Lewisburg, TN 37091

Phil Wadsworth  
Center Strategies & Support  
NIST/ MEP  
100 Bureau Drive, Stop 4800  
Gaithersburg, MD 20899-4800  
Phone # 301-975-3945, Fax # 301-926-4340  
e-mail: philip.wadsworth@nist.gov

Bob Webb  
Woodstream  
5360 National Drive  
Knoxville, TN 37914-6629  
Phone # 865-524-7380 x 217  
e-mail: bwebb@woodstream.com

Dan Marcum – Chairman Microcraft, Inc.  
President, CEO – Marcum Capital  
410 Wilson Avenue  
Tullahoma, TN 37388
Institute for Public Service  
Title VI  
Standing Committees and Members by Gender and Race  
As of December 31, 2006  

Center for Industrial Services  
    MEP Advisory Committee – Total Members - 19  
    Females – 3; Racial Minorities – 1  

County Technical Assistance Service  
    Advisory Committee – Total Members – 5  
    Females – 1; Racial Minorities - 0  

Municipal Technical Advisory Service  
    All Committees – Total Members – 25  
    Females – 5; Racial Minorities – 2  

Law Enforcement Innovation Center  
    Advisory Committee – Total Members – 16  
    Females – 2; Racial Minorities – 3
Recreation, Entertainment & Social Board

Chair: Kristi Bogle, Student Government Association President

(see also Hilltopics Student Handbook, page 66)

Task: Develops programming supported by the University Programs and Services Fee in film, travel, popular concerts, dances, exhibits, speakers, sports and recreation, and traditional campus events such as Homecoming, Carnicus and All Sing; coordinates programming by the Central Program Council, Recreation Board, and International House.

Membership:

- Bert Sams, Student Affairs retiree
- Denelle Niles Brown, Black Cultural Center
- Emile Catignani, Exercise, Sport and Leisure Studies
- Jim Dittrich, University Center
- Ron Laffitte, Office of the Dean of Students
- Rex Pringle, Rec Sports
- Anton Reece, Student Activities
- Mary Rogge, Social Work
- Maxine Thompson-Davis, Dean of Students
- Yang Zhong, Center for International Education

Students:

- Amy Colvin
- Joseph Ford
- Michael Jones
- Jonathan Leonard
- Sean Mailen
- Terrell Pickett
- Lauren Robins
- Emily Stevens
- Eddie Woodruff
Residency Classification Committee

**Chair:** Daniel Murphy, Professor of Accounting and Information Management

**Related Web site:** [http://registrar.tennessee.edu/residency/resappeal.shtml](http://registrar.tennessee.edu/residency/resappeal.shtml)

**Task:** Makes recommendations on appeals to residency classification decisions.

**Membership:**

- Nancy McGlasson, Undergraduate Admissions
- Denise Barlow, Budget & Finance
- Kay Reed, Graduate School
- Kathy Warden, Office of the University Registrar
- Thomas Bell, Geography
- Reba Best, Law Library
- George Philippatos, Finance
- James Brace, Veterinary Medicine
Scholarly Communications Committee

Co-chairs: Linda Phillips, UT Libraries; and Susan Martin, Senior Vice Provost

Web site: http://www.lib.utk.edu/colldev/schcomm.html

Task: Advises on scholarly communications in the digital age, including the rise in cost of serials, and the challenges and opportunities of new methods of disseminating research, creative work, and teaching materials through electronic media; informs campus community about meanings and benefits of open access to scholarship.

Membership:

- Micah Beck, Computer Science
- Teresa Berry, Libraries
- Halima Bensmail, Statistics, Operations & Management Science
- Daniela Corbeta, Psychology
- Mike Guidry, Physics
- Miriam Levering, Religious Studies
- Bob Levy, Office of the President
- Carol Parker, Law
- Jane Row, Libraries
- Molly Royse, Libraries
- Jennifer Siler, UT Press
- Ken Stephenson, Mathematics
- Jay Whelan, Nutrition
- John Wodarski, Social Work
Student Affairs Council

Chair: Tim Rogers, Vice Chancellor for Student Affairs

(see also, Hilltopics Student Handbook, page 17)

Task: Reviews decisions of the Student Tribunal and decisions of the Academic Review Boards (except a Board’s decision to support the instructor in a student’s appeal of a professorial penalty), and appeals filed by the Dean of Students of any board’s decision.

Membership:

- Grady Bogue, Educational Counseling & Psychology
- John Koontz, Division of Biology
- Glenn Graber, Philosophy
- Joan Creasia, Nursing
- Maxine Thompson-Davis, Dean of Students
- John McRae, Architecture & Design
- John Sobieski, Jr., Law
- Barbara Dewey, Libraries
- Bruce Bursten, Arts & Sciences
- Jan Williams, Business Administration
- Mary Albrecht, Agricultural Sciences & Natural Resources
- Michael Blackwell, Veterinary Medicine
- Karen Sowers, Social Work
- Way Kuo, Engineering
- Robert Holub, Provost & Vice Chancellor for Academic Affairs
- Michael Wirth, Communication & Information
- Bob Rider, dean, Education, Health & Human Sciences

Students:

- Luke Gustafson
- Amy Colvin
- Courtney Bogle
- Jason Harmon
- Kristi Bogle, Student Government Association President
- Eddie Woodruff
- Anna York
Student Publications Board

Chair: John Haas, Director, School of Communication Studies


Task: Develops policies and selects the editors for campus student publications including the Daily Beacon newspaper, the Volunteer yearbook, and Phoenix literary art magazine.

Membership:

- Dorothy Bowles, School of Journalism and Electronic Media
- Marilyn Kallet, English
- Jane Pope, Student Publications
- Tim Rogers, Vice Chancellor for Student Affairs
- LaRue Cook
- Courtney Craig
- Elizabeth Davis
- Lindsay Devick
- Peter Gross
- Stephen Langdon
- Donald Phillips
- Michael Reynolds
- James Roberts
- Rachel Schaffer
- Justin Schober
- Larry Smith
- Scott Thurman
Traffic and Parking Authority

**Chair:** Greg Reed, Department Head, Civil and Environmental Engineering

**Web site:** [http://web.utk.edu/~pso/psorules.html](http://web.utk.edu/~pso/psorules.html)

Task: Prepares traffic, parking and safety regulations to prevent or correct traffic and parking problems on campus and to improve traffic-pedestrian safety; establishes schedule of parking fees and parking facility maintenance; develops more options for students, faculty and staff to travel to and from campus by means other than personal automobiles to reduce congestion among other goals consistent with the Campus Master Plan.

**Membership:**

- JoAnne Deeken, Libraries
- Ray Hamilton, Budget and Finance
- William Hart, Biosystems Engineering
- Veronica Huff, Facilities Services
- Jeff Maples, Finance and Administration
- Carol Raxter, Human Resources
- Mark Schimmenti, Architecture
- Michael Sherrell, Facilities Services
- Karen Valero, Finance and Administration
- Peiling Wang, Information Sciences

**Non-Voting Members:**

- Brian Browning, Finance & Administration
- Mary Lynn Holloway, Parking Services
- Mike Keel, Institute of Agriculture
- Stephen Richards, Transportation Research
- Mark Smith, Environmental Health & Safety
- Robbi Stivers, Real Estate Administration
- August Washington, UT Police

**Students:**

- Brittany Barrett
- Jennifer Buntin
- Michael Chirico
- Tom Fitzhugh
University Calendar Committee

Chair: Richard Bayer, Dean of Enrollment Services

Task: Sets key academic and other major university dates and deadlines.

Related Web site: http://registrar.utk.edu/academic_calendar

Membership:

- Mary Albrecht, Agricultural Sciences and Natural Resources
- Monique Anderson, Registrar
- JJ Brown, Office of the Dean of Students
- Alan Chesney, Human Resources
- Joan Creasia, Nursing
- Paul Crilly, Electrical and Computer Engineering
- Joan Cronan, Women’s Athletics Director
- Jonee Daniels, Bursar
- Louis Gross, Faculty Senate
- Ray Hamilton, Budget and Finance
- Robert Holub, Provost and Vice Chancellor for Academic Affairs
- Deseriee Kennedy, Law
- Susan Martin, Senior Vice Provost
- Kay Reed, Graduate School
- Robert Rider, Education, Health and Human Services
- Jeff Maples, Senior Associate Vice Chancellor, Administration and Finance
- Tim Rogers, Student Affairs
- Marva Rudolph, Equity and Diversity
- Mike Sherrell, Facilities Services
- John Sobieski, Law
- Karen Sowers, Social Work
- Steve Catlett, Alumni Affairs

Students:

- Kristi Bogle, Student Government Association President
- Amy Colvin
- Jamil Price
**UT CHATTANOOGA**  
*Campus-Wide Committees  
2006-2007*

**Academic Standards**  
Bender, Fran, Chair  
Cunningham, Jim  
Guy, Matthew  
Jones, Tracy  
Norwood, Barbara  
Preble-Niemi, Oralia *  
Smullen, Clint  
Sturzer, Felicia  
Walters, Terry  
Watson, Sandy  
White, Steve  
Wigal, Cecelia  
2 Students  
*Provost*  
*Registrar*

**Admissions**  
Wheatley, Kathleen, Chair  
Bohrer, Ron  
Collins, Linda  
Holder, Michael  
Meyer, Gail  
O’Dea, Greg  
Ray, Barbara  
Rutledge, Valerie  
Rushing, Kit  
Schurr, Andrea  
Want, Ling-Jun *  
Student  
*Director of Admissions*  
*Registrar*

**Athletics**  
Ingram, Debbie, Chair  
Allen, Rich  
Carter, Toni  
Jones, Michael  
Pratt, Leila  
Ware, Tom  
Watson, Paul  
2 Students  
*Chancellor’s Rep.*  
*Director of Athletics*  
*SoCon Faculty Rep.*  
*Assoc. Ath. Dir. For Academics*  
*Director of Admissions*  
*Registrar*

**Bookstore**  
Knight, Kyle, Chair  
Gavin, Tom  
Ryan, Christine  
Smith, Ron  
4 Students  
*Dean of Library*  
*Dir. Of Aux. Operations*  
*Bookstore Manager*

**Budget & Economic Status**  
Bellar, Stephanie, Chair  
Efaw, Fritz  
Eltom, Ahmed *  
Helton, George  
Lindgren, Kay  
McMahon, Ed  
Richards, Sean  
Schurr, Andrea  
Smullen, Stephanie  
*Provost*

**Classroom Technology**  
Mies, Jonathan, Chair  
Allen, Rich  
Griffey, Jason  
Hill, Linda  
Johnston, Linda  
Kendall, Catherine  
McDonald, Gary  
McMahon, Ed  
Murgai, Sarla *
Simmons, Charlene  
Walters, Terry  
*Director, Walker TRC*  

**Committee on Committees (elected)**  
Sompayrac, Joanie, Chair  
Bell, Michael  
Efaw, Fritz  
Hiestand, Jim  
Johnston, Linda  
Zwilling, Jillian  

**Curriculum**  
Hutchinson, Bruce, Chair  
Bosworth, Gerry Ann  
Cunningham, Jim  
Halperin, Stephen  
Harris, Billy  
Henley, Jim  
Hiestand, Jim  
Marlowe, Bob  
Moody, Dana  
Rozema, Ed  
Santiago, Manuel *  
Smullen, Clint  
Sturzer, Felicia  
Watson, Sandy  
Williams, Dorothy *  
2 Students  
*Assoc. Provost – Acad. Affairs Registrar*  

**Departmental Honors**  
Levine, David, Chair  
Dumas, Joe  
Henry, Jim  
Kreiss, Deb  
Kutz, Doug  
Lippy, Charles  
Lynch, John  
Ozbek, Nicky  
Phillips, John  
Plaisted, Dennis  
Rehyanksy, Katy  
Santiago, Manuel *  
Targ, Rebecca  

Turpin, Rick  
Wertenberger, Dana  
White, Michelle  
2 Students  
*Dir. Of Honors Program*  

**Faculty/Administrative Relations (elected)**  
Campa, Pedro, * (3rd yr)  
Hanks, June (2nd yr)  
Kutz, Doug (1st yr)  

**Faculty Development Grants**  
Smullen, Stephanie, Chair  
Anyiwo, Melissa *  
Belinsky, Boris  
Bernard, Hinsdale *  
Eigenberg, Helen  
Gibbs, Kristi  
Grant, Greg  
Guo, Ziben *  
Ingraham, Lauren  
Ingram, Debbie  
Keatley, Ginny  
Loizeaux, Marc  
Ozbek, Nicky  
Pratt, Leila  
Ray, Barbara  
Rutledge, Valerie  
Simmons, Beverly  
Thompson, Jack  
*Director, Walker WTRC*  

**Faculty Handbook (elected)**  
Wilferth, Joe, Chair  
Aslani, Beni *  
Beech, Jennifer  
Jones, Rebecca  
Wakin, Judith  
One additional faculty member  
*Assoc. Prov. for Acad. Affairs*
Faculty Rating of Administration
Guinn, Cherry, Chair
Ebiefung, Aniekan *
Gailey, Elizabeth
Henry, Jim
Kizza, Joseph *
Kreiss, Deb
Meagher, Eileen
Rybolt, Tom
Stuart, Chris
Wilkerson, Gary
2 Students
Dir. of OPEIR

Faculty Research
Allen, Tatiana, Chair
Belinsky, Boris *
Bernard, Hinsdale *
Buchanan, Tom
Garland, Tammy
Halperin, Stephen
Helton, George
Jones, Frank
Kizza, Immaculate *
Kuhn, Stephen
Lippy, Charles
Mebane, Robert
Petzko, Vicki
Rushing, Kit
Sachsman, David
Ward, Jim
Wertenberger, Dana
Assoc. Provost for Graduate Studies

General Education
Warren-Kring, Bonnie, Chair
Aborn, David
Beech, Jennifer
Boer, Nicholas
Bromley, Rebekah
Darken, Betsy
Eskildsen, Stephen
Gerregano, Dolly
Jones, Tracy
Kovach, Margaret
Marlowe, Bob
Ourtth, Lynn
Steinhoff, Anthony
Walker, Randy
Williams, Dorothy *
Student
Assoc. Provost for Academic Affairs

Grade Appeals (appointed)
Anyiwo, Melissa, Chair *
Kuhn, Stephen
Potts, Gretchen
Alternates:
Secrest, Joanie
Sompayrac, Joanie

Honor Court (appointed)
Norwood, Barbara, Chair
Dumas, Joe
Phillips, John
Watson, Sandy
Alternates:
Bell, Mike
Collins, Linda
Sompayrac, Joanie
8 Students
Vice Chan. for Student Affairs

Library
Gavin, Tom, Chair
Bernard, Hinsdale *
Carver, Ethan
Edwards, David
Hampton, Bryan
Honerkamp, Nick
Kendall, Catherine
Raiszadeh, Farhad *
Shaheen, Aaron
Shaw, Joey
Simmons, Charlene
Smith, Ron
Watson, Paul
3 Students
Graduate Student
University Librarian
Assoc. Prov. for Academic Affairs
**Mediation**
McGuffee, Karen, Chair
Bradley, Janetta
Gibbs, Kristi
Harris, Martina
Schlereth, Gene
Stone, Gay

**Non-tenured Faculty**
Harvey, Jamie, Chair
Raiszadeh, Farhad *
Schiedt, Marsha
Stone, Gay
3 Part-time Faculty

**Petitions**
Anyiwo, Melissa, *
Adams, Valarie
Bosworth, Gerry Ann
Dileepan, Parthasarati
Garland, Tammy
Radu, Valerie
Smith, Joyce
Thompson, Jack
Tillman, Larry
Alternates:
McCullough, Claire
Stanley, Robert
Student
Registrar
Vice Chan. for Student Affairs

**Publications Board**
Sachsman, David, Chair
Fomunung, Ignatius
Johnston, Linda
O’Dea, Greg
Ritterbush, Jon
3 Students
Vice Chan. for Student Affairs
Vice Chan. for Development
Director of Univ. Relations
2 Alumni

**Scholarships**
Gailey, Elizabeth, Chair
Brockman, Chris
Harris, Martina
Kizza, Immaculate *
Murgai, Sarla *
Potts, Gretchen
Reagor, Jane
Richards, Sean
St. Goar, Rebecca
Smith, Cathie
Ware, Tom
Student
Rep. from Development
Director of Admissions
Financial Aid Counselor
Dir. of Honors Program
Faculty Marshall

**Speakers and Special Events**
McAllister, Deborah, Chair
Adams, Valarie
Ashe, David
Davidson, Susan
Eigenberg, Helen
Giffin, Phillip
Guo, Zibin *
Guy, Matthew
Hampton, Bryan
Harman, Bill
Magnus, Ginny
Prince, Bill
Radu, Valerie
Ryan, Christine
Targ, Rebecca
Thompson, Roger
Graduate Student
President of SGA
Vice Pres. Of SGA
Pres. Of Student Organization
Assistant to the Chancellor
Representative for the Chancellor
Student Rating of Faculty Instructors
Rybolt, Tom, Chair
Guinn, Cherry
Guess, Pam
Kizza, Joseph *
Meagher, Eileen
Nixson, Judy
Riberio, Brian
Shaheen, Aaron
White, Cindy

Director of OPEIR
Director, Walker TRC
2007 UTHSC
Campus-Wide Committees

**ADMISSIONS COORDINATING COMMITTEE**
Total Members: 8
Females: 3
Racial Minorities: 3

**ACADEMIC CEREMONIES COMMITTEE**
Total Members: 9
Females: 4
Racial Minorities: 1

**ANIMAL CARE & USE COMMITTEE**
Total Members: 21
Females: 7
Racial Minorities: 5

**BIOSAFETY RECOMBINANT DNA COMMITTEE**
Total Members: 12
Females: 2
Racial Minorities: 4

**CHANCELLOR'S ADVISORY CABINET**
Total Members: 26
Females: 7
Racial Minorities: 7

**EMPLOYEE RELATIONS COMMITTEE**
Total Members: 31
Females: 25
Racial Minorities: 23

**EXEMPT STAFF COUNCIL**
Total Members: 15
Females: 9
Racial Minorities: 9

**FINANCIAL AID ADVISORY COMMITTEE**
Total Members: 8
Females: 3
Racial Minorities: 3

**HEALTH & SAFETY COUNCIL**
Total Members: 12
Females: 4
Racial Minorities: 5

**HISTORY/ARCHIVES COMMITTEE**
Total Members: 15
Females: 5
Racial Minorities: 0

**INFECTION CONTROL COMMITTEE**
Total Members: 26
Females: 13
Racial Minorities: 3

**INSTITUTIONAL REVIEW BOARD**
Total Members: 29
Females: 12
Racial Minorities: 4

**LIBRARY ADVISORY COMMITTEE**
Total Members: 13
Females: 5
Racial Minorities: 2

**LICHTERMAN EMPLOYEE AWARD COMMITTEE**
Total Members: 10
Females: 7
Racial Minorities: 4
**PARKING AUTHORITY**
Total Members: 13
Females: 5
Racial Minorities: 6

**PLANNING COMMITTEE**
Total Members: 8
Females: 0
Racial Minorities: 4

**RADIATION SAFETY COMMITTEE**
Total Members: 11
Females: 2
Racial Minorities: 1

**RESIDENCY APPEALS COMMITTEE**
Total Members: 7
Females: 4
Racial Minorities: 4

**RETI REES ASSOCIATION**
Total Members: 14
Females: 7
Racial Minorities: 1

**“INACTIVE”**
STUDENT ORIENTED SERVICES COMMITTEE
RADIOACTIVE DRUG RESEARCH
STUDENT ACADEMIC ENVIRONMENT COMMITTEE
MINORITY RECRUITMENT ADVISORY
DISTANCE EDUCATION COMMITTEE
CONTINUING EDUCATION COORDINATING COMMITTEE

**EXPLANATION:** The “inactive” reference means these committees are awaiting administrative reappointment or in process of developing a renewed charge as it relates to the goals and objectives of the committees within the Health Science Center.
PURPOSE: The Administrative Committee on Committees is responsible for recommending faculty and staff representatives to standing administrative committees where appropriate.

COMPOSITION: Chancellor, Vice Chancellors, Executive Assistant to the Chancellor, Director of University Relations, Director of Intercollegiate Athletics, Equity and Diversity Officer, President of Faculty Senate, and six faculty members. (Three faculty members are nominated and elected for two-year terms by the faculty-at-large each spring.) The chair of the committee is elected by the outgoing Committee.

REPORTING CHANNEL: Chancellor

MEMBERSHIP:

* Dr. Nick Dunagan, Chancellor, Caucasian Male
* Dr. Jerald Ogg, Interim Vice Chancellor for Student Affairs, Caucasian Male
* Dr. Thomas Rakes, Provost and Vice Chancellor for Academic Affairs, Caucasian Male
* Mr. Al Hooten, Vice Chancellor for Finance and Administration, Caucasian Male
* Mrs. Len Solomons, Vice Chancellor for University Advancement, Caucasian Female
* Ms. Edie Gibson, Executive Assistant to the Chancellor, Caucasian Female
* Mr. Bud Grimes, Director of University Relations, Caucasian Male
* Mr. Phil Dane, Director of Intercollegiate Athletics, Caucasian Male
* Dr. Ann Duncan, Equity and Diversity Officer, African American Female
* Dr. John Schommer, President, Faculty Senate, Caucasian Male
Mr. Bob Bradley, Faculty Representative (2008), Caucasian Male
Mr. Doug Cook, Faculty Representative (2008), Caucasian Male
Ms. Julie Floyd, Faculty Representative (2007), Chair, Caucasian Female
Dr. Ann Gathers, Faculty Representative (2008), Caucasian Female
Ms. Mary Ruth Gibbons, Faculty Representative (2007), Caucasian Female
Ms. Jenna Wright, Faculty Representative (2007), Caucasian Female

(*Indicates ex-officio member of the Committee)
PURPOSE: The Appeals Committee on Undergraduate Readmission addresses the appeals of a student academically suspended for failing to meet the minimum academic requirements for continuation at The University of Tennessee at Martin. Readmission may be obtained upon approval by this Committee after presentation of adequate evidence of ability, maturity, and motivation. No student refused readmission may re-enter the University until the approval of this Committee has been obtained.

COMPOSITION: Director of Admissions; two staff members from Student Affairs; a representative from Student Success Center, a representative from the Division of Academic Affairs; a representative from the Faculty Senate; Assistant Director of Admissions; Admissions Counselor; and one representative serving a two-year term from each of the academic colleges: Agriculture and Applied Sciences; Business and Public Affairs; Education and Behavioral Sciences; Engineering and Natural Sciences; and Humanities and Fine Arts. For each hearing on an individual student, the dean of that student's college (or the dean's designee) sits on the committee. The Director of Admissions will serve as chair.

REPORTING CHANNEL: Vice Chancellor for Student Affairs

MEMBERSHIP:

* Ms. Judy Rayburn, Director of Admissions, Chair, Caucasian, Female
* Ms. Vishenia Huery, Student Conduct Coordinator, Student Affairs, African American, Female
* Mr. Louis Ragsdale, Coordinator for Greek Life, Student Affairs, Caucasian, Male
* Mr. Tommy McGlown, Conditional Admissions Coord., Student Success Ctr, African Am. Male
* Dr. Victoria Seng, Assistant Vice Chancellor for Academic Affairs, Caucasian, Female
* Dr. Randy Garza, Faculty Senate Representative (2007), Hispanic, Male
* Ms. Melanie Morris, Assistant Director of Admissions, Caucasian, Female
* Mr. Jonathan Spiceland, Admissions Counselor, Caucasian, Male
Dr. Esther Christian, Agriculture and Applied Sciences (2007), African American, Female
Dr. Kevin Hammond, Business and Public Affairs (2008), Caucasian, Male
Ms. Cile Grasfeder, Education and Behavioral Sciences (2007), Caucasian, Female
Mr. Ed Wheeler, Engineering and Natural Sciences (2008), Caucasian, Male
Ms. Tomi Parrish, Humanities and Fine Arts (2008), Caucasian, Female
Dean or designee of student's college

(*Indicates ex-officio member of the Committee)
PURPOSE: The Athletics Board advises the UT Martin Chancellor, UT President, and UT Board of Trustees on the status and projected needs of intercollegiate athletics at UT Martin; expands the base of financial and public support among several constituencies, including Trustees, UT System administration, alumni, faculty, staff, legislators, students, and the general public, particularly in the State of Tennessee; and reviews periodically and advises the Chancellor and Office of Intercollegiate Athletics on matters such as personnel, budget, ticket policies, student fees, schedules, conference memberships, recruitment policies, facilities, and public relations.

COMPOSITION: Two representatives of the UT Board of Trustees; UT President; UT Executive Vice President; UT Martin Chancellor; Vice Chancellors; Director of University Relations; Faculty Senate President; Faculty Senate Vice President; Director of Intercollegiate Athletics; Senior Woman Administrator - Intercollegiate Athletics; Registrar; Coordinators of Mathematics, Reading, and Writing Laboratories; Development Committee Chair or designee; Alumni Council President; Weakley County Alumni Chapter President; Skyhawk Club President; Student Government Association President; Cheerleader representative; and Undergraduate Alumni Council representative.

A UT Martin faculty member appointed by the Chancellor shall be chair. In addition to the chair, there shall be five faculty members appointed for three-year terms with at least one member rotating off each year, one Employee Relations Council representative, one administrative staff representative, one alumni representative, and two each men's and women's player representatives. The Chancellor, as appointing authority, shall ensure adequate minority representation on the Athletics Board.

REPORTING CHANNEL: Chancellor

MEMBERSHIP:

* Ms. Barbara Castleman, UT Trustee
* Mr. Jerry Jackson, UT Trustee
* Dr. John Petersen, UT President
* Dr. Jack Britt, UT Executive Vice President
* Dr. Nick Dunagan, Chancellor, Caucasian, Male
* Dr. Thomas Rakes, Provost and Vice Chancellor for Academic Affairs, Caucasian, Male
* Mr. Al Hooten, Vice Chancellor for Finance and Administration, Caucasian, Male
* Dr. Jerald Ogg, Interim Vice Chancellor for Student Affairs, Caucasian, Male
* Mrs. LenSolomons, Vice Chancellor for University Advancement, Caucasian, Female
* Mr. Bud Grimes, Director of University Relations, Caucasian, Male
* Dr. John Schommer, President, Faculty Senate, Caucasian, Male
* Dr. Elaine Harriss, Vice President, Faculty Senate, Caucasian, Female
* Mr. Phil Dane, Director of Intercollegiate Athletics, Caucasian, Male
* Ms. Danelle Fabianich, Sr. Woman Administrator, Intercollegiate Athletics, Caucasian, Female
* Ms. Brandy Cartmell, Registrar, Caucasian, Female
* Ms. Brenda Lackey, Mathematics Laboratory Coordinator (2007), Caucasian, Female
* Dr. Beverly Hearn, Reading Center Director (2007), Caucasian, Female
* Ms. Anna Clark and Ms. Jenna Wright, Co-Writing Laboratory Coordinators (2007), (Both) Caucasian, Female
* Mr. Tom Hendrix, Chair, Development Committee (2007)
* Dr. Michael Bobo, President, UTM Alumni Council (2007)
* Ms. Melanie Young, President, Weakley County Alumni Chapter (2007), Caucasian, Female
* Mr. Sam Lewallen, President, Skyhawk Club (2007)
* Mr. James Orr, SGA President (2007), African American, Male
* Ms. Hannah Burcham, Cheerleader Representative (2007)
* Mr. Joshua Jones, Undergraduate Alumni Council Representative (2007)
Dr. Nell Gullett, Faculty Representative, Chair, Caucasian, Female
Dr. Laura Brown, Faculty Representative (2008), Caucasian, Female
Dr. Lionel crews, Faculty Representative (2009), Caucasian, Male
Dr. Jeff McCullough, Faculty Representative (2008), Caucasian, Male
Mr. Steve Rogers, Faculty Representative (2009), Caucasian, Male
Ms. Janet Wilbert, Faculty Representative (2007)
Ms. Cathy Brown, Employee Relations Council Representative (2007), Caucasian, Female
Mr. Cortney Ward, Administrative Staff Representative (2007)
Mr. Al Creswell, UT Martin Alumni Representative (2007)
Mr. Cole Duncan, Men's Player Representative (2007)
Mr. Will Lewis, Men's Player Representative (2007)
Ms. Andreika Jackson, Women's Player Representative (2007)
Ms. Dimphy Sasse, Women's Player Representative (2007)
(*Indicates ex-officio member of the Board)
PURPOSE: The Equity and Diversity Advisory Council is a standing committee whose members are appointed by the Administrative Committee on Committees:
(1) to review the Affirmative Action Plan;
(2) to recommend implementation procedures which may result in improved operation or expedite achievement of goals in hiring;
(3) to actively participate in communicating the purpose of affirmative action to the university community;
(4) to carry out any specific charges given by the Chancellor;
(5) to provide a subcommittee to hear appeals as specified in the Affirmative Action Plan; and if necessary, appeals concerning Americans with Disabilities Act.

COMPOSITION: Equity and Diversity Officer (non-voting), Director of Human Resources, Intercollegiate Athletics representative, Employee Relations Council representative, Personnel Policies Committee representative, a Persons with Disabilities representative, a Vietnam Era Veteran representative, four faculty members serving two-year terms, Student Government Association representative, exempt staff representative, and non-exempt staff representative. The Committee will be chaired by the Equity and Diversity Officer.

REPORTING CHANNEL: Chancellor

MEMBERSHIP:

* Dr. Ann Duncan, Equity and Diversity Officer, Chair, African American, Female
* Mr. Phil Bright, Director of Human Resources, African American, Male
Ms. Danelle Fabianich, Intercollegiate Athletics Representative (2007), Caucasian, Female
Ms. Judy Jones, Employee Relations Council Representative (2007), Caucasian, Female
Dr. Rebel Reavis, Personnel Policies Committee Representative (2007), Caucasian, Female
Ms. Sharon Robertson, Persons with Disabilities Representative (2007), Caucasian, Female
Dr. Rich Helgeson, Vietnam Era Veteran Representative (2007), Caucasian, Male
Dr. David Coffey, Faculty Representative (2007), Caucasian, Male
Dr. Chris Hill, Faculty Representative (2008), Caucasian, Male
Dr. Sarah Holiday, Faculty Representative (2008), Caucasian, Female
Dr. Crystal Whitlow, Faculty Representative (2007), Caucasian, Female
Ms. Amelia Kosta, SGA Representative (2007)
Ms. Sandy Neel, Exempt Staff Representative (2007), Caucasian, Female
Ms. Linda Arant, Non-Exempt Staff Representative (2007), Caucasian, Female

(*Indicates ex-officio member of the Committee)
PURPOSE: The UT Martin Employee Relations Council is established under the general provisions of Personnel Policies and Procedures Statement No. 4, August 1, 1975. The Council provides a direct channel of communication between support employees and university officials for the interchange of information concerning plans and programs pertinent to employees. The Council also serves as an advisory body to the Chancellor with respect to personnel policies, programs, practices, and matters and conditions affecting employees. As required, a grievance subcommittee is formed from the Council to hear and assist with resolution of grievances which cannot be resolved between employee and supervisor. One employee representative from the Council is elected annually to represent UT Martin on the Employee Relations Advisory Board, which serves as an advisory group to the University President on personnel policies, programs, and practices.

COMPOSITION: Chancellor, Vice Chancellor for Finance and Administration, and Director of Human Resources (acts as secretary), and elected employee representatives (20).

REPORTING CHANNEL: Chancellor

MEMBERSHIP:

* Dr. Nick Dunagan, Chancellor, Caucasian, Male
* Mr. Al Hooten, Vice Chancellor for Finance and Administration, Caucasian, Male
* Mr. Phil Bright, Director of Human Resources, Secretary, African American, Male

Employee representatives are elected each fall with elections scheduled by the Director of Human Resources. There shall be two representatives elected from Physical Plant employees (other than custodians); two from Physical Plant custodial services (one from day shift and one from night shift); one from Student Housing custodial service; one from Grounds and Transportation Services; two from Boling University Center; one from Crisp Hall and Copier Repair; two from Gooch Hall, McCombs Center, and Business Administration Building; one from Holt Humanities Building, Sociology Building, Student Health, and Housing Receptionists; one from the Elam Center, Fieldhouse, Football Office, and Perry Children's Center; one from Paul Meek Library; one from Fine and Performing Arts Building, Johnson Engineering and Physical Sciences Building, and Brehm Hall; one from Clement Hall; and four from the Administration Building.

(*Indicates ex-officio member of the Council)
UT MARTIN
EXTENUATING CIRCUMSTANCES, ADMISSIONS, AND RESIDENCY APPEALS COMMITTEE
2006-2007

PURPOSE: The Extenuating Circumstances Admissions and Residency Appeals Committee determines and maintains a written record of its deliberations whether an applicant's high school GPA, ACT scores, and other pertinent data justify admitting someone who does not meet regular admissions criteria. The Committee also hears appeals of residency classifications determined by the Director of Admissions on the basis of Board of Trustees guidelines and forwards the recommendations to the Chancellor for approval.

COMPOSITION: The Committee will be composed of the Director of Admissions, the Vice Chancellor for Student Affairs, the Assistant Vice Chancellor for Academic Affairs, the Assistant Vice Chancellor for Finance and Administration, and three faculty members chosen by the Administrative Committee on Committees. Each member will serve a three-year term with one rotating off each year. The Director of Admissions will serve as chair and secretary of the Committee.

REPORTING CHANNEL: Vice Chancellor for Student Affairs

MEMBERSHIP:

* Ms. Judy Rayburn, Director of Admissions, Chair and Secretary, Caucasian, Female
* Dr. Jerald Ogg, Interim Vice Chancellor for Student Affairs, Caucasian, Female
* Dr. Victoria Seng, Assistant Vice Chancellor for Academic Affairs, Caucasian, Female
* Mr. Joe Croom, Assistant Vice Chancellor for Finance and Administration, Caucasian, Male
Dr. David Farrow, Faculty Representative (2008), Caucasian, Male
Dr. Julie Hill, Faculty Representative (2007), Caucasian, Female
Mr. David McBeth, Faculty Representative (2009), Caucasian, Male
*(Indicates ex-officio member of the Committee)
PURPOSE: The Faculty Research and Development Committee prepares guidelines, evaluates applications, and recommends recipients for grants designed to provide faculty members an opportunity to engage in organized study programs and/or introduce course innovations. The Committee also encourages participation in and support of research by faculty and students and serves as the University review board for research proposals involving human subjects and for proposals submitted to the Faculty Research Grant Program. The Committee makes possible the interaction of representatives from many areas and programs and provides a means of emphasizing the role of research in the University's mission.

COMPOSITION: Two faculty representatives from each academic college with at least five faculty representing academic areas involved in human subject research and one from the Paul Meek Library are selected for two-year overlapping terms. In addition, for purposes of reviewing research proposals involving human subjects, a representative of the local community will be added to the Committee membership for a one-year term. This individual will be appointed as follows: The members of the Committee shall compile a list of nominees acceptable to the full Committee and submit it to the Director of Research, Grants, and Contracts who, after consultation with the Provost and Vice Chancellor for Academic Affairs, shall select the community representative from the prepared list. A faculty representative elected by the outgoing Committee will serve as chair and the Director of Research, Grants, and Contracts will serve as secretary and a non-voting member.

REPORTING CHANNEL: Provost and Vice Chancellor for Academic Affairs

MEMBERSHIP:
* Dr. Joan West, Director of Research, Grants, and Contracts, Secretary, Caucasian, Female
Dr. Joey Mehlhorn, Agriculture and Applied Sciences (2007), Caucasian, Male
Dr. Philip Smartt, Agriculture and Applied Sciences (2008), Caucasian, Male
Dr. Otha Britton, Business and Public Affairs (2007), Caucasian, Female
Dr. Richard Griffin, Business and Public Affairs (2008), Caucasian, Male
Dr. Judy Maynard, Education and Behavioral Sciences (2007), Caucasian, Female
Dr. Crystal Whitlow, Education and Behavioral Sciences (2008), Caucasian, Female
Dr. Michael Gibson, Engineering and Natural Sciences (2007), Chair, Caucasian, Male
Dr. Jean Lu, Engineering and Natural Sciences (2008), Asian, Female
Dr. Margrethe Ahlschwede, Humanities and Fine Arts (2008), Caucasian, Female
Dr. Leslie LaChance, Humanities and Fine Arts (2007), Caucasian, Female
Mr. Sam Richardson, Paul Meek Library (2008), Caucasian, Female
Ms. Suzette Renfrow, Community Member (2007)

(*Indicates ex-officio member of the Committee)
PURPOSE: The Financial Aid and Scholarship Awards Committee reviews and recommends revisions on policies and regulations on awarding of financial aid to students and assists the Director of Student Financial Assistance in administering the responsibilities of that office. The Committee also considers appeals of scholarship termination as they pertain to the National Collegiate Athletic Association Charter of Financial Aid.

COMPOSITION: Vice Chancellor for Student Affairs, Assistant Vice Chancellor for Finance and Administration, Director of Student Financial Assistance, Vice Chancellor for University Advancement, Director of Intercollegiate Athletics, a representative from each academic college appointed each year by the dean, and two students appointed by the Student Government Association President and approved by the Student Senate. The Assistant Vice Chancellor for Finance and Administration will serve as chair.

REPORTING CHANNEL: Vice Chancellor for Student Affairs

MEMBERSHIP:

* Dr. Jerald Ogg, Interim Vice Chancellor for Student Affairs, Caucasian, Male
* Mr. Joe Croom, Asst. Vice Chancellor for Finance & Administration, Chair, Caucasian, Male
* Ms. Sandy Neel, Director of Student Financial Assistance, Caucasian, Female
* Mrs. Len Solomons, Vice Chancellor for University Advancement, Caucasian, Female
* Mr. Phil Dane, Director of Intercollegiate Athletics, Caucasian, Male
Ms. Lori Littleton, Agriculture and Applied Sciences (2007), Caucasian, Female
Dr. Ron Kilgore, Business and Public Affairs (2007), Caucasian, Male
Dr. Ann Duncan, Education and Behavioral Sciences (2007), African American, Female
Dr. Steve Elliott, Engineering and Natural Sciences (2007), Caucasian, Male
Dr. Mark Simmons, Humanities and Fine Arts (2007), Caucasian, Male
Ms. Amanda Ray, SGA Representative (2007)
Mr. Charles Ben Stoer, SGA Representative (2007)

(*Indicates ex-officio member of the Committee)
PURPOSE: The Honors and Ceremonies Committee assists the University in establishing ceremonial policies. The Committee coordinates Honors Day activities with the administrative office responsible for the awards program and approves or rejects applications for new awards. The Committee is also responsible for recommending prospective speakers for the campus.

COMPOSITION: Representative of administrative office responsible for coordinating Honors Day, Vice Chancellor for University Advancement, Provost and Vice Chancellor for Academic Affairs, Executive Assistant to the Chancellor, Director of Academic Records and Registrar, four faculty members appointed by the Administrative Committee on Committees for overlapping two-year terms, and two Honors Programs student representatives. A faculty representative elected by the outgoing Committee will serve as chair and the Vice Chancellor for Academic Affairs will serve as secretary.

REPORTING CHANNEL: Chancellor

MEMBERSHIP:

* Ms. Dorothy Gillon, Honors Day Representative, Caucasian, Female
* Mrs. Len Solomons, Vice Chancellor for University Advancement, Caucasian, Female
* Dr. Thomas Rakes, Provost & Vice Chancellor for Ac. Affairs, Secretary, Caucasian, Male
* Ms. Edie Gibson, Executive Assistant to the Chancellor, Caucasian, Female
* Ms. Brandy Cartmell, Director of Academic Records and Registrar, Caucasian, Female
* Dr. Lynn Alexander, Faculty Representative (2008), Caucasian, Female
* Dr. Lionel Crews, Faculty Representative (2007), Caucasian, Male
* Dr. Lisa LeBleu, Faculty Representative (2008), Caucasian, Female
* Dr. Robert Nanney, Faculty Representative (2007), Caucasian, Male
* Ms. Caroline Tippens, Honors Programs Student Representative (2007)
* Leighanna Sims, Honors Programs Student Representative (2007)

(*Indicates ex-officio member of the Committee)
PURPOSE: The Institutional Animal Care and Use Committee is responsible for reviewing and approving research protocols using non-human animals and to inspect facilities used to maintain them to ensure ethical treatment of animals by faculty and student researchers.

COMPOSITION: Director of Research, Grants, and Contracts, six members serving three-year overlapping terms and one public member to represent general community interests in the proper care and use of animals. One of the five committee members must be a faculty member from a non-animal use background, and one committee member must be a doctor of veterinary medicine and serve as consulting veterinarian. The chair of the Committee will be elected by the outgoing Committee.

REPORTING CHANNEL: Provost and Vice Chancellor for Academic Affairs

MEMBERSHIP:

* Dr. Joan West, Director of Research, Grants, and Contracts, Caucasian, Female
Dr. Tom Blanchard, Faculty Representative (2009), Caucasian, Male
Dr. Susan Buckelew, Faculty Representative (2007), Caucasian, Female
Dr. Deborah Gibson, Faculty Representative (2009), Caucasian, Female
Dr. Norm Lillegard, Faculty Representative (2008), Caucasian, Male
Dr. Timothy Burcham, Faculty Representative (2007), Caucasian, Male
Dr. Janet Bailey, UTM Veterinarian (2008), Caucasian, Female
Mrs. Carla Field, Community Representative (2007)

(*Indicates ex-officio member of the Committee)
PURPOSE: The Publications Committee establishes policies governing student publications, appoints qualified students to editorial positions of the yearbook and the campus newspaper, nominates faculty sponsors, and recommends budgets of official student publications. No campus student publication may solicit advertising without this committee's approval. It is the Committee's responsibility to see that publications meet standards of objectivity and taste that are consistent with the Committee's own Code of Ethics and Policy Guide. Official student publications, funded all or in part by university-collected funds, must be approved by this Committee. The Committee has authority to reprimand or replace student staff as well as to recommend salaries and commissions. The Committee shall also study ways to integrate experience gained into the Department of Communications curriculum.

COMPOSITION: Director of University Relations, Vice Chancellor for Finance and Administration, Vice Chancellor for Student Affairs, Vice Chancellor for University Advancement, Director of Intercollegiate Athletics, Chair of the Department of Communications, five faculty members serving two-year terms, SGA President, three students appointed by the Student Government Association President and approved by the Student Senate, and one UT Martin graduate familiar with journalism. The chair of the Committee is selected by the outgoing Committee.

REPORTING CHANNEL: Vice Chancellor for Student Affairs

MEMBERSHIP:

* Mr. Bud Grimes, Director of University Relations, Caucasian, Male
* Mr. Al Hooten, Vice Chancellor for Finance and Administration, Caucasian, Male
* Dr. Jerald Ogg, Interim Vice Chancellor for Student Affairs, Caucasian, Male
* Mrs. Len Solomons, Vice Chancellor for University Advancement, Caucasian, Female
* Mr. Phil Dane, Director of Intercollegiate Athletics, Caucasian, Male
* Dr. Robert Nanney, Chair of Communications, Caucasian, Male
Mr. Joe Lofaro, UT Martin Graduate (2007), Chair, Caucasian, Male
Ms. Georgia Baskett, Faculty Representative (2008), Caucasian, Female
Mr. Rodney Freed, Faculty Representative (2008), Caucasian, Male
Dr. Neil Graves, Faculty Representative (2008), Caucasian, Male
Dr. John Overby, Faculty Representative (2007), Caucasian, Male
Dr. Jeff Rogers, Faculty Representative (2007), Caucasian, Male
Mr. James Orr, SGA President (2007), African American, Male
Ms. Kim Armstrong, SGA Representative (2007)
Ms. Heather McLean, SGA Representative (2007)
Ms. Lindsey Sutherland, SGA Representative (2007)

(*Indicates ex-officio member of the Committee)
PURPOSE: The Registration Committee assists the Director of Academic Records and Registrar in coordinating all aspects of registration each term and reviews and offers recommendations on revisions of procedures or policies for registration.

COMPOSITION: Director of Academic Records and Registrar, Director of Admissions, Provost and Vice Chancellor for Academic Affairs, Vice Chancellor of Student Affairs, Bursar, Director of Information Technology Services, Director of Extended Campus and Continuing Education, five faculty members serving two-year terms (one from each academic college), and four students appointed by Student Government Association President and approved by the Student Senate. The Committee will be chaired by the Director of Academic Records and Registrar.

REPORTING CHANNEL: Provost and Vice Chancellor for Academic Affairs

MEMBERSHIP:

* Ms. Brandy Cartmell, Director of Academic Records and Registrar, Chair, Caucasian, Female
* Ms. Judy Rayburn, Director of Admissions, Caucasian, Male
* Dr. Thomas Rakes, Provost and Vice Chancellor for Academic Affairs, Caucasian, Male
* Dr. Jerald Ogg, Interim Vice Chancellor for Student Affairs, Caucasian, Male
* Ms. Marsha Mitchell, Bursar, Caucasian, Female
* Ms. Shannon Burgin, Director of Information Technology Services, Caucasian, Female
* Mr. Bill Duffy, Director of Extended Campus and Continuing Education, Caucasian, Male
Dr. Eric Pelren, Agriculture and Applied Sciences (2008), Caucasian, Male
Dr. Philip Young, Business and Public Affairs (2007), Caucasian, Male
Dr. Aubrey Keller, Education and Behavioral Sciences (2008), Caucasian, Female
Dr. Dawn Wilkins, Engineering and Natural Sciences (2007), Caucasian, Female
Dr. Amy Simmons, Humanities and Fine Arts (2007), Caucasian, Female
Ms. Lara Casey, SGA Representative (2007)
Mr. Randal Huff, SGA Representative (2007), African American, Male
Mr. Josh Jones, SGA Representative (2007)
Mr. Kyler Kragenbrick, SGA Representative (2007)

(*Indicates ex-officio member of the Committee)
PURPOSE: The Safety Committee is charged to identify or anticipate hazardous or potentially hazardous conditions on campus and make appropriate recommendations for correction, including periodic reviews of lists of such conditions submitted by state, local, or campus officials, such as OSHA and TOSHA standards.

COMPOSITION: Director of Public Safety; Assistant Vice Chancellor for Finance and Administration; Director of Student Housing; Director of Physical Plant; Director of Boling University Center; Safety Officer; Assistant Vice Chancellor for Academic Affairs; Director of Student Health, Chair of Department of Nursing; one non-exempt staff representative, and the Student Government Association Vice President. The Director of Public Safety will serve as chair, and the Assistant Vice Chancellor for Finance and Administration will serve as secretary.

REPORTING CHANNEL: Vice Chancellor for Finance and Administration

MEMBERSHIP:

* Mr. Rick Hatler, Director of Public Safety, Chair, Caucasian, Male
* Mr. Joe Croom, Asst. Vice Chancellor for Finance & Admin, Secretary, Caucasian, Male
* Mr. Earl Wright, Director of Student Housing, Caucasian, Male
* Mr. Tim Nipp, Director of Physical Plant, Caucasian, Male
* Mr. Steve Vantrease, Director of Boling University Center, Caucasian, Male
* Mr. Ted Council, Safety Officer, Caucasian, Male
* Dr. Victoria Seng, Assistant Vice Chancellor for Academic Affairs, Caucasian, Female
* Ms. Shannon Deal, Director of Student Health, Caucasian, Female
* Dr. Nancy Warren, Chair of Nursing, Caucasian, Female
* Mr. Gary Mansfield, Non-Exempt Staff Representative, Caucasian, Male
* Ms. Bonita Akinsanya, SGA Vice President or designee (2007)

(*Indicates ex-officio member of the Committee)
PURPOSE: The Traffic and Parking Authority Committee reviews and recommends policies, rules, and regulations governing vehicular traffic on campus. The Committee also recommends penalties for categories of infractions of traffic and parking regulations. This Committee was established by Board of Trustees action on June 20, 1968. A subcommittee composed of one faculty member, one staff member, and one student member from this group will hear appeals of penalties levied against students, faculty, or staff for violations of campus traffic and parking regulations as publicized in "Campus Traffic and Parking Regulations" and render judgments on such appeals. Appeals must be made in writing within 14 days of the citation date with the responsibility for stating reasons why the penalties should not be levied resting upon the appealing party.

COMPOSITION: Director of Public Safety, Vice Chancellor for Student Affairs, Vice President of Student Government Association, three other students appointed by SGA President and approved by Student Senate, three faculty members, and three staff members with at least one exempt and one non-exempt position represented. The Director of Public Safety will serve as chair.

REPORTING CHANNEL: Vice Chancellor for Finance and Administration

MEMBERSHIP:

* Mr. Rick Hatler, Director of Public Safety, Chair, Caucasian, Male
* Dr. Jerald Ogg, Interim Vice Chancellor for Student Affairs, Caucasian, Male
* Mr. Chris Cherry, SGA Vice President (2007)
* Mr. Jared Anderson, SGA Representative (2007)
* Mr. Emrullah Gruch, SGA Representative (2007)
* Mr. Kaylis Magras, SGA Representative (2007)
Dr. John Collins, Faculty Representative (2007), Caucasian, Male
Dr. Michelle Merwin, Faculty Representative (2007), Caucasian, Female
Dr. Mohammed Obadat, Faculty Representative (2007), Caucasian, Male
Ms. Deborah Williams Boyd, Non-Exempt Staff Member (2007), African American, Female
Mr. Brad Burkett, Exempt Staff Member (2007), Caucasian, Male
Mr. John Abel, Exempt Staff Member (2007), Caucasian, Male

*Indicates ex-officio member of the Committee
PURPOSE: The University Calendar Committee is responsible for recommending all class scheduling dates including when classes begin and end, semester breaks, study days, and commencement exercises for the University. These dates must conform to the Faculty Senate designated instruction time for semester weeks and class minutes.

COMPOSITION: Provost and Vice Chancellor for Academic Affairs, Vice Chancellor for Student Affairs, Vice Chancellor for Finance and Administration, Registrar, Faculty Senate President-elect, Faculty Senate Committee on Instruction Chair, two students appointed by the Student Government President and approved by the Student Senate, and five faculty members representing each of the five colleges serving two-year terms. The Committee will be chaired by the Provost and Vice Chancellor for Academic Affairs.

REPORTING CHANNEL: Chancellor

MEMBERSHIP:

* Dr. Thomas Rakes, Provost & Vice Chancellor for Academic Affairs. Chair, Caucasian, Male
* Dr. Jerald Ogg, Interim Vice Chancellor for Student Affairs, Caucasian, Male
* Mr. Al Hooten, Vice Chancellor for Finance and Administration, Caucasian, Male
* Ms. Brandy Cartmell, Director of Academic Records and Registrar, Caucasian, Female
* Dr. Elaine Harriss, President-elect, Faculty Senate, Caucasian, Female
* Mr. Brian Johnson, Chair, Committee on Instruction, Caucasian, Male
* Mr. Grayson Ildrich, SGA Representative (2007)
* Mr. Anthony Lindsey, SGA Representative (2007)
Ms. Jo Aden, Agriculture and Applied Sciences (2007), Caucasian, Female
Dr. Philip Young, Business and Public Affairs (2008), Caucasian, Male
Dr. Frank Black, Education and Behavioral Sciences (2007), African American, Male
Mr. Tom Eskew, Engineering and Natural Sciences (2008), Caucasian, Male
Mr. Tim Hacker, Humanities and Fine Arts (2007), Caucasian, Male

(*Indicates ex-officio member of the Committee)
PURPOSE: The University Council, in accordance with the University of Tennessee Bylaws, was established by the Chancellor and delegated review of the following functions: approval and control of student organizations and adoption of standards of conduct and disciplinary procedures involving misconduct or delinquencies of students. Subcommittees of six persons shall serve as appeal boards (or as the initial hearing boards) for disciplinary cases and appeals of grades alleged to be lower than academically earned. However, the Chancellor shall retain ultimate control and authority and shall be responsible to the President and the Board of Trustees for all final actions and decisions in these areas.

COMPOSITION: Vice Chancellor for Student Affairs, Vice Chancellor for University Advancement, Provost and Vice Chancellor for Academic Affairs, Vice Chancellor for Finance and Administration, Student Conduct Coordinator, two academic deans serving two-year terms with one rotating off each year, President-Elect of Faculty Senate, five faculty members serving two-year terms, and six executive officers of the Student Government Association or designees selected from SGA Senate. The Committee will be chaired by the Vice Chancellor for Student Affairs.

REPORTING CHANNEL: Chancellor

MEMBERSHIP:

* Dr. Jerald Ogg, Interim Vice Chancellor for Student Affairs, Chair, Caucasian, Male
* Mrs. Len Solomons, Vice Chancellor for University Advancement, Caucasian, Female
* Dr. Thomas Rakes, Provost and Vice Chancellor for Academic Affairs, Caucasian, Male
* Mr. Al Hooten, Vice Chancellor for Finance and Administration, Caucasian, Male
* Ms. Vishenia Huery, Student Conduct Coordinator, African American, Female
* Dr. Ernie Moser, Dean of Business and Public Affairs (2008), Caucasian, Male
* Dr. Jim Byford, Dean of Agriculture and Applied Sciences (2007), Caucasian, Male
* Dr. Elaine Harris, President-Elect, Faculty Senate (2007), Caucasian, Female
* Ms. Mary Ruth Gibbons, Faculty Representative (2007), Caucasian, Female
* Dr. Patricia Hewitt, Faculty Representative (2007), Caucasian, Female
* Mr. Lane Last, Faculty Representative (2007), Caucasian, Male
* Dr. Tina Lee, Faculty Representative (2008), African American, Female
* Dr. Dan McDonough, Faculty Representative (2008), Caucasian, Female
* Mr. James Orr, SGA President (2007), African American, Male
* Mr. Chris Cherry, SGA Vice President (2007)
* Ms. Lindsey Sutherland, SGA Secretary General (2007)
* Mr. Jared Anderson, SGA Representative (2007)
* Ms. Ashley Donoho, SGA Representative (2007)
* Ms. Lacee North, SGA Representative (2007)

*Indicates ex-officio member of the Committee*
Carol Aiken
White, Female
Business/Occupation: Nurse
Term Expires: Fall 2007
Washington County
Represents: Eastern Region
Area: Ag or Natural Resources
Address:
   238 Sam Aiken Road
   Telford, TN 37690
   Phone: 423/257-4642
   423/534-5365 (w)
   Email: caiken@sharedhealthservices.com
Replaced: Joy Wachs

Dr. Jeanette Armstrong
Black, Female
Business/Occupation: Retired Director of Vocational Adult and Community Education
Term Expires: 2009 Davidson County
Represents: Central Region
Area: FCS/Resource Development
Address:
   5829 Fireside Drive
   Brentwood, TN 37027
   Phone: 615/371-8651
   Email: jaswa@comcast.net
Replaced: Roosevelt Williamson

Maurine Bronaugh
Black, Female
Business/Occupation: Retired Consumer Science Teacher
Term Expires: Fall 2008 Davidson County
Represents: Central Region
Address:
   3300 Moorewood Drive
   Nashville, TN 37207
   Phone: 615/227-9764
   Email: maurine11@netzero.net
Replaced:

Dwight Dickson
White, Male
Business/Occupation: District Conservationist
Term Expires: Fall 2009 Fentress County
Represents: At Large
Area: Ag or Natural Resources
Address:
    P. O. Box 1717
    Jamestown, TN 38556
    Phone: 931-879-8212 Ext. 3
    Email:
Replaced: Roger Radel

Mark Ezell
White, Male
Business/Occupation: President, Purity Dairies
Term Expires: Fall 2007 Davidson County
Represents: At Large
Area: Ag or Natural Resources
Address:
    P. O. Box 100957
    Nashville, TN 37224
    Phone: 615/244-1900, ext. 268 or
    800/804-6455
    Email: mark_ezell@deanfoods.com
Replaced: Linda Carman

Linda Jane Gough
Black, Female
Business/Occupation: Metro Nashville-Davidson County Public Schools
Term Expires: Fall 2007 Davidson County
Represents: Central Region
Area: Resource Development
Address:
    220 Ashington Court
    Brentwood, TN 37027-4362
    Phone: 615/370-9494
    Email: jane.gough@mnps.org
    or goughj01@ten-nash.ten.k12.tn.us
Replaced: George Morgan

Brent Griggs
White, Male
Business/Occupation: Farmer
Term Expires: Fall 2008
Gibson County
Represents: At Large
Address:
    902 Hillwood Street
    Kenton, TN 38233
    Phone: 731/749-5035
    Email: brentgriggs@aol.com
Replaced: John Lindamood
Annette King
Black, Female
Business/Occupation: Teacher
Term Expires:
White County
Represents: At Large
Address:
   222 King Street
   Sparta, TN 38583
   Phone: 931-836-3577 (home)
         931-738-9238 (work)
         931-212-3832 (cell)
   Email: m_annetteking@hotmail.com
Replaced:

Gary Mason
White, Male
Business/Occupation: Farmer
Term Expires: Fall 2009
McMinn County
Represents: Eastern Region
Area: Ag or Natural Resources
Address:
   222 County Road
   Niota, TN 37826
   Phone: 423-578-2498
Replaced: Charles Daugherty

Carol McBride
White, Female
Business/Occupation: 4-H Volunteer
Term Expires: Fall 2009
Madison County
Represents: At Large
Area: 4-H
Address:
   450 New Deal Road
   Jackson, TN 38305
   Phone: (731) 422-4445
   Email: cmcbride84@aol.com
Replaced: Jerry Woods

William A. McNairy
Black, Male
Business Occupation: Flower Shop Owner and Part-Time Farmer
Term Expires: Fall 2007 Giles County
Represents: At Large
Area: Resource Development
Address:
   1100 Gimlet Creek Road
   Lawrenceburg, TN 38464
Phone: 931/363-1074 (home)
931/363-8918 (work)
Email: (no email)

Replaced: Andy King

James Menees
White, Male
Business/Occupation: Farmer
Term Expires: Fall 2008
Montgomery County
Represents: Western Region
Address:
1151 Port Royal Road
Clarksville, TN 37043
Phone: 931/485-2956
Email:
Replaced: Jim Frazier

Aaron A. Powell, Sr
Black, Male
Business/Occupation: Farmer and Business Owner/Military/Bank Board Director
Term Expires: Fall 2007 Shelby County
Represents: Western Region
Area: Resource Development
Address:
4859 Ortic Drive
Memphis, TN 38109
Phone: 901/785-7889
Email: powellaa@bellsouth.net
Replaced: Alvin Harris

Rob Reviere
White, Male
Business/Occupation: Farmer and Community Leader
Term Expires: Fall 2007 Lauderdale County
Represents: At Large
Area: Ag or Natural Resources
Address:
4713 Highway 19 West
Ripley, TN 38063
Phone: 731/635-0979
Email: rreviere@newwavecomm.net
Replaced: Alpha Worrell

Karmen Rivers
Black, Female
Business/Occupation: Student/4-H’er
Term Expires: Fall 2009
Davidson County
Represents: Youth Representative
Address:
923 Burchwood Drive
Nashville, TN 37216
Phone: 615-228-1651
Email: karmen_shelay@yahoo.com
Replaced: Ashley Ball

**Dr. Kenneth Robinson**
White, Male
Business/Occupation: Dept. Of Human Services
Term Expires: 2009 Davidson County
Represents: At Large
Area: FCS
Address:
   TN Department of Human Services
   425 Fifth Avenue, North
   Cordell Hull Building, 3rd Floor
   Nashville, TN 37243
   Phone: 615-741-3111
   email:
Replaced: Richard Dobbs

**Becky Ruppe**
White, Female
Business/Occupation: County Mayor
Term Expires: Fall 2008
Morgan County
Represents: Eastern Region
Address:
   P. O. Box 387
   Wartburg, TN 37887
   Phone: 423/346-6288
   Email: rrruppe@yahoo.com
Replaced George Miller

**Russell Shelton**
Black, Male
Business/Occupation: Director, TN Technology Center
Term Expires: 2008 Shelby County
Represents: Western Region
Address:
   550 Alabama Avenue
   Memphis, TN 38105-3604
   Phone: 901/543-6156
   Email: Russell.Shelton@ttcmemphis.edu
Replaced: Helen Smiley

**Carla Snodgrass**
White, Female
Business/Occupation: Executive Director, Prevent Child Abuse Tennessee
Term Expires: Fall 2009 Davidson County
Represents: Central Region
Area: FCS
Address:
1120 Glendale Lane
Nashville, TN 37204
Phone: 615-383-0994 or 888-383-0994
Email: carla.snodgrass@pcat.org
Replaced: Annette King

**Julie Thompson**
White, Female
Business/Occupation: Beef Cattle Farmer/Elem. School Principal
Term Expires: Fall 2008 Knox County
Represents: Eastern Region
Address:
6726 Little Flat Creek Road
Corryton, TN 37721
Phone: 865/689-2317
Email: thompsonj23@k12tn.net
Replaced: Carla Steadman

**Lee Todd**
White, Male
Business/Occupation: Retired
Term Expires: Fall 2009
Shelby County
Represents: Western Region
Area: Ag or Natural Resources
Address:
8353 Glen Meadow Lane
Germantown, TN 38138
Phone: 901-755-1191
Replaced: French Richards

**Jannis Vanderlinden**
White, Female
Business/Occupation: Community Volunteer
Term Expires: 2008 Dickson County
Represents: At Large
Area: FCS
Address:
2045 Dade Circle
Dickson, TN 37055
Phone: 615/446-7383
Email: posysketch237@html.com
Replaced: Charlene Key

**Merilyn Waldron**
White, Female
Business/Occupation: Homemaker
Term Expires: Fall 2009
Rutherford County
Represents: Central Region
Area: FCS
Address:
  3435 Florence Road
  Murfreesboro, TN 37129
  Phone: 615-895-0164 (Home)
  Cell: 615-275-5972
Replaced: Sue Bailey

Donald Willis
White, Male
Business/Occupation: Farmer (Row Crop, Cattle)
Term Expires: 2008 Coffee County
Represents: Central Region
Address:
  175 Hidden River Lane
  Hillsboro, TN 37342
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