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OVERVIEW OF THE UNIVERSITY OF TENNESSEE COMPLIANCE PROGRAM

The University of Tennessee is a state institution of public 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. On October 22, 2010, the University of Tennessee Board of Trustees elected Dr. Joe DiPietro to become the 25th President of the University. Dr. DiPietro assumed the office of president January 1, 2011. The President’s office is located at 800 Andy Holt Tower, University of Tennessee, Knoxville, Tennessee. Mr. Theotis Robinson Jr., Vice President of Equity and Diversity, reports directly to the President and serves as the Title VI Coordinator for the University system-wide. His office is located at 827 Andy Holt Tower, University of Tennessee, Knoxville, Tennessee.

The University’s primary missions are instruction, research, and public service with an emphasis on quality research, 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.
Goals

The University of Tennessee seeks, as its Title VI goal, to ensure that its recruitment efforts of students, faculty and staff, 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.

Non-discrimination posters unique to the University of Tennessee were developed and printed in both English and Spanish, 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.

**Title VI Activities by Units**

As a recommendation of the Office of Equity and Diversity Review Task Force appointed by Interim President Jan Simek at the direction of the University of the Tennessee Board of Trustees, President DiPietro has appointed a Diversity Advisory Council (DAC) to advise him on matters of diversity across the UT System. His charge to DAC was “To advise the President regarding matters pertaining to:

1. How to be effective and efficient in the recruitment, retention and graduation of a more diverse student population;

2. Recruiting and retaining a more diverse faculty and staff and;

3. Development and implementation of performance measurements for the purpose accountability, and other matters relating to diversity as necessary.”

The Diversity Advisory Council is chaired by the Vice President for Equity and Diversity. Consisting of 20 members, the DAC is drawn from across the UT System and includes members
of the UT Board of Trustees. Thirteen European Americans and seven African Americans comprise the council. (Appendix I, Public Notice and Outreach)

The University of Tennessee Knoxville (UTK) The UTK Office of Equity and Diversity serves administrators, faculty, students, and applicants at the Knoxville Main Campus, Men’s and Women’s Athletics, Institute for Agriculture, and System-wide Administration, which includes the Institute of Public Service. Activities of the UTK-OED include:

- Serves as an ex officio member of various special campus commissions which deal with issues related to race, color, and national origin. Such commissions include the Council on Diversity and Interculturalism, the Commission on Blacks, Exempt Staff Council, Leadership Committee, the newly formed ad hoc 50th Anniversary Committee on the Commemoration of the admission of African American undergraduate students to UTK, and the System-wide Taskforce on OED Reorganization and Diversity Initiatives.

- Provides information to campus units responding to annual Title VI survey requests submitted by state granting agencies.

- Conducts and/or participates in campus programs, activities, and/or educational workshops dealing with issues of affirmative action, equal employment, and diversity and inclusion. This includes serving as a facilitator each year with the Life of the Mind Program and teaching a First Year Studies Course. Both allow the director to work with undergraduate students and provide an outlet to discuss issues of diversity.

- Monitored, during this past year, job searches to fill position vacancies (upper level administrative, tenure track faculty, and exempt/professional staff). This included meeting with individual search committees and providing assistance as needed to encourage the recruitment of diverse applicants/candidates for job vacancies.

- Continues to provide outlets for campus units to post job vacancies at no cost to the unit in an effort to recruit diverse applicant pools of candidates. OED renewed its subscription to HigheredJobs.com and recently began a subscription to LatinosinAmerica.com.

- Continued to serve and investigate complaints of discrimination filed on the basis of race, color, national origin, gender (to include sexual orientation and gender identity), age, disability, religion, and veteran status.
• Currently, UTK-OED disseminates Your Rights Under Title VI of the Civil Rights Act of 1964 which, like the Title VI poster, includes a Spanish translation. A translated version of the Sexual Harassment flyer, which includes the OED Complaint Process, and the Sexual Harassment Brochure has been drafted and is under review.

No Title VI complaints were received during this reporting period.

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. In addition, UTC actively supports other organizations that work to increase access to minority contractors such as the Tennessee Multicultural Chamber of Commerce and the Minority Entrepreneur Development Week, activities for which UTC has purchased corporate sponsorships and/or table booths. Finally, it is worthy to note that UTC periodically hosts a Small and Minority Business Contractor Orientation and annually publishes the UTC Vendors Guide. These activities, coupled with the Vendor’s Guide, are designed to strengthen the relationship between the campus, community, minority contractors, and construction industry at large.

During the reporting period, UTC hosted a presentation with minority vendors to discuss the bid process for the new library construction. Additionally, the University of Tennessee Chattanooga continues to work diligently to increase to increase the representation of women and minorities in the faculty and staff workforce. Since October 1, 2010, UTC has hired a number of women and minorities for positions in EEO Categories 1-3 including: seven Black/African American males, seven Black/African American females, three Asian males, one Asian female and one Latina. No Title VI complaints were received during the reporting period.

The University of Tennessee at Martin (UTM) Equity and Diversity Officer/Title VI Coordinator met and interviewed all candidates for faculty, administrative, and staff positions for the 2010-2011 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, Hispanic 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
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 Tenth Annual Civil Rights Conference
February 20-26, 2010. The theme of the conference was “Civil Rights in the Age of Obama.”

The topics/activities covered in the conference were:

1. Ken-Tenn Homecoming and Reunion Association and Community Forum, African-American History Month Celebration
2. Student Rally for Social Justice
3. Black History Quiz Bowl, sponsored by the National Association of Black Journalists
4. Civil Rights Movie showing: Amistad, Steven Spielberg’s account of a slave ship rebellion
5. Native American Rights Day – How the Lies of History have Tarnished our Moral Value
6. Roundtable on Black Writers
8. Presentation by Dr. Cynthia Griggs Fleming on the topic of Civil Rights in the Age of Obama
9. White Privilege and White Activism in the Struggle for Black Freedom
10. Racial Disparities in Health Care
11. Local Civil Rights History: Fulton and South Fulton
12. Unnatural Causes: Is Inequality Making Us Sick? Documentary Movie

Finally, the Equity and Diversity Office/Title VI Coordinator will continue to hold workshops for the Child and Family Grants Programs. A second workshop will be held in November 2010. This workshop will focus on the topic of leadership for the staff members in the Child and Family Grants program. No Title VI complaints were received during this reporting period.
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 Purchasing Department utilizes a reverse auction technique when appropriate which vastly increases the number of minority firms that are notified of the University’s needs.
The Department of Health Career Programs (HCP) at The University of Tennessee Health Science Center is committed to contributing to a diverse workforce by nurturing and supporting secondary and postsecondary students’ interests in the health professions and in the University as prospective matriculants.

UTHSC actively seeks applications from veterans and from individuals who are historically underrepresented in science and in the health care professions: underrepresented minority students, non-traditional students, students with disabilities, and students who represent the first in their families to pursue higher education.

The HCP mission will be accomplished via the implementation of a targeted recruitment plan, information dissemination, skill building activities, academic and personal development enrichment programs, and retention strategies.

The University of Tennessee Institute of Agriculture (UTIA) details Title VI activities for each of Tennessee’s 95 county units in the annual “Civil Rights Compliance Review and Report.” In addition, desktop and on-site reviews are conducted annually. A sample compliance report can be found in (Appendix II, Compliance Review). UT Extension is currently reviewing LEP policies and procedures. Extension personnel have a number of Spanish publications and other programs targeted toward Hispanic/Latino audiences. An Extension Hispanic taskforce has made recommendations to UT Extension which are under consideration. Extension’s outreach activities touch every community in Tennessee.

No Title VI complaints were received in UTIA during the reporting period. Committee lists can be found under (Appendix I).
The UT Space Institute (UTSI) Title VI Coordinator serves as advisor to the UTSI Chapter of the National Society of Black Engineers (NSBE). 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. We sponsor Junior Chapters of NSBE in some of the local middle schools. The students from these chapters participate in activities we host during Black History Month celebrations. Community outreach projects such as this help strengthen race relations between UTSI and the surrounding area.

UTSI has a diverse workforce and student population that includes individuals from all over the world. On occasion, translators are needed to help conduct business with some individuals that may not fully understand or speak English. When the need arises, on-site staff from our diverse workforce and/or student population are asked to assist with translation needs. This process has been successful for UTSI.

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 standing committee report is included in (Appendix I, Public Notice and Outreach).

**Federal Program or Activities**

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.

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. 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. Therefore, an enforcement plan for sub-recipients has been developed, a copy of which is provided in (Appendix H, Compliance Review). Also included in (Appendix H) 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 antidiscrimination 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 A, Federal Programs or Activities) provides fiscal information for the period of 2009-2010 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.

**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 A). 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 II). A Subcontract Checklist, which documents compliance by each Knoxville sub-recipient, is maintained by the University (Appendix II).

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.
Organization of the Civil Rights Office/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. President Joe DiPietro has overall responsibility for Title VI activities at the University of the University. The Chancellors are responsible for their individual campuses. The President has designated Theotis Robinson, Jr., Vice President of Equity and Diversity, to be responsible for the development and implementation of the University’s Title VI Plan and subsequent updates. He reports to President Joe DiPietro 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 (Appendix B, Organization of the Civil Rights Office/Civil Rights Coordinator). 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.
Data Collection and Analysis

Extensive data collection and analyses concerning the University's compliance with Title VI are included in the Appendices. Included in the report are data for UTK, UTC and UTM as follows: Undergraduate and Graduate enrollment by race by campus units from 2006-2010; progression of diverse student populations of freshmen who return as sophomores from 2006-2010; diverse student populations of undergraduate graduation rates from 2006-2010 (Appendix C, Data Collection and Analysis). Included in is a list of degrees awarded by race and by campus (Appendix C). 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 A) provides a summary report of orders by UT, UTC, and UTM awarded to minority-, women-, and small-owned businesses for the fiscal year 2009-2010.

The University of Tennessee across its system employees a total 36,775 as reflected in the October 31, 2010 Integrated Postsecondary Education Data System Report. Extensive data regarding employment statistics and racial composition of the University’s workforce are compiled annually in the 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 2010, is included in (Appendix A).

Definitions

Definitions, as utilized across the University System when referring to matters obtaining to Title VI, can be found in Appendix D.
**Discriminatory Practices**

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, faculty, and staff. Guidelines for compliance with Title VI are found in existing University policies, guidelines, and reporting mechanisms as found throughout this document. Examples of related policies and procedures can be found in Appendix D 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, Affirmative Action, and Diversity
- 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).

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.

Limited English Proficiency Compliance

University policy governing Limited English Proficiency (LEP) can be found in Appendix F.

Complaint Procedures

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 G, Complaint Procedures). 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 E).

**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 University has a total of 153 sub-recipients as identified. (Appendix H, Compliance Review).

The vast majority (if not all) of sub-recipients of federal funds through the University of Tennessee are also direct recipients of federal funds, and therefore generally have pre-existing 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 sub-recipient must sign an Assurance Statement that the agency will comply with the requirements of Title VI. 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.*
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:** Most, if not all of the University’s sub-recipients, are directly covered by Title VI legislation and are required to comply with the provisions of the law such as Title VI training. In conjunction with A-133 sub-recipient monitoring, the University annually surveys 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.
Compliance/Non-Compliance Reporting

The University of Tennessee submits an annual Title VI Plan to the Tennessee Human Rights Commission (THRC) Any information required by THRC is available upon request. The University also submits its Title VI Plan to the Division State Audit. No federal agency receives the report.

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 I).

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 Jimmy Cheek 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 I). All other planning/advisory boards of importance are listed in Appendix K.

Compliance Non-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. Upon request from the Division of State Audit, the University also submits of the Title VI Plan to that office. No office of the federal government receives the report.

Title VI Training Plan

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.

**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 H). 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. Additionally, the Annual Title VI Report can be accessed through the University’s website under the UT System Department of Equity and Diversity.

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 E). Additionally, a Title VI brochure has been developed presented in both English and Spanish. This information is included in Appendix E. 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 Knoxville (UTK):** During this past reporting period, the Office of Equity and Diversity (OED) continued to maintain contact with local Title VI Coordinators from the City of Knoxville, Knox County, and the Tennessee Department of Transportation. In June, the UTK-OED Director, as a member of the Title VI Review Committee:
City of Knoxville, met to review and comment on their Title VI efforts. As a matter of keeping informed about Title VI policies and procedures, the UTK-OED Director completed the Title VI recertification survey (electronic version), attended a Title VI information session conducted by representatives from the Tennessee Human Rights Commission (THRC), and participated in a follow-up on-campus video conference with all UTK Title VI Coordinators to discuss information gathered from the THRC presentation. UTK-OED participates in the weekly New Hire Orientation sessions conducted by Human Resources where, during this past academic year, more than 600 persons were provided written information related to Title VI. Finally, the UTK-OED continues to respond to annual Title VI surveys submitted by granting agencies to various UTK offices receiving such grants.

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 sessions on Title VI and VII of the Civil Rights Act of 1964; Title IX Education Amendments of 1972; Family Education Rights and Privacy Act (FERPA); Sexual Harassment (HR 0280), and Information Technology Policy (RIAA Infringement Notification). 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 are 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 (IPS) 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) All bidders, contractors, subcontractors and suppliers of materials are notified of the University’s Affirmative Action Policy. In keeping with University practice, all bidders, contractors, subcontractors and suppliers of materials are notified that the University will not knowingly do business with any bidder, contractor, subcontractor, or supplier of materials who discriminate against members of any protected class. The University 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. Minority contractors are notified when new campus projects are about to go out for bids. They are provided information regarding the bidding process as well as information regarding sub-contracting and other bidding related information.

The University of Tennessee at Martin (UTM) is totally committed to enforcing Title VI of the Civil Rights Act of 1964. Therefore, 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. All African American, Hispanic American, members of other minority groups, and international students receive the Title VI brochure. Title VI posters are placed in plain view in all buildings throughout the University.

The University of Tennessee Martin is proactive in enforcing policies concerning admission of African American, Hispanic American, and other students of underrepresented groups and continues to intensify its efforts targeted towards these students. Moreover, the University continues to make a concerted effort in employing African Americans, Hispanic Americans, and other minorities in faculty and staff positions based on availability in the local, regional, and national markets. Finally, on August 20, 2010, the Equity and Diversity Officer held a Title VI workshop for twenty or more staff members employed in the Healthy Start Program.
The University of Tennessee Institute of Agriculture (UTIA) Extension Service Title VI functions are outlined in the document, “Program for Equal Employment Opportunity in The University of Tennessee Extension.”

All exempt staff and faculty in UT Extension attend a week-long New Employee Orientation, generally within the first six months of employment. A three-hour in-person session on diversity and a two and one-half-hour online program on Civil Rights Law and related policies are part of the program. Ongoing training is offered on an as-needed basis by state-level staff, regional directors, and county directors. Civil Rights issues are discussed in regular staff conferences. Extension educators follow UT Extension/USDA Public Notification guidelines and utilizes the USDA “And Justice for All” poster in reception areas and meeting rooms; nondiscriminatory statements in television, radio, newspaper articles, letters, phone calls and visits to members of underrepresented groups. A web site is also available with links to documents which should be in each county office file. Letters regarding UT Extension’s non-discriminatory policy are sent annually by the dean to employees as well as outside groups with whom we work and partner with in the delivery of educational programs.

As the outreach arm of the university land-grant system, UT Extension offers research-based education to Tennesseans in the program areas of Agriculture and Natural Resources, Family and Consumer Sciences, 4-H Youth Development, and Resource Development. This is achieved through the joint cooperation of county governments, state government (through the University of Tennessee), and federal government (United States Department of Agriculture). UT Extensions offers its programs to all eligible persons regardless of race, color, national origin, sex, age, disability, religion or veteran's status. UT Extension offers equal opportunities in programs and employment.
Public Notice and Outreach

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.

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.

Evaluation Procedures

In an effort to make the information contained in the Title VI Plan more relevant to reviews and planning activities that occur at the University, data and outreach activities are being provided to two initiatives that are underway at the University of Tennessee. One initiative presently underway and referenced in the "Overview" section is the Diversity Advisory Council. The activities of DAC
will be data driven and rely heavily on data contained in the plan. The second initiative underway is the development of a Strategic Plan" for the University which will also be largely driven by data contained in the Title VI Plan. A spring retreat of Title VI coordinators will review the plan for the purpose of enhancing overall compliance and the furtherance of Title VI objectives.

**Responsible Officials**

As referenced in the section “Organization of the Civil Rights Office/Civil Rights Coordinator,” President Joe DiPietro has overall responsibility for Title VI activities and compliance for the University with the Chancellors being responsible for Title VI activities and compliance on their individual campuses. The Chancellors are as follows:

- Chancellor Jimmy Cheeks/University of Tennessee Knoxville
- Chancellor Roger Brown/University of Tennessee Chattanooga
- Chancellor Tom Rakes/University of Tennessee Martin
- Chancellor Steve Schwab/University of Tennessee Health Science Center
- Chancellor Larry Arrington/ Institute of Agriculture

President DiPietro has designated Mr. Theotis Robinson, Jr., Vice President of Equity and Diversity, to be responsible for the development and implementation of the University’s Title VI Plan.
APPENDICES

A. Federal Programs or Activities
B. Organization of the Civil Rights Office/Civil Rights Coordinator
C. Data Collection and Analysis, Including Total Number of Complaints Received
D. Definitions
E. Discriminatory Practices
F. Limited English Proficiency (LEP)
G. Complaint Procedures
H. Compliance Review
I. Public Notice and Outreach
Appendix A

Federal Programs or Activities
UNIVERSITY'S 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 of 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 amount 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, upon request, shall provide proof of such non-discrimination, and shall post in conspicuous places, available to all employees and applicants, notice of nondiscrimination.

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. Contractor's outside interests shall not interfere with or compromise 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:
   a. Any partners or employees of the Contractor who are also employees of the University.
   b. Any relatives of the Contractor's partners or employees who work for the University.
   c. 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 obligations 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.

15. In compliance with the requirements of Chapter 878, Public Acts of 2006 of the State of Tennessee, for any contract for goods or services purchased by the University, the Contractor hereby attests that the Contractor shall not knowingly utilize the services of an illegal immigrant in the performances of this Contract and shall not knowingly utilize the services of any subcontractor who will utilize the services of an illegal immigrant in the United States in the performance of the Contract.
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### Expenditures

#### THE UNIVERSITY OF TENNESSEE

**FY 2009-2010**

**EXPENDITURES**

**UNIVERSITY CONTRACT STAPLES**

**MISCELLANEOUS OFFICE SUPPLIES**

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<td>2256</td>
<td>265</td>
<td>9413</td>
<td>764</td>
<td>15688</td>
</tr>
<tr>
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<td>813</td>
<td>109</td>
<td>4</td>
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<td>775</td>
<td>8761</td>
</tr>
<tr>
<td>Total Minority*</td>
<td>2289</td>
<td>1168</td>
<td>13</td>
<td>15709</td>
<td>1853</td>
<td>21031</td>
</tr>
<tr>
<td>Total All</td>
<td>6062</td>
<td>3532</td>
<td>313</td>
<td>32182</td>
<td>3393</td>
<td>45481</td>
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</tbody>
</table>

#### Expenditures

**THE UNIVERSITY OF TENNESSEE**

**FY 2009-2010**

**EXPENDITURES**

**UNIVERSITY CONTRACT FISHER**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
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</tr>
</thead>
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<tr>
<td>African American</td>
<td>5107</td>
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</tr>
<tr>
<td>Hispanic</td>
<td>0</td>
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</tr>
<tr>
<td>Native American</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Asian American</td>
<td>2642</td>
<td></td>
</tr>
<tr>
<td>Woman Owned</td>
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<tr>
<td>Small</td>
<td></td>
<td>820870</td>
</tr>
<tr>
<td>Large</td>
<td></td>
<td>1708775</td>
</tr>
<tr>
<td>Total Minority</td>
<td></td>
<td>7749</td>
</tr>
<tr>
<td>Total All</td>
<td></td>
<td>2600879</td>
</tr>
</tbody>
</table>

**Note:** This cannot be broken down by campus.
<table>
<thead>
<tr>
<th>Campus Race</th>
<th>Gender</th>
<th>Nonresident alien</th>
<th>Faculty</th>
<th>Exec/ Mgmt</th>
<th>Prof</th>
<th>Tech/ Para</th>
<th>Clerical</th>
<th>Skilled Craft</th>
<th>Service</th>
<th>Total</th>
<th>Campus Percent</th>
</tr>
</thead>
<tbody>
<tr>
<td>UT</td>
<td>Male</td>
<td>68</td>
<td>0</td>
<td>166</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>24</td>
<td>261</td>
<td>2.56%</td>
<td>186</td>
</tr>
<tr>
<td></td>
<td>Female</td>
<td>34</td>
<td>1</td>
<td>58</td>
<td>10</td>
<td>0</td>
<td>3</td>
<td>17</td>
<td>615</td>
<td>1.93%</td>
<td>317</td>
</tr>
<tr>
<td>Latino/Latina</td>
<td>Male</td>
<td>91</td>
<td>5</td>
<td>10</td>
<td>0</td>
<td>3</td>
<td>3</td>
<td>32</td>
<td>322</td>
<td>0.59%</td>
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<td>0</td>
<td>28</td>
<td>1</td>
<td>7</td>
<td>14</td>
<td>104</td>
<td>241</td>
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<td>56</td>
</tr>
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<td>7</td>
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<td>2</td>
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<td>1</td>
<td>3</td>
<td>17</td>
<td>81</td>
<td>0.72%</td>
<td>20</td>
</tr>
<tr>
<td></td>
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<td>0</td>
<td>4</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>5</td>
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</tr>
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<td>Male</td>
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<td>33</td>
<td>19</td>
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<td>0</td>
<td>5</td>
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<td>2.71%</td>
<td>86</td>
</tr>
<tr>
<td></td>
<td>Female</td>
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<td>2</td>
<td>30</td>
<td>24</td>
<td>10</td>
<td>0</td>
<td>4</td>
<td>143</td>
<td>1.14%</td>
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<td>Black or African American</td>
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<td>24</td>
<td>71</td>
<td>20</td>
<td>30</td>
<td>41</td>
<td>181</td>
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</tr>
<tr>
<td></td>
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<td>22</td>
<td>47</td>
<td>60</td>
<td>314</td>
<td>1</td>
<td>163</td>
<td>784</td>
<td>6.76%</td>
<td>104</td>
</tr>
<tr>
<td>Native Hawaiian or Other Pacific Islander</td>
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<td>0</td>
<td>1</td>
<td>0</td>
<td>2</td>
<td>0</td>
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<td>4</td>
<td>0</td>
<td>0</td>
<td>4</td>
<td>0.02%</td>
<td>0</td>
</tr>
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<td>White</td>
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<td>264</td>
<td>273</td>
<td>165</td>
<td>365</td>
<td>911</td>
<td>3,501</td>
<td>30.56%</td>
<td>930</td>
</tr>
<tr>
<td></td>
<td>Female</td>
<td>655</td>
<td>273</td>
<td>237</td>
<td>123</td>
<td>189</td>
<td>366</td>
<td>706</td>
<td>2,126</td>
<td>20.52%</td>
<td>437</td>
</tr>
<tr>
<td>Two or more races</td>
<td>Male</td>
<td>4</td>
<td>0</td>
<td>10</td>
<td>2</td>
<td>4</td>
<td>3</td>
<td>15</td>
<td>31</td>
<td>0.26%</td>
<td>13</td>
</tr>
<tr>
<td></td>
<td>Female</td>
<td>1</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>3</td>
<td>0.02%</td>
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</tr>
<tr>
<td>Race Unknown</td>
<td>Male</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Female</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
<td>0</td>
</tr>
<tr>
<td>All</td>
<td>Male</td>
<td>1,400</td>
<td>300</td>
<td>1,711</td>
<td>317</td>
<td>206</td>
<td>437</td>
<td>1,133</td>
<td>4,984</td>
<td>54.45%</td>
<td>355</td>
</tr>
<tr>
<td></td>
<td>Female</td>
<td>808</td>
<td>265</td>
<td>1,268</td>
<td>371</td>
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<td>876</td>
<td>498</td>
<td>2,443</td>
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</tr>
<tr>
<td>UTC</td>
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<td>0</td>
<td>0</td>
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<td>0</td>
<td>1</td>
<td>11</td>
<td>0.93%</td>
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</tr>
<tr>
<td></td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>3</td>
<td>0.25%</td>
<td>0</td>
</tr>
<tr>
<td>Latino/Latina</td>
<td>Male</td>
<td>5</td>
<td>2</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>12</td>
<td>19</td>
<td>1.63%</td>
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</tr>
<tr>
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<td>1</td>
<td>0</td>
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<td>0</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>3</td>
<td>10</td>
<td>0.25%</td>
<td>0</td>
</tr>
<tr>
<td>Asian</td>
<td>Male</td>
<td>13</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>14</td>
<td>15</td>
<td>1.22%</td>
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</tr>
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<td></td>
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<td>0</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>8</td>
<td>9</td>
<td>0.74%</td>
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</tr>
<tr>
<td>Black or African American</td>
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<td>15</td>
<td>8</td>
<td>11</td>
<td>0</td>
<td>3</td>
<td>10</td>
<td>34</td>
<td>80</td>
<td>6.67%</td>
<td>5</td>
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<td>14</td>
<td>13</td>
<td>17</td>
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<td>42</td>
<td>0</td>
<td>24</td>
<td>113</td>
<td>9.20%</td>
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</tbody>
</table>

The University of Tennessee System
IPEDS Fall Staffing Survey
Data as of October 31, 2010

NOTE: Includes both term and regular employees.
<table>
<thead>
<tr>
<th>Campus</th>
<th>Race and ethnicity</th>
<th>Gender</th>
<th>Full-Time EEO Category</th>
<th>Part-Time EEO Category</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>unknown</td>
<td></td>
<td>Faculty</td>
<td>Exec/ Mgt</td>
</tr>
<tr>
<td></td>
<td>Male</td>
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<td>1</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Female</td>
<td></td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>All</td>
<td>Male</td>
<td></td>
<td>268</td>
<td>50</td>
</tr>
<tr>
<td></td>
<td>Female</td>
<td></td>
<td>207</td>
<td>61</td>
</tr>
<tr>
<td>UTM</td>
<td>Nonresident alien</td>
<td>Male</td>
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<td>0</td>
</tr>
<tr>
<td></td>
<td>Female</td>
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<td>2</td>
</tr>
<tr>
<td></td>
<td>Asian/Pacific</td>
<td>Male</td>
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<td>1</td>
</tr>
<tr>
<td></td>
<td>Islander</td>
<td>Female</td>
<td>6</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Latino/Latina</td>
<td>Male</td>
<td>4</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Female</td>
<td></td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>White</td>
<td>Male</td>
<td></td>
<td>149</td>
<td>27</td>
</tr>
<tr>
<td></td>
<td>Female</td>
<td></td>
<td>102</td>
<td>32</td>
</tr>
<tr>
<td>Race and ethnicity</td>
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<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Female</td>
<td></td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>All</td>
<td>Male</td>
<td></td>
<td>163</td>
<td>28</td>
</tr>
<tr>
<td></td>
<td>Female</td>
<td></td>
<td>123</td>
<td>35</td>
</tr>
</tbody>
</table>
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
### The University of Tennessee System
#### 2009-2010 Unrestricted & Restricted Revenues

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Appropriations</td>
<td>$516,305,505</td>
</tr>
<tr>
<td>Grants &amp; Contracts</td>
<td>$515,587,831</td>
</tr>
<tr>
<td>Tuition &amp; Fees</td>
<td>$404,492,792</td>
</tr>
<tr>
<td>Auxiliary Enterprises Funds</td>
<td>$193,016,131</td>
</tr>
<tr>
<td>Private Gifts &amp; Endowment Income</td>
<td>$80,083,219</td>
</tr>
<tr>
<td>Sales &amp; Services of Educational Activities</td>
<td>$51,284,074</td>
</tr>
<tr>
<td>Other Sources</td>
<td>$122,369,571</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td><strong>$1,883,139,123</strong></td>
</tr>
</tbody>
</table>

Source: University of Tennessee Controller's Office; Supplemental Schedules and Appendices for Fiscal Year 2010, pages 1 - 16
The University of Tennessee  
Schedule of Federal Expenditures  
For the Year Ended June 30, 2010

<table>
<thead>
<tr>
<th>Agency</th>
<th>2010</th>
<th>2009</th>
<th>2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>State of Tennessee (Federal Flow Through)</td>
<td>$75,357,694.22</td>
<td>$40,281,551.23</td>
<td>$32,228,252.82</td>
</tr>
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<td>Department of Education</td>
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<td>43,395,641.73</td>
<td>40,937,149.89</td>
</tr>
<tr>
<td>Department of Health and Human Services</td>
<td>62,414,423.41</td>
<td>74,017,631.91</td>
<td>76,749,059.43</td>
</tr>
<tr>
<td>National Science Foundation</td>
<td>30,042,197.61</td>
<td>50,394,302.78</td>
<td>14,566,671.47</td>
</tr>
<tr>
<td>Department of Agriculture</td>
<td>22,025,975.47</td>
<td>24,181,069.11</td>
<td>25,601,567.35</td>
</tr>
<tr>
<td>Department of Defense</td>
<td>20,863,620.96</td>
<td>12,224,881.74</td>
<td>9,958,395.90</td>
</tr>
<tr>
<td>UT-Battelle</td>
<td>20,056,870.40</td>
<td>18,370,121.27</td>
<td>17,029,973.60</td>
</tr>
<tr>
<td>Department of Energy</td>
<td>9,195,465.61</td>
<td>8,476,476.01</td>
<td>7,863,166.46</td>
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<tr>
<td>Department of Transportation</td>
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<td>4,307,037.24</td>
<td>3,228,902.40</td>
</tr>
<tr>
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<td>2,046,585.37</td>
</tr>
<tr>
<td>NASA</td>
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<td>2,369,079.84</td>
</tr>
<tr>
<td>Department of Commerce</td>
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<td>2,830,591.35</td>
<td>3,145,344.80</td>
</tr>
<tr>
<td>Other Federal</td>
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<td>6,450,685.70</td>
<td>8,216,376.09</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$321,478,056.26</strong></td>
<td><strong>$289,940,805.02</strong></td>
<td><strong>$243,940,525.42</strong></td>
</tr>
</tbody>
</table>
Appendix B

Organization of the Civil Rights Office/
Civil Rights Coordinator
The University of Tennessee
Title VI Coordinators

Mr. Theotis Robinson, Jr.
Vice President for Equity and Diversity
The University of Tennessee
827 Andy Holt Tower
Knoxville, TN 37996-0180
(865)974-0518  Fax: (865)974-0679
trobinson4@utk.edu

Dr. Rosemary Gray
Equity & Diversity Officer/Title VI Coordinator
University of Tennessee at Martin
303 Hall Moody Administration Building
Martin, TN 38238
(731)881-3505  Fax: (731)881-3507
rgray20@utm.edu

Dr. Michael Alston
Director, Equity and Diversity
920 Madison, Suite 420
UT Health Science Center
Memphis, TN 38163
(901)448-2112  Fax: (901)448-1120
malston1@uthsc.edu

Dr. Marva Rudolph
Director, Office of Equity & Diversity
The University of Tennessee, Knoxville
1840 Melrose Avenue
Knoxville, TN 37996-3560
(865)974-2498  Fax: (865)974-0943
mrudolph1@utk.edu

Ms. Patricia A. Burks-Jelks
Director, Equity and Diversity
UT Space Institute – MS11
B. H. Goethert Parkway
Tullahoma, TN 37388-8897
(931)393-7226  Fax: (931)393-7268
pjelks@utsi.edu

Dr. Bryan Samuel
Director, Office of Equity and Diversity
205 Race – Dept. 5455
UT at Chattanooga
615 McCallie Avenue
Chattanooga, TN 37403-2598
(423)425-5670  Fax: (423)425-4574
Bryan-Samuel@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 C

Data Collection and Analysis
Including Total Number of Complaints Received
## Undergraduate Headcount Enrollment by Race

(Includes Degree-Credit and Non-Degree-Credit Students)

### The University of Tennessee, Knoxville*

<table>
<thead>
<tr>
<th>Ethnic Origin</th>
<th>2005 Enrollment</th>
<th>2006 Enrollment</th>
<th>2007 Enrollment</th>
<th>2008 Enrollment</th>
<th>2009 Enrollment</th>
<th>2010 Enrollment</th>
<th>Ethnicity as % of Total</th>
<th>5 Year Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>17,255</td>
<td>17,552</td>
<td>18,167</td>
<td>18,520</td>
<td>17,886</td>
<td>17,817</td>
<td>84.1%</td>
<td>3.2%</td>
</tr>
<tr>
<td>African American</td>
<td>1,772</td>
<td>1,613</td>
<td>1,887</td>
<td>1,795</td>
<td>1,665</td>
<td>1,631</td>
<td>7.7%</td>
<td>-8.6%</td>
</tr>
<tr>
<td>Asian</td>
<td>673</td>
<td>683</td>
<td>701</td>
<td>681</td>
<td>664</td>
<td>642</td>
<td>3.0%</td>
<td>-4.8%</td>
</tr>
<tr>
<td>Latino/Latina</td>
<td>318</td>
<td>366</td>
<td>386</td>
<td>384</td>
<td>413</td>
<td>481</td>
<td>2.3%</td>
<td>33.9%</td>
</tr>
<tr>
<td>American Indian / Alaska Native</td>
<td>85</td>
<td>81</td>
<td>73</td>
<td>84</td>
<td>76</td>
<td>224</td>
<td>1.1%</td>
<td>62.1%</td>
</tr>
<tr>
<td>Multi-racial</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td>125</td>
<td>176</td>
<td>254</td>
<td>291</td>
<td>221</td>
<td></td>
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</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>20,103</strong></td>
<td><strong>20,620</strong></td>
<td><strong>21,370</strong></td>
<td><strong>21,718</strong></td>
<td><strong>21,184</strong></td>
<td><strong>21,188</strong></td>
<td><strong>5.1%</strong></td>
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</table>

*Includes UT Space Institute

### The University of Tennessee at Chattanooga

<table>
<thead>
<tr>
<th>Ethnic Origin</th>
<th>2005 Enrollment</th>
<th>2006 Enrollment</th>
<th>2007 Enrollment</th>
<th>2008 Enrollment</th>
<th>2009 Enrollment</th>
<th>2010 Enrollment</th>
<th>Ethnicity as % of Total</th>
<th>5 Year Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>5,495</td>
<td>5,713</td>
<td>6269</td>
<td>6536</td>
<td>7053</td>
<td>6,231</td>
<td>67.5%</td>
<td>11.8%</td>
</tr>
<tr>
<td>African American</td>
<td>1,483</td>
<td>1,508</td>
<td>1564</td>
<td>1447</td>
<td>1447</td>
<td>1,060</td>
<td>11.8%</td>
<td>-36.1%</td>
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<tr>
<td>Asian</td>
<td>178</td>
<td>181</td>
<td>198</td>
<td>208</td>
<td>232</td>
<td>166</td>
<td>1.8%</td>
<td>-7.2%</td>
</tr>
<tr>
<td>Latino/Latina</td>
<td>92</td>
<td>114</td>
<td>133</td>
<td>176</td>
<td>159</td>
<td>217</td>
<td>2.4%</td>
<td>57.6%</td>
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<tr>
<td>American Indian / Alaska Native</td>
<td>29</td>
<td>28</td>
<td>31</td>
<td>38</td>
<td>57</td>
<td>4</td>
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<td>-625.0%</td>
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<td></td>
<td></td>
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<td></td>
<td></td>
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<td></td>
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<tr>
<td><strong>Grand Total</strong></td>
<td><strong>7,277</strong></td>
<td><strong>7,544</strong></td>
<td><strong>8,193</strong></td>
<td><strong>8,405</strong></td>
<td><strong>9,039</strong></td>
<td><strong>9,233</strong></td>
<td><strong>21.2%</strong></td>
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### The University of Tennessee at Martin

<table>
<thead>
<tr>
<th>Ethnic Origin</th>
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<th>2007 Enrollment</th>
<th>2008 Enrollment</th>
<th>2009 Enrollment</th>
<th>2010 Enrollment</th>
<th>Ethnicity as % of Total</th>
<th>5 Year Change</th>
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</thead>
<tbody>
<tr>
<td>White</td>
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<td>5,193</td>
<td>5548</td>
<td>5869</td>
<td>6177</td>
<td>6349</td>
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<td>23.6%</td>
</tr>
<tr>
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<td>879</td>
<td>937</td>
<td>976</td>
<td>1034</td>
<td>1115</td>
<td>1225</td>
<td>15.7%</td>
<td>28.2%</td>
</tr>
<tr>
<td>Asian</td>
<td>121</td>
<td>94</td>
<td>89</td>
<td>103</td>
<td>121</td>
<td>44</td>
<td>0.6%</td>
<td>-175.0%</td>
</tr>
<tr>
<td>Latino/Latina</td>
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<td>66</td>
<td>87</td>
<td>93</td>
<td>118</td>
<td>115</td>
<td>1.5%</td>
<td>49.6%</td>
</tr>
<tr>
<td>American Indian / Alaska Native</td>
<td>28</td>
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<td>15</td>
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</tr>
<tr>
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<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>5,936</strong></td>
<td><strong>6,315</strong></td>
<td><strong>6,715</strong></td>
<td><strong>7,123</strong></td>
<td><strong>7,582</strong></td>
<td><strong>7,793</strong></td>
<td><strong>23.8%</strong></td>
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</table>

Source: UT campuses IPEDS Fall Enrollment Reports

2011 Title 6 Report data.xls
### Graduate Headcount Enrollment by Race

*(Includes Degree-Credit and Non-Degree-Credit Students)*

#### The University of Tennessee, Knoxville*

<table>
<thead>
<tr>
<th>Ethnic Origin</th>
<th>2005 Enrollment</th>
<th>2006 Enrollment</th>
<th>2007 Enrollment</th>
<th>2008 Enrollment</th>
<th>2009 Enrollment</th>
<th>2010 Enrollment</th>
<th>2010 Enrollment Ethnicity as % of Total</th>
<th>5 Year Change</th>
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<tbody>
<tr>
<td>White</td>
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<td>6,201</td>
<td>6,152</td>
<td>6,324</td>
<td>6,405</td>
<td>6,369</td>
<td>82.1%</td>
<td>2.5%</td>
</tr>
<tr>
<td>African American</td>
<td>580</td>
<td>641</td>
<td>666</td>
<td>675</td>
<td>709</td>
<td>695</td>
<td>9.0%</td>
<td>0.0%</td>
</tr>
<tr>
<td>Asian</td>
<td>205</td>
<td>208</td>
<td>209</td>
<td>229</td>
<td>238</td>
<td>259</td>
<td>3.3%</td>
<td>0.0%</td>
</tr>
<tr>
<td>Latino/Latina</td>
<td>82</td>
<td>92</td>
<td>90</td>
<td>131</td>
<td>133</td>
<td>137</td>
<td>1.8%</td>
<td>0.0%</td>
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<tr>
<td>American Indian / Alaska Native</td>
<td>30</td>
<td>21</td>
<td>19</td>
<td>18</td>
<td>22</td>
<td>17</td>
<td>0.2%</td>
<td>-7.6%</td>
</tr>
<tr>
<td>Multi-racial</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>8</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
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<td>117</td>
<td>183</td>
<td>196</td>
<td>225</td>
<td>223</td>
<td>276</td>
<td>3.6%</td>
<td>-</td>
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<tr>
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<td><strong>7,224</strong></td>
<td><strong>7,346</strong></td>
<td><strong>7,332</strong></td>
<td><strong>7,802</strong></td>
<td><strong>7,730</strong></td>
<td><strong>7,761</strong></td>
<td><strong>6.9%</strong></td>
<td><strong>-</strong></td>
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</tbody>
</table>

*Includes UT Space Institute

#### The University of Tennessee at Chattanooga

<table>
<thead>
<tr>
<th>Ethnic Origin</th>
<th>2005 Enrollment</th>
<th>2006 Enrollment</th>
<th>2007 Enrollment</th>
<th>2008 Enrollment</th>
<th>2009 Enrollment</th>
<th>2010 Enrollment</th>
<th>2010 Enrollment Ethnicity as % of Total</th>
<th>5 Year Change</th>
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</thead>
<tbody>
<tr>
<td>White</td>
<td>1,098</td>
<td>1,157</td>
<td>1,160</td>
<td>1,163</td>
<td>1,190</td>
<td>1,229</td>
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<td>10.7%</td>
</tr>
<tr>
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<td>110</td>
<td>137</td>
<td>132</td>
<td>115</td>
<td>108</td>
<td>123</td>
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<td>16.7%</td>
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<td>23</td>
<td>30</td>
<td>31</td>
<td>27</td>
<td>32</td>
<td>36</td>
<td>2.5%</td>
<td>3.1%</td>
</tr>
<tr>
<td>Latino/Latina</td>
<td>21</td>
<td>18</td>
<td>18</td>
<td>19</td>
<td>20</td>
<td>25</td>
<td>1.7%</td>
<td>10.3%</td>
</tr>
<tr>
<td>American Indian / Alaska Native</td>
<td>3</td>
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<td>3</td>
<td>8</td>
<td>9</td>
<td>0.5%</td>
<td>48.7%</td>
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<td>0</td>
<td>-</td>
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<td>0</td>
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<td>0.1%</td>
<td>-</td>
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<tr>
<td><strong>Grand Total</strong></td>
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<td><strong>1,350</strong></td>
<td><strong>1,346</strong></td>
<td><strong>1,327</strong></td>
<td><strong>1,368</strong></td>
<td><strong>1,432</strong></td>
<td><strong>100.0%</strong></td>
<td><strong>12.4%</strong></td>
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</tbody>
</table>

#### The University of Tennessee at Martin

<table>
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<tr>
<th>Ethnic Origin</th>
<th>2006 Enrollment</th>
<th>2007 Enrollment</th>
<th>2008 Enrollment</th>
<th>2009 Enrollment</th>
<th>2010 Enrollment</th>
<th>2010 Enrollment Ethnicity as % of Total</th>
<th>5 Year Change</th>
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</thead>
<tbody>
<tr>
<td>White</td>
<td>348</td>
<td>425</td>
<td>468</td>
<td>380</td>
<td>384</td>
<td>481</td>
<td>90.0%</td>
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<tr>
<td>African American</td>
<td>45</td>
<td>59</td>
<td>66</td>
<td>55</td>
<td>42</td>
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<td>2</td>
<td>6</td>
<td>2</td>
<td>0.4%</td>
</tr>
<tr>
<td>Latino/Latina</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>4</td>
<td>8</td>
<td>1.6%</td>
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<td>0.0%</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Unknown</td>
<td>-</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>403</strong></td>
<td><strong>494</strong></td>
<td><strong>542</strong></td>
<td><strong>446</strong></td>
<td><strong>440</strong></td>
<td><strong>501</strong></td>
<td><strong>100.0%</strong></td>
</tr>
</tbody>
</table>

Source: UT campuses IPEDS Fall Enrollment Reports
### First-Year Host-to-Host Retention Rates
#### The University of Tennessee System
#### 2005-2010

<table>
<thead>
<tr>
<th>Ethnic Origin</th>
<th>Enrolled Fall 2006 &amp; Returning Fall 2006</th>
<th>Enrolled Fall 2007 &amp; Returning Fall 2007</th>
<th>Enrolled Fall 2008 &amp; Returning Fall 2008</th>
<th>Enrolled Fall 2009 &amp; Returning Fall 2009</th>
<th>Enrolled Fall 2010 &amp; Returning Fall 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>82.6%</td>
<td>84.2%</td>
<td>84.3%</td>
<td>86.9%</td>
<td></td>
</tr>
<tr>
<td>African American</td>
<td>81.5%</td>
<td>80.3%</td>
<td>78.8%</td>
<td>78.7%</td>
<td>83.9%</td>
</tr>
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<td>Asian</td>
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<td>85.5%</td>
<td>97.6%</td>
<td>84.8%</td>
<td>87.0%</td>
</tr>
<tr>
<td>Latino/Latina</td>
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<td>70.3%</td>
<td>79.3%</td>
<td>88.1%</td>
</tr>
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<td>62.6%</td>
<td>62.5%</td>
<td>70.0%</td>
<td>78.9%</td>
<td>62.5%</td>
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<tr>
<td>Unknown</td>
<td>86.4%</td>
<td>72.2%</td>
<td>85.7%</td>
<td>80.0%</td>
<td>83.0%</td>
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<td>TOTAL</td>
<td>81.7%</td>
<td>84.0%</td>
<td>83.6%</td>
<td>84.0%</td>
<td>86.2%</td>
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</tbody>
</table>

#### The University of Tennessee at Chattanooga

<table>
<thead>
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<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>65.1%</td>
<td>65.7%</td>
<td>55.0%</td>
<td>61.7%</td>
<td>67.0%</td>
</tr>
<tr>
<td>African American</td>
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<td>54.3%</td>
<td>60.4%</td>
<td>57.5%</td>
<td>70.3%</td>
</tr>
<tr>
<td>Asian</td>
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<td>52.0%</td>
<td>80.5%</td>
<td>70.0%</td>
<td>82.6%</td>
</tr>
<tr>
<td>Latino/Latina</td>
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<td>66.4%</td>
<td>64.8%</td>
</tr>
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<tr>
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<td>62.9%</td>
<td>64.3%</td>
<td>60.8%</td>
<td>67.0%</td>
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</table>

#### The University of Tennessee at Martin

<table>
<thead>
<tr>
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<th></th>
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<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>70.1%</td>
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Host-to-host rates represent first-time, full-time freshmen students who returned to the same institution the following fall semester.

Source: UT campus Institutional Research Offices
## Host-to-Host Six-Year Graduation Rates
### The University of Tennessee System
**2005-2010**

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**TOTAL**

### The University of Tennessee at Chattanooga

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**TOTAL**

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**TOTAL**

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Host-to-host six-year graduation rates represent first-time, full-time freshmen who graduated with a bachelor's or equivalent degree within 6 years from the institution at which they initially enrolled.

**Source:** DMC report from the Tennessee Higher Education Commission. IPEDS for 2009-2010 data.
### 2009-2010 Total (Undergraduate, Graduate, Professional) Degrees Awarded by Major and Race

**The University of Tennessee, Knoxville**

*Includes UT Space Institute, UT Institute of Agriculture, and UT Vet Med

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2011 Title 6 Report data.xls
### 2009-2010 Total (Undergraduate, Graduate, Professional) Degrees Awarded by Major and Race

*The University of Tennessee, Knoxville*

*Includes UT Space Institute, UT Institute of Agriculture, and UT Vet Med*

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*2011 Title VI Report.xlsx*
### 2009-2010 Total (Undergraduate, Graduate, Professional) Degrees Awarded by Major and Race

**The University of Tennessee, Knoxville**

*Includes UT Space Institute, UT Institute of Agriculture, and UT Vet Med*

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Source: UT Knoxville Office of Institutional Research and Assessment Aug 2011

Award data represents all First and Second Majors - Bachelor's, Master's, Post-Master's Certificates, Doctor's (PhD) and, Professional Practice degrees - as mirrored in the IPEDS Completions 2010-11 Report.
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Source: UT Martin Office of Institutional Research Aug 2011
Award data represents all First and Second Majors - Bachelor's, Master's, Post-Master's Certificates, Doctor's (PhD) and, Professional Practice degrees - as mirrored in the IPEDS Completions 2010-11 Report.
### 2009-2010 Total (Undergraduate, Graduate, Professional) Degrees Awarded by Major and Race

The University of Tennessee at Chattanooga

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Award data represents all First and Second Majors - Bachelor's, Master's, Post-Master's Certificates, Doctor's (PhD) and, Professional Practice degrees - as mirrored in the IPEDS Completions 2010-11 Report.
Appendix D

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.
UNIVERSITY OF TENNESSEE SYSTEM POLICY
HUMAN RESOURCES

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

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:

- 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, AFFIRMATIVE ACTION, and DIVERSITY
- HR0455. SALARY ADJUSTMENTS DUE TO CHANGING POSITION OR RECLASSIFICATION

PROCEDURES:

Knoxville:   http://hr.utk.edu/policies.shtml
Health Science Center:   http://www.utmem.edu/policies/w932_document_list.php?app=HR
Space Institute:   http://personnel.utsi.edu/procedures/index.html
Chattanooga:   http://www.utc.edu/Administration/HumanResources/Policies/Proc143.pdf
Martin:
UNIVERSITY OF TENNESSEE SYSTEM POLICY
HUMAN RESOURCES

POLICY NO.: HR0220  SUBJECT: EQUAL EMPLOYMENT OPPORTUNITY, AFFIRMATIVE ACTION, AND DIVERSITY

EFFECTIVE: 06/13/2008  REVISION NO: 9

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.

6. The University of Tennessee is committed to the principle that decisions concerning employment, admission, and performance should be based on an individual's qualifications and performance and not on characteristics unrelated to job or academic requirements. Therefore, the university and its employees shall not discriminate against or harass any employee or student on the basis of sexual orientation such as heterosexuality, homosexuality, or bi-sexuality; marital status; parental status; or similar characteristics regardless of whether those characteristics enjoy a protected status under state or federal law. An employee who has a complaint about discrimination or harassment prohibited by this policy should follow the internal complaint procedure required in item 5 above of this policy.

Section 6 shall not be construed to: (1) confer eligibility for employment benefits for which an employee is not otherwise eligible under state law, policy, or practice; (2) infringe upon the free exchange of ideas essential to the academic environment; (3) limit the freedom of religious association; (4) establish a duty to engage in affirmative action measures for characteristics not subject to affirmative action under state or federal law; (5) require the compliance of external entities or individuals or compliance of university programs governed by external government agencies in which non-discrimination does not include certain personal characteristics (e.g., ROTC); or (6) create any cause of action not currently provided by state or federal law.

PROCEDURES:

Knoxville:  http://hr.utk.edu/policies.shtml
Health Science Center: http://www.utmem.edu/policies/w932_document_list.php?app=HR
Space Institute: http://personnel.utsi.edu/procedures/index.html
Chattanooga: http://www.utc.edu/Administration/HumanResources/Policies/Proc220.pdf
Martin:  
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.

PROCEDURES:

Knoxville:  http://hr.utk.edu/policies.shtml
Health Science Center: http://www.utmem.edu/policies/w932_document_list.php?app=HR
Space Institute: http://personnel.utsi.edu/procedures/index.html
Chattanooga:
Martin:
UNIVERSITY OF TENNESSEE SYSTEM POLICY
HUMAN RESOURCES

POLICY NO.: HR0640 SUBJECT: GRIEVANCES
EFFECTIVE: 11/01/2001 REVISION NO: 6

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:**

Knoxville: http://hr.utk.edu/policies.shtml

Health Science Center: http://www.utmem.edu/policies/w932_document_list.php?app=HR

Space Institute: http://personnel.utsi.edu/procedures/index.html

Chattanooga: http://www.utc.edu/Administration/HumanResources/Policies/Proc640.pdf

Martin:
Appendix E

Discriminatory Practices
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.

TITLVE VI OFFICERS (FUNCIONARIOS DEL TÍTULO VI)

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

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

UT Health Science Center (Memphis)
Dr. Michael L. Alston
(901) 448-2112

UT Space Institute (Tullahoma)
Ms. Patricia A. Burks-Jelks
(931) 393-7226

University of Tennessee at Chattanooga
Dr. Byron Samuels
(423) 425-5670

University of Tennessee at Martin
Dr. Rosemary Gray
(731) 881-3505

THE UNIVERSITY OF TENNESSEE

All qualified applicants will receive equal opportunity without regard to race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, physical or mental disability, or veteran status under all University programs and activities. If you believe you have been discriminated against, contact the University Office of Equity and Compliance, 1444 Market Street, Knoxville, TN 37996-3301, (865) 974-6451. Requests for accommodations of a disability should be directed to the ADA Coordinator, Office of Equity and Compliance.
YOUR RIGHTS UNDER TITLE VI OF THE CIVIL RIGHTS ACT OF 1964
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 receptores 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.

Los 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 u origen nacional que pueden limitar las oportunidades para que los grupos minoritarios tengan igualdad de derechos y acceso a servicios y programas.

Un recipiente de fondos federales no debe, en base a raza, color u 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 reciban 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 u origen nacional. Si Ud. o algún conocido ha sido discriminado/a someta una queja en contra de la universidad o facultad responsable.

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

Contacte al coordinador correspondiente a su 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 le 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 un poco entre sí, pero el Coordinador del Título Sexto, por lo general, investigará su queja e intentará resolver cualquier caso de abuso.

¿QUÉ SUCEDERÍA SI EL RECIPIENTE DECIDIERA TOMAR REPRESALIAS CONTRA MÍ POR EJERCER MI DERECHO DE SOMETER UNA QUEJA?
Ud. debe saber que quien es reportado en la queja incluyendo a La Universidad de Tennessee, tiene prohibido tomar represalias contra usted o cualquier persona porque 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 debido a raza, sexo, color, religión, nacionalidad, edad, incapacidad física, o estado de veterano al proveer programas y servicios educativos, o oportunidades de empleo y beneficios. Esta norma abarca tanto la contratación como la admisión a la universidad.

De acuerdo con el Título VI de la Ley de los Derechos Civiles de 1964, Título IX de las Leyes Adicionales de Educación de 1972, Sección 504 del Acta de Rehabilitación de 1973, y el Acta de Americanos con Incapacidades Físicas (ADA) de 1990, la Universidad de Tennessee no discrimina debido a raza, sexo, color, religión, origen nacional, edad, discapacidad o estado de veterano al proveer programas y servicios educativos.

Dirija sus preguntas y quejas basadas en el Título VI, Título IX, Sección 504, ADA, la Acta de Discriminación por Edad en el Empleo (ADEA), o en cualquiera de las otras leyes antes mencionadas, a la Oficina de Equidad y Diversidad (EEO) ubicada en 1410 Meacham Avenue, Knoxville, TN 37996-3560, o al (865) 974-2458. Si tiene alguna pregunta sobre ADA, llame al Office of Equity and Diversity.

En su esfuerzo por asegurar un ambiente acogedor para todas las personas, la Universidad de Tennessee en Knoxville no discrimina por razón de orientación sexual en sus programas, servicios y actividades del campus universitario. Dirija sus preguntas y quejas a la Oficina de Equidad y Diversidad (EEO).

PÁG:03-0120-005-11

Este es un proyecto de la Oficina de Equidad y Diversidad, con ayuda de la Oficina de Servicios Creativos de la Oficina de Relaciones Públicas de la Universidad de Tennessee, teléf. (865)974-2225. Rev: 7/17
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 the Age Discrimination in Employment Act (ADEA) or any of the other above-referenced policies should be directed to the Office of Equity and Diversity (OED), 1840 Mead Avenue, Knoxville, TN 37792-3550, telephone (865) 974-2498. If you have any questions concerning ADA, please contact the Office of Equity and Diversity.

The University of Tennessee, Knoxville, in its efforts to assure a welcoming environment for all persons, does not discriminate on the basis of sexual orientation in its campus-based programs, services, and activities. Inquiries and complaints should be directed to the Office of Equity and Diversity.

PAF 081-0200-005-11

A project of the Office of Equity and Diversity with assistance from the Creative Services Division of UT Public Relations, (865) 974-2225. Rev. 7617
Appendix F

Limited English Proficiency (LEP)
The University of Tennessee seeks to fulfill its responsibility under Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d et seq. to provide meaningful access to programs and activities by persons with Limited English Proficiency (LEP). The University of Tennessee is a complex organization with four campuses, multiple institutes, and many additional services, including an agricultural extension programming in all 95 counties of the state. Reasonable steps to ensure meaningful access to programs and activities by LEP persons therefore vary widely according to the specific circumstances.

The most basic activities of the University of Tennessee are to provide educational service to its students and to support teaching and research by its faculty. The University evaluates the English language proficiency of its students and teaching faculty and provides various forms of assistance depending upon each fact-dependent circumstance. In some situations, students who need assistance in written English may be placed in special writing classes. In other instances, a student's studies may be delayed while they attend intensive English language programs. Certain offices may offer special training to assist faculty whose first language is not English. The University makes many of its written communications, especially posters concerning the rights of employees under Title VI, available in English and Spanish.

On the rare occasion that an LEP individual who is not a student or faculty member seeks information or assistance from the University, usually on a one-time basis, the University may seek assistance from its large number of foreign language faculty members to assist in verbal or written communications, depending on the circumstances. The University continues to review the balance of cost and benefit of providing more formal assistance to LEP persons who are not students or faculty.
Individuals who believe they have not been provided meaningful access under Title VI may file a complaint with the campus Title VI officer. Retaliation of any kind against a person who has filed a complaint is prohibited.
Appendix G

Complaint Procedures
Title VI Complaints/Inquiries Reported July 1, 2009 – June 30, 2010

There were no Title VI complaints reported.
The University of Tennessee
Summary of Title VI Complaints
July 1, 2009 – June 30, 2010

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
Discrimination Complaint Procedure

The University of Tennessee, Knoxville, welcomes and honors people of all races, creeds, cultures, and sexual orientations. The University values intellectual curiosity, pursuit of knowledge, and academic freedom and integrity. In keeping with those values, the policies of UT Knoxville and Knoxville Area Units expressly prohibit the following:

- discrimination against employees, students, or applicants for employment or admission, on the basis of race, color, religion, sex (including sexual harassment, sexual orientation, gender identity, marital status, parental status), national origin, age, disability, or protected veteran status;
- discrimination against other participants in educational programs and activities (which includes certain individuals who are not employees, students, or applicants for employment or admission) on the basis of race, color, national origin, sex, or disability; and
- retaliation against any person who in good faith reports a practice that he/she believes violates non-discrimination policies.

If you are an employee, student, applicant for employment, applicant for admission, or are otherwise a participant in a UT Knoxville program or activity, and you believe you have been discriminated against in violation of the policies outlined above, the process below is designed to help you resolve your complaint.

Where and when to file a complaint

Complaints of discrimination should be directed to the UT Knoxville Office of Equity and Diversity, 1840 Melrose Ave., Knoxville, Tennessee 37996-3560, Telephone (865) 974-2498, TDD available. Complaints must be in writing and filed within 300 days of the alleged discriminatory action. In certain circumstances, at the discretion of OED, complaints filed outside that time limit, or not submitted 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 complainant 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 evidences exist 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 the OED findings, make a determination, and notify the complainant in writing. Within 15 workdays after receipt of that decision, complainants who are in staff nonexempt positions may pursue a grievance under UT Personnel Policy and Procedure 640, contained in the UT Policy and Procedures Manual, if they are not satisfied with the determination.
   f. If the complaint 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 15 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 the chancellor/vice chancellor/vice president may be appealed to the president.

Revised September 2009
Appendix H

Compliance Review
THE UNIVERSITY OF TENNESSEE
GUIDELINES FOR ADVERTISING AND REQUIRED USE OF THE
EQUAL EMPLOYMENT OPPORTUNITY /NON-DISCRIMINATION/AFFIRMATIVE ACTION STATEMENT

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

I. EEO/AA Statement /Non-Discrimination Statement

The full University of Tennessee Knoxville, Non-Discrimination Statement EEO/AA statement reads as follows:

All qualified applicants will receive equal consideration for employment and admissions without regard to race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, physical or mental disability, or covered veteran status.

Eligibility and other terms and conditions of employment benefits at The University of Tennessee are governed by laws and regulations of the State of Tennessee, and this non-discrimination statement is intended to be consistent with those laws and regulations.

In accordance with 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 of 1990, The University of Tennessee affirmatively states that it does not discriminate on the basis of race, sex, or disability in its education programs and activities, and this policy extends to employment by the University.

Inquiries and charges of violation of Title VI (race, color, national origin), Title IX (sex), Section 504 (disability), ADA (disability), Age Discrimination in Employment Act (age), sexual orientation, or veteran status 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 Office of Equity and Diversity.

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/ae, faculty, staff, students or other participants in or beneficiaries of University programs.

II. Short EEO/AA/Non-Discrimination Statement

The UT Knoxville Campus EEO/AA/Non-Discrimination Statement 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. All qualified applicants will receive equal consideration for employment without regard to race, color, national origin, religion, sex, pregnancy, marital status, sexual orientation, gender identity, age, physical or mental disability, or covered veteran status.

Inclusion of the short EEO/AA/Non-Discrimination Statement 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: July, 2008)
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
SUBCONTRACT CHECKLIST

Name of Subcontractor:__________________________________________________________

Coeus ID No._________________________________________________________________

Action by

__/__/______ Subcontractor's proposal and/or Statement of Work included.

__/__/______ UT internal approval of subcontract included.

__/__/______ Subcontractor is an independent contractor—not an employee.

__/__/______ Source selection justification included.

__/__/______ Services are non-biddable within University guidelines. Proposed subcontract is/is not subject to review by Purchasing.

__/__/______ Cost and/or price analysis completed and prices found fair and reasonable.

__/__/______ Certificate of Current Cost (CCCPD) is/is not required (required is subcontract exceeds $500,000). If required, CCCPD is included.

__/__/______ Copy of subcontractor's latest audit report received and forwarded to controller.

__/__/______ List of officers included or N/A.

__/__/______ Prior approval for subcontracting is/is not required.

__/__/______ Conflict of Interest Certification received.

__/__/______ Title VI Survey received.

__/__/______ Subcontractor has not been debarred or suspended by Government (subcontract must include provision unless subcontractor is a government agency).

__/__/______ Subcontracting Plan is/is not required (required if subcontract exceeds $500,000). If required, report(s) will be due as follows:

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__/__/______ Single audit requirements of OMB Circular A-133 are included in the subcontract/payout contract.

__/__/______ Patent certification(s) is/is not required. If required, report(s) will be due as follows:

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__/__/______ Statement from principal investigator that performance by Subcontractor has been satisfactorily completed is included.

__________________________Subcontract Administrator

(Rev. 5/3/02)
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Appendix I

Public Notice and Outreach
THE UNIVERSITY OF TENNESSEE
BOARD OF TRUSTEES

The Honorable Bill Haslam
Governor, State of Tennessee
State Capitol
Nashville, TN 37219

The Honorable Julius Johnson
Commissioner of Agriculture
Ellington Agricultural Center
Box 40627
Nashville, TN 37204

The Honorable Kevin S. Huffman
Commissioner of Education
6th Floor, Andrew Johnson Tower
Nashville, TN 37243-0382

Dr. Joe A. DiPietro
President
The University of Tennessee
800 Andy Holt Tower
Knoxville, TN 37996-0180

Dr. Richard G. Rhoda
Executive Director
Tennessee Higher Education Commission
Parkway Towers, Suite 1900
404 James Robertson Parkway
Nashville, TN 37243-0830

Mr. Charles Anderson, Jr.
President and CEO
Anderson Media
265 Brookview Town Centre Way, Suite 501
Knoxville, TN 37919

Ms. Anne Holt Blackburn
441 Murfreesboro Road
Nashville, TN 37210

Dr. J.A.M. "Toby" Boulet
MABE Department
414 Dougherty Engineering Building
1512 Middle Drive
Knoxville, TN 37996
Mr. George E. Cates  
2670 Union Extended  
Memphis, TN 38112  

Mr. Spruell Driver, Jr.  
4332 Shady Dale Road  
Nashville, Tennessee, 37218  

Mr. J. Brian Ferguson  
165 Black Thorn Drive  
Jonesborough, TN 37659  

Ms. Teresa K. Fowler  
1064 Cuff Road  
Camden, TN 38320  

Mr. John N. Foy  
CBL & Associates Properties Inc.  
2030 Hamilton Place Boulevard, Suite 500  
Chattanooga, TN 37421-6000  

Mr. D. Crawford Gallimore  
Chief Financial Officer  
The Hamilton-Ryker Company  
P.O. Box 1068  
Martin, TN 38237-1068  

Ms. Monice Moore Hagler  
Fearnley, Califf, Martin, McDonald, and Hagler  
81 Monroe Avenue, Suite 200  
Memphis, TN 38103-5401  

Mr. James E. Hall  
Hall & Associates, LLC  
535 Chestnut Street, Suite 185  
Chattanooga, TN 37402  

Mr. Douglas Horne  
Chairman of the Board/Chief Executive Officer  
Horne Properties, Inc.  
412 North Cedar Bluff Road, Suite 205  
Knoxville, TN 37923-3609  

Mr. James L. Murphy, III  
Bradley, Arant, Boult, Cummings, LLP  
1600 Division Street, Suite 700  
P. O. Box 340025  
Nashville, TN 37203
Mr. Karl A. Schledwitz
Monogram Food Solutions, LLC
930 South White Station
Memphis, TN 38117

Ms. Carey E. Smith
1517 Laurel Avenue, Apt. 211
Knoxville, TN 37916

Mr. Don C. Stansberry, Jr.
P.O. Box 500
5 Courthouse Square
Huntsville, TN 37756

Mr. Robert Talbott
President
Holrob Investments
6330 Baum Drive
Knoxville, TN 37919

Ms. Betty Ann Tanner
310 East Capitol Street Northeast, Apt. C
Washington, DC 20003-3842

Mr. Charles Wharton
388 Stonehaven Lane
Winchester, TN 37398

Mr. Tommy Whittaker
The Farmers Bank
120 Village Drive
Portland, TN 37148

Dr. Janet Wilbert
UT Martin
15 Mt. Pella Road
Martin, TN 38238
INSTITUTE FOR PUBLIC SERVICE - CIS Advisory Council

**Purpose:** To provide advice and counsel concerning the public service endeavors of The University of Tennessee’s Center for Industrial Services (CIS) to the Executive Director of the Center.

**Chair:** Chris Combs *

**Members:**
- John Abdon
- Tom Ballard
- Roy Bell
- Curt Cline
- Kinlon Dunn
- Jim Dyer
- Alan Edington
- Darrell Edwards
- Clint Gwin
- John Houvenagle
- Dan Lilley
- Tom McCormack
- Gloria Mencer *
- Harry Ragsdale
- Terrence Reed *
- Dave Sondheim
- Wayne Scharber

* Minorities
INSTITUTE FOR PUBLIC SERVICE - CTAS Advisory Council

**Purpose:** To advise CTAS relative to the technical assistance we provide counties and the associations that represent them.

**Chair:** David Seivers

**Members:**
- J. Rodney Carmical
- David Connor
- Jay West
- Fred Congdon
- Will Denami

* Minorities
INSTITUTE FOR PUBLIC SERVICE - LEIC Advisory Council

Purpose: The purpose of the LEIC Advisory Board is to provide advice and counsel concerning the public service endeavors of The University of Tennessee’s Law Enforcement Innovation Center (LEIC) to the Executive Director of the Center. The Law Enforcement Innovation Center provides the University’s nationwide law enforcement training programs.

Chair: Helen Eigenberg

Members:

- Rick Baker
- William Bass
- David Beams
- Mike Brown
- J. C. Upshaw Downs
- Larry Godwin
- Jeff Gurvis
- Mark Gwyn *
- Jim Hammond
- Mike Herrmann
- Sterling Owen
- David Rausch
- Avice Reid *
- Carol Scott *

* Minorities
INSTITUTE FOR PUBLIC SERVICE - MTAS

Purpose: The Advisory Committee will work in collaboration with the Executive Director of the Municipal Technical Advisory Service and the leadership of the Institute for Public Service and The University of Tennessee:

(A) To provide general guidance and direction in the achievement of goals for MTAS.
(B) To review from time to time the progress and direction of MTAS's activities.
(C) To help identify areas of need and interest to state agencies and municipalities in which the skills and expertise of MTAS might be applied.
(D) To help build support for the activities of MTAS and help identify support for specific projects.
(E) To aid communication between MTAS and the public sector in Tennessee, particularly municipalities.

Chair: Jim Thomas

Members:

- John Anderson
- Allen Barker
- Dawn Crawford
- Jerry Crawford
- James Crumley
- James Demming
- Curtis Hayes *
- Chad Jenkins
- Greg Johnson
- Margaret Mahery
- A. Keith McDonald
- Mark Miller
- Mitch Moore
- Pete Peterson
- Mike Walker
- Kim Wallace

* Minorities
UTC - Academic Standards Committee

Purpose: Academic Standards Committee reviews and makes recommendations to maintain and improve the undergraduate academic standards of the University.

Chair: Steve White, MGMT

Membership:

- Joe Dumas, COMP SCI/ENGR
- Christopher Hensley, CRMJ
- Bruce Hutchinson, ECON
- Deborah McAllister, SOE
- Felicia Sturzer, FLNG
- 2 students
- Provost
- Registrar

* Minorities


**Purpose:** Admissions Committee will review applications and make decisions on admission and re-admission of students.

**Chair:** Michel Holder, ENGR

**Membership:**

- Virginia Cairns, LIBR
- Matthew Guy, ENGL
- Sara Jorgensen, HIST
- Gail Meyer, CHEM
- Gregory O'Dea, ENGL
- Kittrell Rushing, HIST
- Sheila Van Ness, SOC ANTH GEOG
- Bonnie Warren-Kring, SOE
- Kim Wingate, SOE
- 1 student
- Director of Admissions
- Registrar

* Minorities
**UTC - Athletics Committee**

**Purpose:** Athletics Committee discusses ways to improve the academic performance of the athletes. This committee also votes on the athletic schedules for the year.

**Chair:** Debbie Ingram, PHYT

**Membership:**

- Rich Allen, MGMT
- Ethan Carver, BIO ENV SCI
- Barry Dale, PHYT
- John Freeman, SOE
- Bento Lobo, FIN *
- John Matthews, MATH
- Verble Prevost, ENGL
- Cheryl Robinson, SOE
- Gary Wilkerson, HHP
- 2 students
- Chancellor’s Representative
- Associate Provost Academic Administration
- Director of Athletics
- SoCon Faculty Representative
- Associate Athletic Director for Academics
- Director of Admissions
- Registrar

* Minorities
UTC - Budget & Economic Status Committee

**Purpose:** Budget & Economic Status Committee decides on the amount of funding each college branch will need and also shows the distribution of funds for the university in its entirety.

**Chair:** Gavin Townsend, ART

**Membership:**

- Tom Buchanan, SOC ANTH GEOG
- David Brodsky, POLS
- Yu Cao, COMP SCI/ENGR *
- Parthasarati Dileepen, MGMT *
- Marcus Mauldin, POLS *
- Lyn Miels, SOC ANTH GEOG
- Charlene Simmons, COMM
- Sandy Watson, UteACH
- Razliq Yaqub, ENGR *
- Provost

* Minorities
UTC - Committee on Committees (to be selected by FS in Fall 2011):

**Purpose:** Committee on Committees places a call to the faculty for committee preferences, populates the committees and also assigns chairs for those committees.

**Chair:** Deborah McAllister

**Membership:**

- 5 members to be elected
- Minorities
**UTC - Curriculum Committee**

**Purpose:** Curriculum Committee composes the curriculum guidelines for the upcoming year.

**Chair:** Ed Rozema, MATH

**Membership:**

- Jennifer Beech, ENGL
- Boris Bellinsky, MATH
- Mike Bell, LIBR
- Jane Brower, SOE
- Kay Cowan, SOE
- Robert Marlowe, PHYS GEOL ASTR
- Susan North, ENGL
- Dennis Plaisted, PHIL & REL
- Barbara Ponder, NURS
- Charlene Simmons, COMM
- Caryl Taylor, SOE
- Tricia Thomas, ENGR
- Roger Thompson, CRMJ
- Lane Wilkinson, LIBR
- 2 students
- Associate Provost for Academic Affairs
- Registrar

* Minorities
UTC - Departmental Honors Committee

Purpose: Departmental Honors Committee reviews department thesis written by students and approves project proposals.

Chair: Felicia Sturzer, FLNG

Membership:

- Tammy Garland, CRMJ
- Kristi Gibbs, SOE
- Jason Griffey, LIBR
- Beverly Kutz, LIBR
- Phillip Lewis, ART
- Robert Marlowe, PHYS GEOL ASTR
- Andrew McCarthy, ENGL
- Susan North, ENGL
- Nicky Ozbek, PSYC
- Lynn Purkey, FLNG
- David Sachsman, COMM
- Lane Wilkinson, LIBR
- Kathy Winters, COMP SCI/ENGR
- 2 students
- Director of Honors Program

* Minorities
UTC - Diversity Training Advisory Group

Purpose: The Diversity Training Advisory Group (DTAG) is comprised of faculty and staff from across the campus who are charged with assisting the Chief Diversity Officer with developing and deploying a campus wide diversity training apparatus. DTAG has been inactive since February 2011.

Chair: Bryan Samuel *

Membership:

- Deborah Arfken
- Nancy Badger
- Nicole Brown *
- Gail Dawson *
- Martina Harris *
- Laura Herron
- Tara Mathis *
- Barbara Medley
- Brian O’Leary
- Chrystal Partridge *
- Michelle Rigler
- Susan Ritz
- Laure Rodebaugh
- Manuel Santiago *
- Dan Webb

* Minorities
UTC - Employee Relations Committee

Purpose: The Employee Relations Committee is to provide a direct channel of two-way communication between University administration and regular non-exempt employees for information and advisory purposes. The ERC will serve as a means for University administration to disseminate information concerning plans and programs affecting non-exempt University staff. It will also serve as a forum by which non-exempt employees can discuss issues of general concern to them.

Chair: Kelly Griffin

Membership:

- Valerah Hodges
- Anne Jay
- Liz Walker
- Pam Carlisle
- Wendy Yates *
- Mary Donoso
- Cindy Williams
- Cheryl Faulkner
- Lora Cook
- Jean Walston
- Jennifer Hunt
- Sue Carroll
- Cheryl Fox
- Anna Lane
- Joyce Bevins
- Ericka Hill *
- Jack Pitkin
- Adrienne Teague
- Barbara Vertine
- Lisa Gladden
- Kelly Karaky
- Pat Boyer
- Cynthia Stanley-Cash *
- Sharon Clemmer
- Sharon Williams *

* Minorities
UTC - Exempt Staff Council

Purpose: The Exempt Staff Council serves as a direct channel of two-way communication between regular exempt staff and senior University administration by providing University administration with an effective method of soliciting and disseminating information concerning plans and programs of interest to regular exempt staff; serving as an advisory body to the Chancellor with respect to policies, programs and practices; affording a systematic means for exempt staff participation in the operation of The University of Tennessee at Chattanooga.

Chair: Jean Dake

Membership:

- Tonia Martin
- Tonya Botts
- Amy Davis *
- Bruce Hilbert
- Sandy Cole
- Becky Bell
- Heather Wilson
- Laura Herron
- Harriet Neely
- Mary Jean Broyles
- Susan Lazenby
- Cindy Carroll
- Bryan Samuel * (Director of Equity and Diversity – Ex Officio)

* Minorities
UTC - Faculty Handbook Committee (to be elected by FS in Fall 2011)

**Purpose:** Faculty Handbook Committee decides on the language of the policies in place for the faculty members.

**Chair:** Ralph Covino, HIST

**Membership:**
- Andrea Becksvoort, HIST
- Colleen Harris, LIBR
- Jim Hiestand, ENGR
- 2 members needed
- Provost

* Minorities
Purpose: Faculty Rating of Administration Committee composes the evaluation questions that students complete at the end of each semester.

Chair: David Levine, PHYT

Membership:

- Janetta Bradley, SOE
- Virginia Cairns, LIBR
- Elizabeth Galley, COMM
- Kristi Gibbs, SOE
- Katherine Karl, MGMT
- Claire McCullough, COMP SCI/ENGR
- Also McLean, ENGR *
- Vicki Petzko, SOE
- 2 students
- Director of OPEIR

* Minorities
UTC - Faculty Research and Development Committee

Purpose: Review and approve faculty project proposals.

Chair: D. R. Meece, SOE

Membership:

- Jessica Etheredge, INTD
- Sunith Gunasekera, MATH *
- Debbie Ingram, PHYT
- Kyle Knight, CHEM
- David Levine, PHYT
- Phillip Lewis, ART
- Sara McCane-Bowling, SOE
- Andrew McCarthy, ENGL
- Abdul Ofoli, ENGR *
- Verdie Prevost, ENGL
- Sean Richards, BIO ENV SCI
- Manual Santiago, CHEM *
- Anthony Steinhoff, HIST
- Lucas Van der Merwe, MATH
- Associate Provost for Graduate Studies

* Minorities
UTC - General Education Committee

Purpose: General Education Committee determines courses that all students are required to take to gain the overall knowledge and skills to complete major related courses.

Chair: Barbara Norwood, NURS

Membership:

- Thomas Balazs, ENGL
- Jose Barbosa, BIO ENV SCI *
- Pam Carter, SOE *
- Betsy Darken, MATH
- Lorraine Evans, SOC ANTH GEOL
- Rebecca Jones, ENGL
- Anne Lindsey, ART
- Claire McCullough, COMP SCI/ENGR
- Dana Moody, INTD
- Anthony Steinhoff, HIST
- Jack Thompson, COMP SCI/ENGR
- Ling Jun Wang, PHYS GEOL ASTR *
- 1 student
- Associate Provost for Academic Affairs

* Minorities
UTC - Grade Appeals Committee

Purpose: Grade Appeals Committee listens to undergraduate students that feel their rights have been jeopardized by unfair or malicious exercise of faculty grading, and wishes to appeal their grade.

Membership:

- Irene Loomis, MATH
- Kathleen Wheatley, MGMT
- Miriam Zwitter, NURS

Alternates:
- Bryan Hampton, ENGL
- Christopher Hensley, CRMJ
- Virginia Keatley, NURS
- Stephen Kuhn, UTeaCH
- Sara McCane-Bowling, SOE
- Andrea Schurr, LIBR

* Minorities
Purpose: The Graduate Council is responsible for providing and periodically revising basic educational philosophy for graduate programs, for ensuring the maintenance of high standards in the graduate programs offered, and for proposing and recommending to the Faculty Senate new graduate programs.

Chair: Gene Schlereth

Membership:

- Jerald Ainsworth
- Nesli Alp
- Roger Briley
- Stephen Craven
- David Edwards
- Rebecca Elliott
- Diane Halstead
- Lee Harris
- Gale Iles *
- Theresa Liedtka
- Virginia Magnus
- Brendan McDermott
- Jonathan Mies
- Lisa Muirhead *
- Brian O’Leary
- Mike Owens
- Vicki Petzko
- David Rausch
- Valerie Rutledge
- Bryan Samuel *
- Joey Shaw
- Joyce Smith
- Kathleen Wheatley
- Randy Walker
- Li Yang *
- Student

* Minorities
UTC - Honor Court Committee

Purpose: UTC Honor Court is a faculty/student committee that hears cases of alleged violations of the University of Tennessee at Chattanooga Honor Code.

Chair: Christopher Stuart, ENGL

Membership:

- Gail Iles, CRMJ *
- Joanie Sompayrac, ACCT
- Richard Wilson, POLS

Alternates:
- Francesco Barioli, MATH
- Jennnifer Beech, ENGL
- Aniekan Ebiefung, MATH *
- Stephen Eskildsen, PHIL & REL
- Karen Henderson, THSP
- Linda Johnston, SOE
- Sara Knox, CRMJ
- Stephen Kuhn, UTeACH
- Terri LeMoyne, SOC ANTH GEOG
- Lynn Purkey, FLNG
- David Ross, PSYC
- Joyce Smith, ENGL
- 12 students
- Vice Chancellor for Student Affairs

* Minorities
Purpose: The Mediation Committee provides mediation services for either academic or administration purposes.

Chair: Janetta Bradley, SOE

Membership:

* Virginia Magnus

* Minorities
UTC - Non-tenured Faculty Committee

Purpose: The Non-tenured Faculty Committee provides adjuncts and lecturers the opportunity to discuss their ideas and problems which is shared with the Faculty Senate.

Chair: Alex Quinlan, ENGL

Membership:

- Kevin Beck, CRMJ
- Andrea Becksvoort, HIST
- Rebecca Cook, ENGL
- Tracye Pool, ENGL

* Minorities
UTC - Petitions Committee

Purpose: The Petitions Committee reviews petitions for substitutions, excess hours, 24 and 60 hour residency requirements, and suspensions and dismissals.

Chair: Lynn Purkey, FLNG

Membership:

- Matthew Guy, ENGL
- Katherine Harrell, BIO ENV SCI
- Colleen Harris, LIBR
- Sara Jorgensen, HIST
- Barbara Ray, SOE
- Sheila Van Ness, SOC ANTH GEOG
- Kathy Winters, COMP SCI/ENGR
- 1 student
- Registrar
- Vice Chancellor for Student Affairs
- Director of Admissions

* Minorities
UTC - Scholarships Committee

Purpose: The Scholarship Committee is annually charged with choosing the recipients of all scholarships and grants provided by private sources.

Chair: Doug Kutz, CHEM

Membership:

- Jennifer Boyd, BIO ENV SCI
- Linda Collins, BIO ENV SCI
- Tammy Garland, CRMJ
- Virginia Magnus, SOE
- Nandini Makrandi, ART *
- Gretchen Potts, CHEM
- Cathie Smith, PHYT
- Rebecca St. Goar, MUSIC
- Student
- Representative from Development
- Director of Admissions
- Financial Aid Counselor
- Director of Honors Program
- Faculty Marshal

* Minorities
UTC - Speakers and Special Event Committee

Purpose: The Speakers and Special Event Committee is allocated funds from the activities fee for the purpose of paying honoraria, travel expenses, and other expenses for non-university related speakers or special events presented on campus for students and other members of the University community.

Chair: Sybil Baker, ENGL

Membership:

- Sarah Boykin, INTD
- Vic Bumphus, CRMJ *
- Elizabeth Gailey, COMM
- Phillip Giffin, ECON
- Immaculate Kizza, ENGL *
- Sharon Redhawk Love, CRMJ *
- Brian Ribeiro, PHIL & REL
- Priscilla Seaman, LIBR
- Abbie Ventura, ENGL
- Graduate Student
- President of SGA
- Vice President SGA
- President of Student Organization
- Assistant to the Chancellor
- Representative for the Chancellor

* Minorities
**Purpose:** During the process, the Student Conduct Board will construct a formal conclusion and outcome that is meant to assist the student and uphold the standards of the University of Tennessee at Chattanooga community in the student conduct process.

**Chair:** Justin Moses, Dean of Student Conduct *

**Membership:**

- Linda Johnston, EDUC
- Whitney Jo Smith, Student
- Chastity Smaw, Student *
- Pam McGuffee, CRMJ
- Andrew Clark, Student
- Charles Putman, Student
- Dominique Copeland, Student *
- Emma Hall, Student
- Meredith Levine, Student

* Minorities
UTC - Student Rating of Faculty Instruction Committee

**Purpose:** The Student Rating of Faculty Instruction Committee is charged with recommending policies and procedures for evaluation of faculty instruction and for using evaluation results to improve instruction.

**Chair:** Karen McGuffee, CRMJ

**Membership:**

- Betsy Alderman, COMM
- Richard Apgar, FLNG
- Amy Doolittle, SOCW
- Andy Hodes, (College of Business Adjunct)
- Christopher Horne, POLS
- Barbara Medley, SOC ANTH GEOG
- Priscilla Seaman, LIBR
- Aaron Shaheen, ENGL
- Patrick Sweetman, THSP
- Terry Walters, MATH
- 2 students
- Director of OPEIR
- Director of Walker TRC

* Minorities
UT College of Veterinary Medicine - Board of Advisors

Class of 2012

- Barbara U. Arant
- Mildred C. (Mill) Bass
- Robert B. Coley
- William F. Deemer
- Darryl J. Dixon
- Joseph Kendrick *

Class of 2013

- Joe Ed Conn
- Ken L. Dudney
- Mary Ergen
- Mark Lobel
- Jeffrey J. Ray
- Charles E. Wharton

* Minorities
UTHSC
Campus-Wide Committees
2010-2011

INSTITUTIONAL REVIEW BOARD
Total Members: 55
Females: 29
Racial Minorities: 9

LIBRARY ADVISORY COMMITTEE
Total Members: 12
Females: 5
Racial Minorities: 1

INSTITUTIONAL BIOSAFETY COMMITTEE
Total Members: 16
Females: 4
Racial Minorities: 1

HISTORY AND ARCHIVE COMMITTEE
Total Members: 18
Females: 5
Racial Minorities: 2

ACADEMIC CEREMONIES COMMITTEE
Total Members: 13
Females: 8
Racial Minorities: 3

EXEMPT STAFF COUNCIL
Total Members: 14
Females: 11
Racial Minorities: 8

RESIDENCY APPEALS COMMITTEE
Total Members: 9
Females: 5
Racial Minorities: 6

PARKING AUTHORITY
Total Members: 14
Females: 6
Racial Minorities: 5

RADIATION SAFETY COMMITTEE
Total Members: 10
Females: 3
Racial Minorities: 2

INFECTION CONTROL COMMITTEE
Total Members: 30
Females: 15
Racial Minorities: 5

EMPLOYEE RELATIONS COMMITTEE
Total Members: 21
Females: 18
Racial Minorities: 10

ADA ADVISORY COMMITTEE
Total Members: 15
Females: 10
Racial Minorities: 6

LIGHTERMAN SELECTION COMMITTEE
Total Members: 11
Females: 9
Racial Minorities: 8

CHANCELLOR’S EXEMPT STAFF AWARD COMMITTEE
Total Members: 10
Females: 6
Racial Minorities: 3

INACTIVE COMMITTEES
Continuing Education Coordinating Committee
Distance Education Committee
Student Academic Environment Committee
Student Oriented Services Committee
Health and Safety Council
Chancellor’s Advisory Cabinet

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.
INSTITUTIONAL REVIEW BOARD
PURPOSE: To review all IRB applications covered by Final Regulations Amending FDA Policy for the Protection of Human Subjects and provide review of research protocols. Formed as part of the requirement of the Department of Health and Human Services Multiple Project Assurance for the protection of human subjects prescribed in the Code of Federal Regulations.

PARKING AUTHORITY
PURPOSE: To develop a parking plan within the available resources for the campus; to develop regulations governing intra campus traffic and parking, as applicable; to develop an equitable fee system and parking assignment system applicable to all on-campus parking.

LIBRARY ADVISORY COMMITTEE
PURPOSE: To provide a communication mechanism for faculty and students and the Library; and to serve in an advisory capacity to Executive Director of the Library with respect to library planning and policy.

RADIATION SAFETY COMMITTEE
(A Subcommitte of the Health and Safety Council)
PURPOSE: To serve as the general policy formulating and regulating body for activities which involve the use of radioactive materials and/or other sources of ionizing and non-ionizing radiation at the UT Health Science Center. To advise and monitor the activities of the Radiation Safety Office according to the UTHSC Broad Radioactive Materials License.

INSTITUTIONAL BIOSAFETY COMMITTEE:
PURPOSE: The UTHSC Institutional Biosafety Committee (IBC) is responsible for reviewing research activities utilizing recombinant DNA (rDNA) and other biohazardous materials to ensure that UTHSC principal investigators and lab personnel utilize appropriate best practices when performing this type of work. All research by UTHSC investigators that utilizes rDNA, as defined in the NIH Guidelines, must be registered with the UTHSC IBC according to policies established by the NIH Office of Biotechnology Activities (OBA).

INFECTION CONTROL COMMITTEE
PURPOSE: To provide advice and assistance to the Vice Chancellor for University Relations and the Safety Officer in development of policy and procedure recommendations as such relate to infectious diseases.

HISTORY AND ARCHIVE COMMITTEE:
PURPOSE: To define and identify materials that have historical and/or archival value and establish an interim procedure for preservation of these materials; to produce an oral history collection from individuals who have been and are at UT Health Science Center; to develop an official history of UT Health Science Center; to develop a plan for an archives.
EMPLOYEE RELATIONS COMMITTEE
PURPOSE: To provide for a direct channel of communication between regular staff non-exempt employees and University officials for information and advisory purposes, and to provide University officials with an effective method of soliciting and disseminating information concerning plans and programs for regular staff non-exempt University employees; to serve as an advisory body to the chief administrative official with respect to personnel policies, programs and practices.

ACADEMIC CEREMONIES COMMITTEE
PURPOSE: To plan and manage academic ceremonies, including commencement.

ADA (Americans with Disabilities Act) COMMITTEE
PURPOSE: To provide personnel (faculty, staff and students) and the general public with valuable information to enhance effectiveness in providing a campus environment free of discrimination and bias towards individuals with disabilities.

EXEMPT EMPLOYEE COMMITTEE
PURPOSE: To provide a direct channel of communication between regular exempt staff and University officials for information and advisory purposes and to provide University officials with an effective method of soliciting and disseminating information concerning plans and programs for regular exempt staff to serve as an advisory body to the chief administrative officials with respect to policies, program and practices; to provide a systematic means for exempt staff participation in the operation of UTSHC.

LICHTERMAN AWARD COMMITTEE
PURPOSE: To define, implement and conduct a process resulting of the Lichterman Employee of the Year; to assist in planning and implementing the annual Employee Awards program.

RESIDENCY APPEALS COMMITTEE
PURPOSE: To hear appeals made by prospective and enrolled students concerning in-state or out-of-state residency classification for the purposes of paying fees.

CHANCELLOR'S EXEMPT STAFF AWARD COMMITTEE
PURPOSE: It is the objective of the Selection Committee to review the nominations in accordance with the criteria for nomination. The goal of the Selection Committee is to identify the strongest nomination(s). The committee will seek consensus on the nominations that best reflect the spirit of the Award.
UTK - Advisory Committee on Student Financial Aid

Chair: Jenny Richter, Associate Director, Office of Equity and Diversity

Membership:

- Kenneth Anderson, Accounting & Information Management
- Michael O. Smith, Animal Science-Experiment Station *
- Sally McMillan, Comm/Info Academics Affairs
- Jeff Gerkin, Financial Aid

* Minorities
UTK - Commission for Blacks

The Commission for Blacks recommends changes in or additions to university policies and procedures to reflect concerns specific to blacks. The group also 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; and encourages black faculty, staff and student involvement in all aspects of campus life.

Chair: Camille Hall *

Web site: http://web.utk.edu/~cfb/

Membership:

- Camille Hall *
- Vern Granger *
- Fritz G. Polite *
- Jamia Wiley Stokes *
- Tyvi Small *
- JoAnn Jeter *
- Valuri Reid *
- Theotis Robinson *
- Ernest L. Brothers *
- Sekeenia Haynes *
- Rosa Emory Thomas *
- Wanda Michele Costen *
- Mariah Tylonda Benimon *
- Tanisha Jenkins *
- Tiffany Barnett *
- Charles Rogers *
- Chicara Brooks *
- Blanqua King *
- Kevin Seymore *

* Minorities
The Council advises the campus administration on creating and sustaining a welcoming, supportive and inclusive campus climate to all groups. Their goals include 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.

Related Web site: http://web.utk.edu/~oed/diversityplans/

Co-chairs:

- Anton Reece, Director, Student Success Center *
- Herb Byrd, Director, Agriculture & Extension

Membership:

- Camille Hall *
- Tom Cervone
- Jenny Moshak
- Sarah Fisher Gardial
- Chicara Mayes *
- Andrew Morse
- Annazette Houston *
- Pia Wood
- Marva Rudolph *
- Vincent Anfara
- Tracy Childress *
- Robert Hinde
- Carolyn Hodges *
- Charles Houston *
- Tyler Johnson
- Margie Nichols
- Tyvl Small *
- Mike Wirth

* Minorities
UTK - Exempt Staff Council

Chair: Tom Cervone, Program Director, Theatre Department

Membership:

- Sharon Marshall, Department of Chemistry
- Jenny Moshak, Sports Medicine
- Nissa Dahlin-Brown, Howard H. Baker Jr. Center for Public Policy
- Rebekah Winkler, Media Relations
- Laura Trainer, College of Business Administration
- Andrew Shafer, Development and Alumni Affairs *
- Margy Wirtz-Henry, Recreation and Sport Studies
- Margie Russell, Engineering Advising
- Debbie Brown, Graduate School of Medicine
- Shane Colter, OIT
- Sandra Harbison, UT College of Veterinary Medicine
- Amy Caponetti, Ag Research
- Herb Byrd, UT Extension
- April Martin, UT Extension, Central
- Richard Powell, Western Region, Ag
- Melissa Ashburn, Municipal Technical Advisory Service
- John Erdmann, Institute of Public Service (CIS)
- DeAnna Flinchum, Southeastern Transportation Center
- Karla Edwards, College of Social Work
- Jane Pope, Student Affairs
- Suzan Thompson, Office of Budget and Finance
- Janet Smith, IRIS Administrative Support

Ex-officio Members:

- Ron Tredway, East Regional Service Center
- Mike Herbstritt, Employee Relations, Human Resources
- Marva Rudolph, Director, Equity and Diversity *
- Arla Jackson, Bursar's Office

* Minorities
The Student Affairs Council 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.

Chair: Tim Rogers, Vice Chancellor for Student Life

Membership:

- Caula Beyl, Dean, College of Agricultural Sciences & Natural Resources
- Doug Blaze, Dean, College of Law
- Harry McSween, Interim Dean, College of Arts & Sciences
- Victoria Nieferhauser, Dean, College of Nursing
- Paul Crilly, Electrical Engineering & Computer Science
- Maxine Thompson Davis, Dean of Students *
- Wayne Davis, Dean, College of Engineering
- Steven Smith, Dean, UT Libraries
- Carolyn Hodges, Vice Provost & Dean, Graduate School *
- Yuri Kamyshkov, Physics
- Scott Poole, Dean, College of Architecture & Design
- Bob Rider, Dean, College of Education, Health & Human Sciences
- Karen Sowers, Dean, College of Social Work
- James Thompson, Dean, College of Veterinary Medicine
- Jan Williams, Dean, College of Business Administration
- Michael Wirth, Dean, College of Communication & Information
- Svetlana Zivanovic, Food Science and Technology
- Richard Bayer, Assistant Provost & Director, Enrollment Services

Students:

- Jovica Djurdjevic
- Avery Howard *
- Trevor McElhaney
- Will Parrott
- Lindsey Reeves
- Ross Rowland
- Drew Shapiro
- Courtney Sharp

* Minorities
UT Martin - Administrative Committee on Committees

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. Thomas Rakes, Chancellor
Dr. Jerald Ogg, Vice Chancellor for Academic Affairs
Dr. Margaret Toston, Vice Chancellor for Student Affairs *
Mr. Al Hooten, Vice Chancellor for Finance and Administration
Mrs. Len Solomons, Vice Chancellor for University Advancement
Ms. Edie Gibson, Executive Assistant to the Chancellor
Mr. Bud Grimes, Director of University Relations
Mr. Phil Dane, Director of Intercollegiate Athletics
Dr. Rosemary Gray, Equity and Diversity Officer *
Dr. Janet Wilbert, President, Faculty Senate
Ms. Mary Carpenter, Faculty Representative (2012)
Ms. Teresa Collard, Faculty Representative, Chair (2011)
Dr. Randy Garza, Faculty Representative (2011) *
Dr. Michael Gibson, Faculty Representative (2011)
Mr. Doug Cook, Faculty Representative (2012)
Dr. Julie Hill, Faculty Representative (2012)

* Minorities
UT Martin – Appeals Committee on Undergraduate Readmission

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
Mr. Joe Henderson, Student Conduct Coordinator, Student Affairs *
Mr. Louis Ragsdale, Coordinator for Greek Life, Student Affairs
Mr. Tommy McGlown, Conditional Admissions Coordinator, Student Success Center *
Dr. Victoria Serg, Associate Vice Chancellor for Academic Affairs
Dr. Chris Hill, Faculty Senate Representative (2011)
Ms. Melanie Morris, Assistant Director of Admissions
Admissions Counselor Representative
Dr. Scott Parrott, Agriculture and Applied Sciences (2011)
Dr. Malcomb Koch, Business and Global Affairs (2012)
Dr. Patricia Hewitt, Education and Behavioral Sciences (2011)
Mr. Ed Wheeler, Engineering and Natural Sciences (2012)
Ms. Diane Shaw, Humanities and Fine Arts (2012)
Dean or designee of student’s college

* Minorities
UT Martin -- Athletics Board

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: 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 President-Elect; 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; and Undergraduate Alumni Council representative.

The UT Martin Faculty Athletics Representative 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 (one representative must be the SAAC President). The Chancellor, as appointing authority, shall ensure adequate minority representation on the Athletics Board.

REPORTING CHANNEL: Chancellor

MEMBERSHIP:

Mr. Crawford Gallimore, UT Trustee
Mrs. Betty Ann Tanner, UT Trustee
UTM Faculty Member of UT Trustees (voting year of membership)
UTM Student Member of UT Trustees (voting year of membership)
Dr. Joe DiPietro, UT President
Dr. David Millborn, UT Executive Vice President
Dr. Thomas Rakes, Chancellor
Dr. Jerald Ogg, Vice Chancellor for Academic Affairs
Mr. Al Hooten, Vice Chancellor for Finance and Administration
Dr. Margaret Toston, Vice Chancellor for Student Affairs *
Mrs. Len Solomon, Vice Chancellor for University Advancement
Mr. Bud Grimes, Director of University Relations
Dr. Janet Wilbert, President, Faculty Senate
Dr. Mike McCullough, President-Elect, Faculty Senate
Mr. Phil Dane, Director of Intercollegiate Athletics
Ms. Danielle Fabianich, Senior Woman Administrator, Intercollegiate Athletics
Ms. Brandy Cartmell, Registrar
Ms. Brenda Lackey, Mathematics Laboratory Coordinator (2011)
Dr. Beverly Hearn, Reading Center Director (2011)
Ms. Anna Clark and Ms. Jenna Wright, Co-Writing Laboratory Coordinators (2011)
Ms. Chandra Alston, Chair, Development Committee (2011) *
Mr. LeMoyne Robinson, President designee, UTM Alumni Council (2011) *
Ms. Lora McDonald, President designee, Weakley County Alumni Chapter (2011)
Mr. Art Sparks, President, Skyhawk Club (2011)
Mr. Sammie Linton, SGA President (2011)
Mr. Austin Kendal, Undergraduate Alumni Council Representative (2011)
Dr. Nell Gullett, Faculty Representative, Chair (2011)
Dr. Rick Garitz, Faculty Representative (2012)
Dr. John Schommer, Faculty Representative (2011)
Mr. Lane Last, Faculty Representative (2011)
Mr. Frank Leach, Faculty Representative (2013)
Dr. Richard Robinson, Faculty Representative (2012)
Ms. Karen Flmore, Employee Relations Council Representative (2011)
Ms. Stacie Evans, Administrative Staff Representative (2011) *
Mr. Al Creswell, UT Martin Alumni Representative (2011)
Mr. Trey Karlen, Men's Player Representative – SAAC President (2011)
Mr. Jarvis Perry, Men's Player Representative (2011) *
Ms. Jenna Miller, Women's Player Representative (2011)
Ms. Johanie Van Zyl, Women's Player Representative (2011)

* Minorities
UT Martin – Employee Relations Council

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. Thomas Rakes, Chancellor
Mr. Al Hooten, Vice Chancellor for Finance and Administration
Mr. Phil Bright, Director of Human Resources, Secretary *

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 Copler 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.

* Minorities
UT Martin – Equity and Diversity Advisory Council

**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. Rosemary Gray, Equity and Diversity Officer, Chair *
Mr. Phil Bright, Director of Human Resources *
Ms. Danielle Fabianich, Intercollegiate Athletics Representative (2011)
Ms. Lorrie Jackson, Employee Relations Council Representative (2011)
Dr. Chris Caldwell, Personnel Policies Committee Representative (2011)
Ms. Sharon Robertson, Persons with Disabilities Representative (2011)
Dr. Rich Helgeson, Vietnam Era Veteran Representative (2011)
Dr. Susan Buckelew, Faculty Representative (2011)
Dr. Randy Garza, Faculty Representative (2012)
Ms. Anna Lasota, Faculty Representative (2011)
Dr. Cherry Watts, Faculty Representative (2012)
Ms. Mikai Banks, SGA Representative (2011) *
Mr. Joe Henderson, Exempt Staff Representative (2011) *
Ms. Judy McMorries, Non-Exempt Staff Representative (2011)

* Minorities
UT Martin – Extenuating Circumstances, Admissions, and residency Appeals Committee

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 Associate Vice Chancellor for Academic Affairs, the Director of Business Affairs, 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
Dr. Margaret Toston, Vice Chancellor for Student Affairs *
Dr. Jerald Ogg, Vice Chancellor for Academic Affairs
Ms. Laura Foltz, Director of Business Affairs
Ms. Judy Gathers, Faculty Representative (2012)
Dr. John Cochran, Faculty Representative (2013)
Mr. Brian Johnson, Faculty Representative (2011)

* Minorities
UT Martin – Faculty Research and Development 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 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
Dr. Craig Darroch, Agriculture and Applied Sciences (2012)
Dr. Stan Dunagan, Agriculture and Applied Sciences (2011)
Dr. Karen Moffitt, Business and Global Affairs (2012)
Dr. Otha Britton, Business and Global Affairs (2011)
Dr. Daphne Henderson, Education and Behavioral Sciences (2012) *
Dr. Karen Greenockle, Education and Behavioral Sciences (2011)
Dr. Robert LeMaster, Engineering and Natural Sciences (2012)
Dr. James Smart, Engineering and Natural Sciences (2011)
Ms. Tracy Rutledge, Humanities and Fine Arts (2012)
Mr. Doug Cook, Humanities and Fine Arts (2011)
Mr. Richard Saunders, Paul Meek Library (2012)

* Minorities
UT Martin – Financial Aid and Scholarship Awards 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, Director of Business Affairs, 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 Director of Business Affairs will serve as chair.

REPORTING CHANNEL: Vice Chancellor for Student Affairs

MEMBERSHIP:

Dr. Margaret Toston, Vice Chancellor for Student Affairs *
Ms. Laura Fritz, Director of Business Affairs, Chair
Ms. Sheryl Frazier, Interim Director of Student Financial Assistance
Mrs. Len Solomon, Vice Chancellor for University Advancement
Mr. Phil Dane, Director of Intercollegiate Athletics
Ms. Lori Littleton, Agriculture and Applied Sciences (2011)
Dr. Ron Kligore, Business and Global Affairs (2012)
Dr. Colin Key, Education and Behavioral Sciences (2011)
Dr. Somsak Suktanon, Engineering and Natural Sciences (2011)
Dr. Julie Hill, Humanities and Fine Arts (2011)
Mr. William Tyler Barbour, SGA Representative (2011)
Mr. Calvin Jones, SGA Representative (2011) *

* Minorities
UT Martin – Honors and Ceremonies 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, 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
Mrs. Len Salamons, Vice Chancellor for University Advancement
Dr. Jerald Ogg, Vice Chancellor for Academic Affairs, Secretary
Ms. Edie Gibson, Executive Assistant to the Chancellor
Ms. Brandy Cartmell, Director of Academic Records and Registrar
Dr. Tim Burcham, Faculty Representative (2012)
Dr. Carol Eckert, Faculty Representative (2011)
Dr. Elaine Harriss, Faculty Representative (2012)
Dr. Robbie Montgomery, Faculty Representative (2011)
Ms. Erin Coates, Honors Programs Student Representative (2011)
Ms. Justine Steele, Honors Programs Student Representative (2011)
UT Martin – University Council

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, 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. Margaret Toston, Vice Chancellor for Student Affairs, Chair *
Mrs. Len Solomon, Vice Chancellor for University Advancement
Dr. Jerald Ogg, Vice Chancellor for Academic Affairs
Mr. Al Hooten, Vice Chancellor for Finance and Administration
Mr. Joe Henderson, Student Conduct Coordinator *
Dr. Jerry Gresham, Interim Dean of Agriculture and Applied Sciences (2011)
Dr. Ernie Moser, Dean of Business and Global Affairs (2012)
Dr. Mike McCulloch, President-Elect, Faculty Senate (2011)
Dr. Brian Donavant, Faculty Representative (2011)
Dr. Brian Foltz, Faculty Representative (2011)
Dr. Texas Culver, Faculty Representative (2012)
Dr. Dan Pigg, Faculty Representative (2011)
Dr. Crysta Whitlow, Faculty Representative (2012)
Mr. Sammie Linton, SGA President (2011)
Ms. Erin Coates, SGA Vice President (2011)
Ms. Rachel Stephens, SGA Secretary General (2011)
Mr. Jordan White, SGA Representative (2011)
Ms. Mary Layne Harrell, SGA Representative (2011)
Ms. Bethany Walters, SGA Representative (2011)

* Minorities
UTSI - Black Recruitment Advisory Committee

Chair: Patricia Burks-Jelks, Director, Human Resources and Equity and Diversity *

Membership:

- Leo Bonner *
- Betty Bright *
- Brenda Brown *
- Brenda Brooks *
- Alfonso Pujol *

* Minorities
UTSI - Employee Relations Committee

Chair: Patricia Burks-Jelks, Director, Human Resources and Equity and Diversity *

Membership:

- Tonya Battles *
- Natalia Kaptur
- Jack Le Geune
- Pam Ledford
- Courtney Maricle, Secretary

* Minorities