

ACADEMIC COUNCIL
Texas Tech University

Meeting of
June 21, 2016

MINUTES

Present: Kathy Austin, Michael Ballou for Cindy Akers, Adrienne Carnes, Todd Chambers, Tim Dallas, Claudia Cogliser, Cathy Duran, Genevieve Durham DeCesaro, Keith Dye, Ryan Gibbs, Sheila Gray for Jamie Hansard, Birgit Green, Saif Haq, Melanie Hart, Sheila Hoover, Lynn Huffman, Patrick Hughes, Darryl James, Michelle Kiser, Mitzi Lauderdale, Robin Lock, Justin Louder, Pat McConnel, Garrett McKinnon, William Pasewark, Elizabeth Inskip-Paulk, Seshadri Ramkumar, Rob Stewart chair, Kevin Stoker, Patricia Vitela, Janessa Walls, Vicki West

Guests: Brenda Martinez

Stewart called the meeting to order and introduced the minutes from the May Academic Council meeting. Huffman moved that the minutes be approved, Ramkumar seconded, and the motion carried.

McKinnon presented the course approval summary. With no discussion raised regarding any of the courses, Cogliser moved to approve the courses as presented, Chambers seconded, and the motion carried.

Durham DeCesaro presented a revised draft for the Grade of Incomplete Form. Changes on the draft form involved clarification of student conditions for removing the incomplete, i.e. the form's originator would be required to state what assignments would be needed in order for the incomplete to be removed and a grade assigned. Martinez recommended that the forms be used beginning with the August grading period (subsequent to the Summer II term). A single form would be used to cover both graduate and undergraduate courses. After a minor change was suggested to the signatures section of the form, Ramkumar moved that the form be approved as amended, Austin seconded, and the motion carried.

Durham DeCesaro also presented a revised diploma reorder policy in the form of a revised OP 77.01. The new policy would allow for the ordering of extra replacement diplomas. After a brief discussion, Chambers moved that the policy be approved as proposed, Lauderdale seconded, and the motion carried.

Akers presented changes in semester credit hours for several degrees, including the B.S. in Food Science (to 120 SCH from 134), the B.S. in Agricultural and Applied Economics (to 120 SCH from 121), and the B.S. in Agribusiness (to 120 from 121). The moves were proposed in order to match the SCH limits authorized by THECB. Ramkumar inquired about faculty vetting of proposed changes, and Durham

DeCesaro noted that the changes had been vetted. With no further discussion, Ramkumar moved to approve the semester credit hour changes as proposed, Stoker seconded, and the motion carried.

Walls presented a new certificate and concentration in the School of Law. The Certificate in Emerging Technologies would be for law students, though Walls said that depending on demand the certificate could be offered to graduate students and working professionals outside the Law School. The Law School also proposed a concentration in Cybersecurity Law and a concentration in Criminal Law and Innocence, which Walls noted would be the only one of its type in the world so far as faculty at the Law School could determine. After a brief discussion, Lauderdale moved to approve the certificate and concentrations as proposed, Chambers seconded, and the motion carried.

The Council discussed the implications of grades of X and I with regard to Blackboard archiving. Hart noted that a student recently inquired about a grade of X recorded in Blackboard from 2009. A grade of X results when no grade is assigned in Blackboard; when the system audits, the lack of a grade shows as an X. She said grades of X were required to be changed within one month, but in this instance had not been. An audit revealed that since Fall of 2008 some 300 students had received a grade of X in Blackboard without the grade ever being changed. She added that some 900 students had received a grade of I in Blackboard, and I grades were supposed to have been changed after one year. Austin noted that a system needed to be developed in order to close the loop so grades of X would not be recorded long term. Stewart said the issue needed to be explored in depth from systems, historic, and procedural standpoints, and asked for the creation of an ad hoc committee to examine the issue and recommend a resolution. Martinez, Lauderdale, Coglisier, Hart, Austin, Duran, and Louder volunteered to serve on the committee.

Louder led a discussion regarding monitoring online offerings in a single degree program. He indicated that he had met with multiple departments that offered degree programs where a majority of courses could be taken online, yet the programs were not approved for online delivery. With students approaching graduation, he said some confusion existed over whether courses offered in both face-to-face and online modalities constituted an online course. He noted that SACSCOC regulations deem a course that is more than 50 percent online (or offered at a distance via a remote campus) is an online course. He added that THECB regulations deem anything offered more than 85 percent online or at a distance as an online course. Louder said the Provost's Office was examining whether a new process where individual course modality changes are registered and/or approved by Academic Council should be implemented. He added that the biggest concern is if more than 50 percent of the "major" courses in a degree program are offered online, the program likely constitutes an online program per THECB and SACSCOC, and would need to be approved as such. Durham DeCesaro noted that a modality field could be built into the Curriculog curriculum management system currently undergoing beta testing, which would allow an originator to note how many hours

of a program would be offered online. She also added that an audit of current programs was needed.

Durham DeCesaro led a discussion of possible changes to admissions requirements for majors. She proposed creating a form that would note when departmental or college-specific admissions requirements were changed, and allow the proposing department to address questions about current requirements, proposed requirements, regulations, etc. The form would also include best practices for admissions requirements. Coglisier requested the addition of the term “undergraduate” to the form to denote that it applied only to undergraduate admissions requirements. In addition, Durham DeCesaro commented on “former Tech student” admissions requirements, noting that because those students’ admissions were overseen by the Office of the Provost and Undergraduate Admissions, any changes to requirements for former Tech student admission would require additional time, since multiple offices were required to review the admission application.

Hughes provided an update on first-time incoming student (FTIC) retention efforts. He noted the Provost’s Office was sending out reports detailing how individual college retention efforts compared to prior years, and noted that the retention rates were not consistent across colleges. James demonstrated a SANKEY diagram that Institutional Research had created, which showed the progression of students who entered the university during the fall 2009 semester through the subsequent six years. He said ultimately IR would like to create a SANKEY diagram allowing users to hone in on individual students.

Stewart reminded Council members regarding textbook orders, and that time remained for faculty to get their orders submitted for the fall semester.

In other business:

- Stewart announced the creation of OP 32.35, which provided for modified instructional duties for faculty.
- Durham DeCesaro requested comments regarding a proposal to standardize terminology (e.g. use of the term “specialization” versus “concentration”), and said she hoped that Academic Council could vote on the proposal during the July 2016 meeting so that standardized terminology could begin transitioning to take full effect during the 2017-2018 academic year.
- Registration remained open for summer chairs academies, with TLPDC co-hosting. The sessions covered core curriculum and other items, and department chairs and program coordinators were encouraged to attend.
- Martinez noted that Curriculog was currently in beta testing, and that the Registrar’s Office hoped to begin offering wide scale training in July or August, with full roll-out of the platform during fall 2016.

- Durham DeCesaro provided an update on approvals granted or still pending from THECB.

With no additional business raised, Stewart adjourned the meeting.