ACADEMIC COUNCIL 1
Texas Tech University

Meeting of
August 16, 2016

MINUTES

Present: Cindy Akers, Kathy Austin, Bobbie Brown, Todd Chambers, Victoria Coverstone, David Doerfert, Cathy Duran, Genevieve Durham DeCesaro, Birgit Green, Jamie Hansard, Pat McConnel, Garrett McKinnon, Melanie Hart, Sheila Hoover, Lynn Huffman, Patrick Hughes, Darrel James, Michelle Kiser, Mitzi Lauderdale, Robin Lock, Justin Louder, Jeffrey Mercer, Alison Myrha, William Pasewark, David Roach, Brian Shannon, Ben Sharp, Patricia Vitela, Janessa Walls, Vicki West, Eliza Wong, Rob Stewart (chair)

Guests: Michael Galyean, Cindy Miller (American Heart Association), Craig Morton, Paul Paré

Stewart called the meeting to order and introduced Galyean, the interim Provost. After a brief statement to the Council, Galyean ceded the floor to Hart, who discussed her involvement in the Lubbock Heart Walk event. She introduced Miller, who described the event in further detail. She noted that the AHA used proceeds from the Lubbock Heart Walk to fund research and promote heart-healthy lifestyles, among other benevolent activities.

Stewart then presented the minutes from the July meeting of Academic Council. Huffman moved to accept the minutes as presented, Austin seconded, and the motion was approved.

Green presented information about the Raiders Engaged Program, a program created under the auspices of the Office of Community Engagement. Green noted the program exists to communicate activities occurring at Texas Tech University to communities across the country. She said that an in-house instrument for measuring outreach and engagement activities had been developed, with more than 22 percent of eligible faculty responding to the survey instrument during the 2015-2016 academic year. The instrument measured items such as unique projects, faculty and staff hours spent on community engagement, external partnerships, populations served, etc. The instrument for the 2016-2017 academic year would be opening soon, Green noted, and the deadline for completion of the survey would be December 31, 2016.

Paré, the new director of the Quality Enhancement Program and the Center for Global Engagement, presented information about the QEP program and the center's goals. He noted that employers in the 21st century were looking for more than mere technical expertise, they were also looking for individual competence as well as the

ability to interact with others from diverse backgrounds. He indicated that research conducted by his office had found Texas Tech students fell below the national average with regard to "cultural exposure," and said that the Center for Global Engagement was working on a "competitive integrated learning experience" that would train would train students in cultural exposure through a series of components. Paré said that curricular and co-curricular advisory committees were being formed to develop the curricular components of such a learning experience. He also said the program would look to "certify" the program with transcript language that would demonstrate to potential employers how the student's training had prepared them for working in a global society.

Stewart urged Council members to remind all faculty to complete textbook orders promptly. He noted that the state-mandated deadline for textbook ordering was 30 days prior to classes beginning, and said that the university must work harder in future years to meet that deadline. He indicated that 70 percent of required textbook orders had been placed with the campus bookstore at the 30-day deadline. Shannon reiterated how important such a process was, noting that athletes and other scholarship recipients were required to purchase books through the campus bookstore, and that tardiness on the part of faculty could cause those students to receive their books after the beginning of the semester.

Durham DeCesaro presented a proposal to reduce the semester credit hour requirement for the B.S. in Multidisciplinary Studies to 120 hours from 123. Wong moved to approve the proposal as presented, Doerfert seconded, and the motion was approved.

McKinnon presented the course approval summary for the month. Huffman questioned the use of the word "introduces" in the course description for some of the proposed graduate courses, noting that graduate courses should logically not be introductory. After a brief discussion regarding the issue, Chambers moved to approve the courses as presented, Doerfert seconded, and the motion was approved.

Durham DeCesaro discussed the process for adding staff to the university's new Curriculog online curriculum management system. She said a link with training resources would be provided, and that Curriculog would be made available to all staff upon request so staff members could originate course and program proposals.

Durham DeCesaro also discussed the fact that some non-substantive changes to course titles, course descriptions, and corequisites were currently handled via a SharePoint site managed by the Registrar's office. She indicated that the Council would need to decide whether those changes should be incorporated into Curriculog, or continue to be handled independently of Curriculog. After a brief discussion, the consensus among Council members was that college administrators needed to be notified of changes due to "eager changers" who often proposed changes to courses without notifying their fellow faculty members. Durham DeCesaro indicated that the Registrar's office would proceed with adding the non-

substantive changes option to Curriculog and would require users to utilize the portal for all future changes.

Finally, Durham DeCesaro provided an update on THECB approvals, noting that the Coordinating Board had returned a proposed Ph.D. degree in Addiction Disorders and Recovery Studies and a proposed M.S. degree in Manufacturing Engineering in order to seek additional information. She noted that both degrees had been revised and resubmitted.

Stewart provided an update on the Electronic Course Evaluation project, noting that 13 sections of summer courses had utilized the online evaluation form, with student response rates varying from 24 to 81 percent. He noted that the lowest response rates were due to an electronic glitch that had subsequently been corrected. Stewart said that faculty responses had been very positive thus far, and that the Provost's office would be forming student and faculty focus groups to review the technology during the fall semester.

In other business:
• High marks were given for the August commencement ceremony. Roach indicated that one unique aspect of the August ceremony was that graduate and undergraduate degrees were awarded during the same ceremony, allowing undergraduates to watch graduate students being hooded. He said this might motivate some students to pursue graduate degrees in the future, and wondered if December and May ceremonies might be altered to mesh undergraduate and graduate ceremonies.
• Hughes announced that Kiser would be leading the Office of Community College & Transfer Relations. In addition, Catherine Nutter would be supervising the advising activities for pre-professional health careers.
• Stewart noted that beginning in September, Academic Council meetings would once again be conducted in the library.

With no other business raised, Stewart adjourned the meeting.