

ACADEMIC COUNCIL
Texas Tech University

Meeting of April 18, 2017
1:30 PM, Library 309

MINUTES

Present: Cindy Akers, Dennis Arnett, Thad Brock for Ben Sharp, Ashlee Brown, Bobbie Brown, Adrienne Carnes, Claudia Cogliser, David Doerfert, Cathy Duran, Genevieve Durham DeCesaro, Keith Dye, Birgit Green, Saif Haq, Sheila Hoover, Lynn Huffman, Patrick Hughes, Darryl James, Michelle Kiser, Amy Koerber, Rodney Lackey, Mitzi Lauderdale, Robin Lock, Justin Louder, Pat McConnel, Garrett McKinnon, Brian Ott for Todd Chambers, Bill Pasewark, David Roach, Brian Shannon, Rob Stewart chair, Patricia Vitela, Vicki West, Aliza Wong

Guests: Jim Bret Campbell

Action Items:

1. The Departments of Chemistry & Biochemistry and Communication Studies will meet to discuss the proposed CHEM 4101 course.
2. The Departments of English and Communication Studies will meet to discuss the proposed ENGL 3363 and 4363 courses.
3. Associate Deans are asked to report any administrative changes that will affect Curriculog approval sequencing to Garrett McKinnon (garrett.mckinnon@ttu.edu).
4. Associate Deans are asked to share with their colleagues the revisions to the Academic Program Terminology proposal (attached to the April agenda) and submit any concerns about the suggested clarifications to Vice Provost Durham DeCesaro (genevieve.durham@ttu.edu) on or before May 15th.
5. Associate Deans are asked to remind department chairs/school directors about eLearning's request for a list of online minors made available by each department. See "Other Business" for additional information.

Stewart called the meeting to order and introduced the minutes from the March meeting. A typographical error in the action items was noted for correction. Thereafter, Pasewark moved that the minutes be approved as corrected, Huffman seconded, and the motion was approved.

Pasewark discussed a proposal to expand the Working Professionals M.B.A. program to include hybrid delivery. He noted that the program had historically operated in a hybrid modality, but growth in the program and the expansion of courses offered online pushed the total online threshold past the 50 percent mark required for THECB approval. Cogliser moved that the modality expansion be approved as presented, Haq seconded, and the motion was approved.

Lock discussed a proposal to change the Master of Education in Higher Education degree to the Master of Education in Higher Education Administration. She said the title change reflected the

degree's orientation toward practice, not research, and that no curriculum changes were necessary. Lauderdale moved that the name change be approved as accepted, Roach seconded, and the motion was approved.

Lock also discussed a proposed modality change for the Doctor of Education in Educational Leadership. She said the program was moving from a hybrid delivery modality to fully online, noting that regional sites had been used for in-person delivery of classes as part of the hybrid delivery. With the modality change to fully online, the regional site classes would no longer be offered. Huffman moved to approve the modality change as presented, Dye seconded, and the motion was approved.

McKinnon presented the course approval summary, noting that items 10, 11, and 7 (ENGL 3363, ENGL 4363, and CHEM 4101, respectively) were still tabled pending discussions between the proposing departments and the College of Media & Communication. Roach moved to un-table CHEM 4101 for discussion, Lauderdale seconded, and the motion was approved. Roach said discussions were ongoing between the Department of Chemistry and the Department of Communication Studies regarding the course, with informal discussions continuing between principals from the Colleges of Arts & Sciences and Media & Communication. Roach said the Department of Chemistry had proposed a number of alternative titles for CHEM 4101, with each title keeping the word "communication." He indicated that the larger issue was the ongoing QEP Communication Literacy (CL) initiative and the Department of Communication Studies' concern with the use and application of the term "communication." Roach requested guidance for the issue of creating the concept of a course to meet the CL requirement that would not infringe on the discipline of communications as taught by the Department of Communication Studies.

Stewart said the CL requirements paralleled the development of writing intensive requirements from an earlier time, and that the goal of the CL requirement was to extend fundamental communication principles and skills within each field of study. Ott expressed concern that CHEM 4101 as proposed went beyond discussing communication within the field of chemistry and actually spoke to the development of oral communication skills. Koerber requested more time to discuss the issue with the Department of Chemistry. Huffman inquired about a "tripping point" or threshold at which Communication Studies might flag a proposed course that met the CL requirement. Stewart noted that the new Communication Training Center within the College of Media & Communication has, as a primary purpose, to provide resources to help faculty tackle the issue.

Koerber said that CHEM 4101 as proposed was viewed by the Department of Communication Studies as akin to Communication Studies proposing a "chemistry 101" course. Roach urged the development of a threshold or set of requirements that departments could follow in order to create CL courses that did not infringe on the discipline of communication studies. Stewart asserted that a threshold would seem to place a false ceiling on what each field of study is able to do in preparing its students for communicating within and about their discipline and profession.

Ott noted that communication studies is both a content area and a department, and that one thing the CL requirement proposed is the development of a relationship between the content area of communication studies and other fields. Dye then asked whether certain colleges are able to hold certain content areas "hostage." Stewart said that he didn't think anyone is trying to hold anything hostage, and that the desire is simply to provide clarity over disciplinary perspective

and purview. Koerber, reflecting on the purpose of Academic Council as a body, indicated the ideal solution moving forward is for departments to discuss the issue of communication-related courses with the Department of Communication Studies prior to proposing a course in Curriculog for review by Academic Council. She said the department's intention was not to eliminate the proposed CHEM 4101 course, but rather to have a conversation about the course's content outside of Academic Council. Koerber then moved to re-table CHEM 4101, Roach seconded, and the motion was approved (with Haq abstaining). The remainder of the courses were then examined. Durham DeCesaro noted that some of the proposed prerequisite changes would have their implementation delayed until the spring 2018 semester from the requested fall 2017 date, because registration for the fall 2017 semester had already begun and the Provost's Office did not want to create a situation where students would have already enrolled for courses that, due to the inclusion of new prerequisites, they were no longer eligible to take.

Huffman moved to approve the courses (sans the ones remaining tabled) as presented, Akers seconded, and the motion was approved.

Hughes discussed the ongoing enrollment campaign, and reminded those in attendance that a dashboard with enrollment figures was available. He noted that while overall retention at Texas Tech was up, some colleges had retained as much as 4% fewer students year over year, and that the university's goal was to see increases for all colleges and programs.

Durham DeCesaro requested help publicizing the availability of Core Curriculum and Multicultural Requirement training workshops. She said the ongoing workshops were designed for faculty members who would like to propose adding a course to either the Core Curriculum or Multicultural ranks.

Durham DeCesaro also presented a document outlining new academic terminology. She said the new terminology was an attempt to streamline the definitions of major, minor, track, and concentration, and that the use of the term "specialization" would be eliminated with the creation of the 2018-2019 catalog. While the terminology had already been formally approved by Academic Council, she asked departments and colleges to review the terms in order to address any issues that might arise with the adoption of the new terminology.

Durham DeCesaro asked those in attendance to update approval information in Curriculog. She requested that both the Office of the Provost and the Office of the Registrar be apprised of any administrative changes within a college or department (e.g. a new department chair) so that the Curriculog approval process could be updated.

She also requested additional faculty help for the forthcoming May commencement, indicating that a record number of graduates was expected to attend. She said the ceremony scheduled for 1:30 on Saturday May 13 was expected to be the largest in the university's history.

Finally, Durham DeCesaro provided an update of recent approvals by THECB, including:

- Approved SCH increases in master's degrees for English, Economics, Romance Languages, and Statistics.
- Approval to offer a B.A. in Communication Studies at the Waco campus.

- Approval to offer some J.D. courses online.
- Approval of the name change for the Ph.D. in Media and Communication (previously Mass Communication) and the M.S. in Heritage and Museum Sciences (previously Museum Science).
- Approval of SCH changes for undergraduate degrees in Biology, Microbiology, Biochemistry, and Chemistry.
- Approval to offer the B.A. in Political Science at the Highland Lakes and Fredericksburg campuses.

Stewart provided an update on textbook orders for the summer and fall terms, noting that percentage of orders was up year over year. He gave his compliments to faculty and departmental points of contact who were being timely about placing orders. He also indicated the Provost's Office was seeking clarification regarding online-only materials, looking at how best to assess student purchases of these materials while assuring the courses are listed along with all other orders posted by the bookstore.

Stewart clarified the issue of above-base funding for the summer term. He said estimates for above-base enrollment were due March 1, and that the CFO had reviewed and approved the full amount of funds indicated. He reminded those in attendance, however, that above-base funds would not be released until actual enrollments versus estimates were submitted, and added that under-enrolled classes small would not be funded.

Stewart also reminded those in attendance of modified instructional duties and faculty sick leave reporting. He said OP 32.35 had been introduced in 2016 in order to allow for modified teaching duties (i.e. a more flexible teaching schedule) in order for faculty to tend to health- or family-related issues such as a newborn. He reminded those in attendance, however, that modified instructional duties were not sick leave, and that faculty on modified instructional duty should still submit sick leave for those instances where they are too ill to work.

In other business:

- Louder reminded those in attendance about a request initiated by his office for a list of online minors made available by each department. He said the lists would be used to create a unified master listing of all approved online minors.
- He also said that support questions regarding Blackboard should be submitted through the general support email address, and not the personal email address of the employee in charge of Blackboard support.
- Durham DeCesaro publicized LEAP-Texas' Critical Thinking week (April 24-28) and invited any interested faculty members to contact her for more information about the week's activities.

With no further business raised, Stewart adjourned the meeting.

