

**ACADEMIC COUNCIL**  
Texas Tech University

**Meeting of October 17, 2017**  
**1:30 PM, Library Room 309**

**MINUTES**

**Present:** Cindy Akers, Dennis Arnett, Kathy Austin, Stefanie Borst, Bobbie Brown, Adrienne Carnes, David Doerfert, Genevieve Durham DeCesaro, Paul Frazier, Kristi Gaines, Maggie Gilchrest, Greg Glaus, Birgit Green, Jamie Hansard, Saif Haq, Melanie Hart, Sheila Hoover, Lynn Huffman, Patrick Hughes, Jorge Iber, Darryl James, Amy Koerber, Sean Lewis for Robbie Meyer, Ryan Litsey, Robin Lock, Justin Louder, Elizabeth Massengale for Cathy Duran, Pat McConnel, Garrett McKinnon, Alison Myhra, Bill Pasewark, David Roach, Brian Shannon, Brian Steele, Rob Stewart chair, Patricia Vitela, Janessa Walls, Brandon Weeks for Annette Hernandez, Vicki West

**Guests:** Kristopher Childs, Fanni Coward, Amiee Dixon, Brenda Martinez

**Action Items:**

1. Associate Deans are asked to solicit comments from area faculty and staff, particularly those staff members directly involved with diploma orders, concerning the proposal to print concentrations and tracks on diplomas on a per student or per program basis.
2. Associate Deans are asked to remind departments and schools to submit lists of terminal degrees other than the doctorate. Lists can go to Dr. Stewart or directly to Jessica Williams (jessica.m.williams@ttu.edu).

Stewart called the meeting to order and introduced the minutes from the September meeting. With no corrections or revisions suggested, Haq moved to accept the minutes as presented, Huffman seconded, and the motion was approved.

Durham DeCesaro discussed the proposal to print concentrations (or doctoral tracks) on diplomas. She indicated that doing so would meet requirements for many international students in their home countries, where the diploma is the official record. She said discussion had centered on whether to approve doing so on a per-student basis, or begin printing concentrations/tracks on a program basis. Martinez spoke to the logistics of both options. She said the recordkeeping difficulties of approving the printing on a per-student basis would be severe, mostly with regard to diploma reprints or additional copies. She said the Registrar's Office would have to record additional information somewhere. However, she said approving concentration printing on a program basis would mitigate this need, though the available "real estate" on diplomas might limit the options that could be printed. Martinez also added that printing concentrations raised the issue of whether such concentrations could be printed retroactively (i.e., could students who had already graduate request a diploma reprint with their concentration printed on the diploma). Durham DeCesaro asked Council members to consider

the issue for future discussion and gather feedback from their respective colleges. Haq said his preference was to offer the option on a university-wide basis rather than per-program. Durham DeCesaro said a vote would be called for during the November Academic Council meeting, and that the Provost's Office was recommending that individual students be accommodated for the forthcoming December graduation until such time as a new policy and the logistics thereof could be sorted out.

Prior to introducing new programs, Durham DeCesaro reminded Council members that for programs to be considered at Academic Council, all approvals prior to the Academic Council level in the Curriculog online curriculum management system should be finalized at least one week prior to that month's Council meeting. Meeting this deadline will allow Council members adequate time to review program proposals, which are more substantive than course proposals. Course proposals will continue to be accepted in Curriculog through the Friday prior to each Academic Council meeting.

With that said, she introduced the Undergraduate Certificate in Leadership Engagement. Akers said the new certificate program would be offered to a small cohort of students who would need to apply for admission. As part of the 12-credit-hour program, three new courses had been proposed through the online curriculum management system. Durham DeCesaro reminded Council members that because the program fell under the hours threshold required for THECB approval, a vote would not be needed to approve the program.

Coward discussed the new STEM concentration for the M.Ed. degree. She said the department was responding to market demands by growing the master's degrees offered, and that the new concentration would provide specific, application-focused training for K-12 STEM teachers. Because the concentration was being added to an existing degree, no vote was required for approval.

Pasewark discussed a proposed online M.S. in Marketing Research and Analytics degree. He said there had been a 19 percent increase in jobs in the area, so the new degree would meet market demands. He also added that students would not have to have an undergraduate business degree or a background in business in order to apply for admission to the program. After a brief discussion, Doerfert moved to approve the degree as proposed, Haq seconded, and the motion was approved.

In introducing course approvals, Durham DeCesaro clarified that the effective implementation date for AGLS 2307 to be added to the Core curriculum was fall 2018, and that ENGL 1301 was undergoing a modality and hour change only. After a brief discussion, Doerfert moved to approve the courses as proposed and clarified, Huffman seconded, and the motion was approved.

Durham DeCesaro noted that the THECB had approved the B.S. in Plant and Soil Science for online modality and to be offered at the Fredericksburg campus; had approved the M.B.A. in General Business online; and had approved a plan to create a Ph.D. in Heritage and Museum Sciences.

Durham DeCesaro also reminded Council members that submissions for courses to be added to the Core Curriculum are due October 20\*. The deadline will allow Core and Multicultural committees to review proposals and request changes in time for a full list of Core and Multicultural courses to be submitted to THECB in January. In doing so, she said the university hoped to have confirmation of Core and Multicultural Courses prior to catalog publication in April.

*\*Durham DeCesaro misspoke during the Council meeting and stated the deadline was October 19. The deadline is actually October 20.*

The Council heard an update on a proposal to revise commencement ceremonies at the university. Durham DeCesaro noted that the President's Office had declined an initial proposal that would have seen the university conducting a single commencement ceremony in May at Jones AT&T Stadium, mainly due to uncertainties regarding weather. Thus, the amended proposal is to keep the existing commencement ceremony structure for the remainder of the 2017-2018 academic year, but then to move to December and May ceremonies for the 2018-2019 academic year, with the August ceremony being terminated. She said the proposal would retain the existing structure of one graduate and three undergraduate ceremonies at both commencements. Dixon noted that expectations were that about 1,400 students would attend each of the three undergraduate ceremonies in May 2019, and that the proposal would require students to RSVP for the ceremonies in order to be allotted a capped number of tickets for family and friends to attend. In addition, individual recognition of names would be retained, but degrees and honors would be displayed on screen rather than vocalized. Durham DeCesaro said the Provost and President were seeking feedback on the revised proposal. She also said a recommendation had been made to select speakers from TTU faculty or staff, though there was as yet no proposal for how speakers would be selected. Lewis inquired about the elimination of the August ceremony, and Durham DeCesaro said the funds freed up by the elimination of that ceremony could be used to enhance the May and December ceremonies. She also added that of Big 12 peer institutions, only TCU continued to hold an August ceremony. Lewis also asked about the six-ticket limit, to which Dixon replied that the number could change. She said the final number would be calculated by taking the available seats in the Arena and dividing by the number of students taking part in each ceremony. Huffman recommended allowing graduates completing their degrees in August to elect to walk in the May ceremonies preceding that completion. The membership agreed and that suggestion has been added to the proposal.

Stewart announced that the SmartEvals electronic course evaluation system was going live for the fall 2017 semester.

Stewart also reminded Council members that the deadline for ordering textbooks for the spring 2018 semester was December 18, but that the Provost's Office would prefer if textbooks were ordered prior to advanced registration, which opens November 2.

He also provided an update on the plan to bolster enrollment for the summer 2018 semester, noting that a task force had been launched.

Stewart noted that the Operating Policy/Procedure (OP) that governs the third-year review process for tenure continues under discussion with the Faculty Senate. He said an element regarding a third-tier review by a TTU faculty member external to the candidate's home department was being ironed out. He said expectations are that the OP could be approved in time to take effect for the 2018-2019 academic year.

Stewart noted that the Provost's Taskforce on Faculty Success had been formed and held its first meeting. He noted that a key objective of the taskforce is to determine the need for mechanisms to better support faculty in their progress toward promotion, thinking particularly about newly tenured associate professors and their eventual promotion to full professor.

He also asked for departments to submit a list of terminal degrees other than the doctorate that qualify instructors to teach in their programs, as the Provost's Office was seeking to clarify what amounted to a terminal degree in various disciplines.

Finally, Stewart called for submission of nominations for the President's Excellence in Teaching Professorships and Excellence in Research Professorships. He reminded Council members that submissions should be submitted electronically in PDF format, and that they should be routed through department chairs and deans prior to submission to the Provost's Office.

With a call for other business raising no items, Stewart adjourned the meeting.