

**Texas Tech University
Academic Council**

**Meeting of March 19, 2019
1:30 PM, Library Room 309**

MINUTES

Present: Cindy Akers, Dennis Arnett, Todd Chambers, Lora Deahl, David Doerfert, Dottie Durband, Genevieve Durham DeCesaro, Kristi Gaines, Sheila Gray for Jamie Hansard, Greg Glaus, Saif Haq, Annette Hernandez, Sheila Hoover, Patrick Hughes, Jorge Iber, Darryl James, Michelle Kiser, Amy Koerber, Mitzi Lauderdale, Mellinee Lesley, Sean Lewis, Justin Louder, Brenda Martinez for Bobbie Brown, Garrett McKinnon, Tara Miller for Cathy Duran, Alison Myhra, David Roach, Jeralyn Schwartz for Pat McConnel, Brian Shannon, Emily Skidmore, Robert Stewart (presiding), Carol Sumner, Janessa Walls, Vicki West, Aliza Wong

Guests: Kymberli Saldana

Action Items:

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| <ol style="list-style-type: none">1. Associate Deans are asked to remind department chairs and degree program coordinators to use Curriculog process 2.5 to launch proposals for changes to 2019-2020 Communication Literacy plans.2. Associate Deans are asked to share the additions to the core and multicultural curriculum with academic units, making a point to notify academic advisers directly.3. Associate Deans are asked to continue to consider the issue of catalog years, majors, and minors, sending any new comments to Vice Provost Durham DeCesaro on or before April 1st.4. Associate Deans are asked to contact Vice Provost Hughes with comments, questions, or additional interest related to the EAB training described in the minutes.5. Associate Deans are asked to remind academic units of the April 3 due date for placing orders for course materials for Summer 2019 and Fall 2019 terms. |
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Stewart called the meeting to order and introduced the minutes from the February meeting. Hearing no calls for corrections or revisions, Haq moved to approve the minutes as presented, Akers seconded, and the motion was approved.

McKinnon submitted a summary of course proposals. A question was raised about item 14 (a proposal to change the number of HIST 4396 to HIST 4696); Roach noted that the hours had been increased previously, but the course number had not been changed to reflect the additional credit hours awarded for the course. Hernandez made a motion to remove item 38 (a proposal to change the hours and activity type of IE 3244) from the table, Chambers seconded, and the motion was approved. After a brief discussion, Hernandez clarified that the College of Engineering did not wish to change the credit hours for the course, but only wanted to add a non-credit lab. Stewart noted a correction to the proposed hours for item 33 (a proposal to add a discussion section to PHIL 2310), making the hours 3:2:1:0. Finally, McKinnon asked Roach if he could clarify the intended credit hours for item 16 (a proposal to add KOR 1501; Roach confirmed via email that the course was intended to be 5 credit hours). Durham DeCesaro noted

that the course could be approved pending clarification. Haq moved to approve all courses as corrected and clarified, Chambers seconded, and the motion was approved. Also approved though not included in the program proposals was a proposal from the Honors College to make a curricular change to the Honors Arts and Letters undergraduate degree.

Durham DeCesaro presented a summary of program proposals:

- A phase out of the graduate certificate in Addictions and the Family.
- A reduction in required SCH for the B.S. in Multidisciplinary Science to 120 hours from 125.
- Modality changes for the B.S. in Multidisciplinary Studies (taught on the Waco campus).
- Modality changes to the Middle Level Math and Secondary Level math concentrations in the B.S. in Multidisciplinary Studies (to be taught online).
- A proposed undergraduate certificate in Commercial Banking.
- A phase out of the graduate certificate in Finance.

Doerfert moved to approve the programs as proposed, Deahl seconded, and the motion was approved.

Durham DeCesaro launched a discussion on revision to the policy on major and minor catalog years. She noted that situations had arisen where students had declared a catalog year for a major, but only opted to declare a minor in subsequent years, putting the major and minor in different catalog years. The proposed policy would allow students to maintain a single catalog year, but colleges could allow students to make substitutions to minor requirements from later catalogs. After a lengthy discussion, the Council opted by acclamation to revisit the proposed policy at a later date.

The Council heard a number of information items:

- Proposed curricular changes to the B.A. in Music, the B.A. in Interdisciplinary Arts Studies, the B.M. (Teacher Certification concentrations), and the B.M. (performance concentrations).
- New graduate minors in Nutritional Sciences for both master's and Ph.D. students.
- Proposed curricular changes to the B.A. in Honors Arts and Letters.

Durham DeCesaro noted a new Curriculum Process (2.5) designed specifically for making changes to 2019-2020 Communication Literacy plans. She also noted that THECB had approved additions to the university's core curriculum and reminded those in attendance that the core attributes were not retroactive and would only be applied to courses beginning with the Fall 2019 term.

Hughes noted his office was gauging interest in follow-up workshops to the EAB presentation on the Faculty Role in Student Success presented earlier. He said his office was prepared to develop tutorial-style workshops on the topic if sufficient faculty interest existed.

Louder discussed the Higher Education Regional Councils requirements for reporting off-campus instruction. He said any face-to-face instruction offered off-campus anywhere in the state of Texas, but other than the University's approved regional sites, needed to be reported. He noted that courses conducted out-of-state and internationally were not required to be reported, nor were internships, externships, practicums, etc. that did not involve face-to-face instruction.

Stewart reminded those in attendance that April 3 was the due date for placing orders for course materials for Summer 2019 and Fall 2019 terms. He noted that any changes to existing orders

should be made no later than May 4. A memo to department chairs and associate deans is to follow.

McKinnon reminded those in attendance that the deadline for making changes to the printed catalog was March 27, and that the electronic catalog would go live April 1 (though changes could be made to the electronic catalog subsequent to its publication).

Sumner called for nominations to the Phenomenal Women of Texas Tech. Women recognized through the program would be spotlighted on the Division of Diversity, Equity & Inclusion's website as part of Women's Month.

Durham DeCesaro noted that THECB updates had been emailed to the appropriate colleges, and that the Burkhart Center for Autism in the College of Education had received a \$300,000 grant.

With no additional business raised, Stewart adjourned the meeting.