

**Texas Tech University
Academic Council**

**Meeting of November 15, 2022
1:30 PM, TLPDC 151 and via Zoom
Attendance**

Present: Kathy Austin, Nurcan Bac, Andrea Bilkey, Shane Blum, Stefanie Borst, Bobbie Brown, Deedee Brown-Campbell, Michael Carter (for Pat McConnel) Robert Cox, Debbie Davis, Mayukh Dass, Dottie Durband, Genevieve Durham DeCesaro, Kristi Gaines, Heather Greenhalgh-Spencer, Lindsay Hollowell, Kaelene Hansen, Melanie Hart, Bret Hendricks, Raegan Higgins, Wendy-Adele Humphrey, Catherine Jai, Darryl James (Chair), Rodney Lackey, Mitzi Lauderdale, Brenda Martinez, Kuhn Park, Austin Phillips, Pradip Sahu, Sarah Schwintz, Brian Shannon, Jaeki Song, Carol Sumner, Amelia Talley, Suzanne Tapp, Clay Taylor, Elizabeth Trejos-Castillo, Dino Villegas, and Lesley Washington.

Action Items:

1. None.

James called the meeting to order by presenting the September and October minutes. With no discussion, Talley moved to approve the September minutes, Cox seconded, and the minutes were approved. Then Gaines moved to approve the October minutes, Durband seconded, and the October minutes were approved as well.

Hollowell then introduced the summary of course proposals, beginning with the voting items. Lackey asked about item 4, SOC 2380, which is currently being offered as a 3000-level special topics course. Because students have likely already registered for the course for the summer term, the effective term will likely be moved forward to fall 2023 to avoid conflicts with the current course. Hollowell will confirm. Bac then expressed concern for the number of prerequisites required for WE 4310. Borst said she would pass the message along. With no further discussion, Greenhalgh-Spencer moved to approve the courses as presented. Cox seconded, and the courses were approved. Hollowell then highlighted the informational items.

Next, Hollowell introduced the program proposals, beginning with the voting items. The first was a new Master of Science degree in Animal Health and Industry. The second was a deletion of the Communication for Center Directors at Institutions of Higher Education graduate certificate. Dass moved to approve the two proposals, Brown seconded, and the programs were approved. Hollowell then introduced the informational items, which consisted of curricular changes for the Psychological Sciences, B.S. and the International Business undergraduate certificate.

For the next item of business, Hollowell reintroduced the revised calendars for 2024 through 2027 to include the Juneteenth holiday. Hollowell corrected her statement from the October meeting about Juneteenth affecting the winter holidays. Per HR, adding the Juneteenth holiday in the summer will remove a holiday day during winter break in many years, to include 2023. Hollowell also added that the Board of Regents approves holidays in May, prior to the start of the academic year, so her office will update the detailed calendar to include staff holidays once they are approved.

Hallowell then reintroduced the 2028 calendar for approval. Dass mentioned that the 2023-24 calendar is not available on the Official Publications website. Hallowell pointed out that the detailed calendar is published online in February each year. However, Hallowell offered to publish the planning calendars on the website as had been done historically. James offered to check with the Provost to ensure there is no objection. Talley then asked if we could change the color of the faculty on duty circle so it is easier to see against the red class days. Hallowell said she would make that change. With no other discussion, James called for a motion. Shannon moved, Dass seconded, and the calendars were approved.

For the next item of business, Martinez gave an update on the new registration time ticket structure. Anecdotal evidence shows an overall improvement in student registration with minimal technical errors compared to previous years. Phillips concurred that the students appear to be having a good experience with the new structure.

Next, Brown gave a FERPA update. There is currently a large percentage of faculty who have not completed FERPA training, and there has also been an increase in FERPA violations. The Office of the Registrar will begin sending out tailored messaging to get the remaining faculty members to complete the training through the Cornerstone platform. Lauderdale added that faculty will have the potential to access all student records through the new Raider Success Hub in spring 2023, so it is important to keep faculty in compliance with FERPA training. Brown pointed out that retraining is required every two years, and when it lapses, faculty and advisors will lose access to student records.

For the next item of business, James gave an overview of upcoming changes from the Texas Higher Education Coordinating Board (THECB), which will be effective September 1, 2023. The main item of note is that notification of any new degree program, regardless of level or anticipated cost, must be submitted to the THECB at least one year in advance of the proposed start date. James encouraged colleges to submit notification to the THECB as soon as they are interested in offering a program. Another change is that the previous requirement that institutions provide a 30-day notification to other local institutions within 50 miles of any new degree program is going away. Now, THECB will send notifications to all public institutions in the state. Any objections are to be handled between the institutions, and the THECB will intervene if an amicable solution cannot be found within a period of time, which he thinks is one year.

Another change is that the previous certificate hour threshold requiring THECB approval is going away. The new policy will require notification for every undergraduate and graduate certificate, regardless of the number of hours. James added that there will not be a formal review of certificates, rather the THECB will be a repository of all TTU's certificates going forward. James also pointed out that the Provost is considering the implications of opening up undergraduate certificates to non-degree-seeking students. If this happens, the full Institutional Effectiveness process will be required for those undergraduate certificates.

James asked for items of other business. Mitzi asked to revisit the proposal to allow foreign language courses to count for other degree requirements, which had been presented at the October Council meeting. Mitzi reminded the Council that the following language is proposed to be deleted from the catalog, effective immediately: "Students who take first-year courses to satisfy the foreign language graduation requirement may not use those courses to satisfy any other specified university degree requirements. Hours in the required first-year level languages courses may count toward free elective hours included in any baccalaureate degree." With no discussion, James called for a motion. Greenhalgh-Spencer moved, Cox seconded, and the motion carried.

James asked for announcements. Brown noted that final grading is fast approaching.

James announced that Todd Chambers is joining the Provost Office team as the Assistant Vice Provost for Academic & Career Advising.

Hearing no other announcements, James called for a motion to adjourn. Brown moved, Talley and others seconded, and the meeting was adjourned.