

**Texas Tech University
Academic Council**

**Meeting of September 19, 2023
1:30 PM, TLPDC, Room 151 and via Zoom**

Attendance

Present: Kathy Austin, Nurcan Bac, Andrea Bilkey, Stefanie Borst, Todd Chambers, Christiana Christofides, Robert Cox, Mayukh Dass, Debbie Davis, Dottie Durband, Genevieve Durham DeCesaro, Stephen Ekwaro-Osire, Heather Greenhalgh-Spencer, Lindsay Hallowell, Bret Hendricks, Jorge Iber, Darryl James (Chair), Amy Koerber, Rodney Lackey, Mitzi Lauderdale, Ryan Litsey, Elizabeth Massengale, Brenda Martinez, Pat McConnel, Narissra Punyanunt-Carter, Payton Bourquin (for Joel Rivero), Pradip Sahu, Kymberli Saldaña, Sarah Schwintz, Brian Shannon, Amelia Talley, Clay Taylor, Elizabeth Trejos-Castillo, Dino Villegas, Janessa Walls, Ivy Walz, and Stephanie West.

Guest: Rebecca Breeden

Action Items:

1. Associate deans are asked to consider serving on a committee to craft specific language to clearly communicate student requirements pertaining to hybrid and online modalities. Interested members are encouraged to email Darryl James.
2. Associate deans are asked to submit updates on the following web page when their areas have administrative changes: [College Administration | Office of the Provost | TTU](#).

James called the meeting to order by introducing the minutes from the August meeting. Hearing no discussion, James called for a motion. Greenhalgh-Spencer moved, Cox seconded, and the minutes were approved.

James then invited new members to introduce themselves. Ivy Walz is a new associate dean in the Talkington College of Visual & Performing Arts. Payton Bourquin is the Director of Academics representing the Student Government Association.

For the next item of business, Hallowell introduced the summary of course proposals, beginning with the voting items. With no discussion, James called for a motion. Schwintz moved, Bac seconded, and the course proposals were approved. Hallowell then highlighted the informational items. James reminded Council members that prerequisite changes that may affect students in other majors should be discussed with those colleges.

Next, Hallowell introduced the program proposals, beginning with the voting items. Durband requested to table items 1-3 and 5-8 pending discussions between Human Sciences and Education. The remaining new program proposals were for a new accelerated bachelor's to master's program in Family and Consumer Sciences Education and a new graduate certificate in Music Theory Pedagogy. The next voting item was a proposal to change the title of the Geography undergraduate minor to Geography and the Environment. The next three voting items were to add hybrid modalities to the Bachelor of Science in Kinesiology as well as Sport Management, and the Bachelor of Arts in Psychology.

James reminded Council members that all certificates now must be submitted to the THECB for notification regardless of the number of hours. He added that we are waiting for the THECB to clarify the credentials of value for the various types of new programs we are submitting to the state.

James also added that as of December 1, many rules at the state level are changing. One specific area that is changing relates to the definitions for online and hybrid. The current definitions of 100% online, fully online, and hybrid are being changed to just 100% online and hybrid. James will send additional information to Council members about what to do if programs have the potential to offer more than 50% of the credit hours online. He added that we need to clearly articulate to students what hybrid and 100% online mean in their degree programs.

With no additional discussion of the voting items, James called for a motion for items 4, 9, and 10-13. Talley moved, Dass seconded, and the programs were approved. Hallowell then introduced the one informational item, which was a curricular change to the Energy Business M.B.A. concentration.

For the next item of business, Martinez introduced the list of clinical year (4th year) courses for the School of Veterinary Medicine. The first cohort will begin the clinical year in May 2024, and they will hopefully graduate in May 2025. James clarified that it is a professional program, so they do not go through the Graduate School. James called for a motion to approve the courses. Shannon moved, Hendricks seconded. James added that because the SVM does not have a teaching hospital, they are sending their students across the state to fulfill their clinical year. This creates complications in terms of zip codes and billing. Greenhalgh-Spencer asked if any of these courses overlap with the SVM courses that are part of the Ph.D. program, and James clarified that these courses are for the professional D.V.M. program. With no further discussion, the Council voted, and the courses were approved.

For the next item of business, Lauderdale presented a proposal to revise the procedure for administering and grading CLEP exams for ENGL 1301 and ENGL 1302. The current procedure includes a departmental essay to be graded by the Writing Center. The proposed procedure will remove that departmental component and have the entire exam provided and graded by the College Board. Talley asked what would happen if a student had been planning to take the test based on the current process. Lauderdale explained that anything planned ahead of time will be honored so as not to negatively affect the students. Lauderdale added that students need to be aware of the timing of taking CLEP exams in order to get the scores back in time for graduation. James called for a motion. Greenhalgh-Spencer moved, Cox seconded, and the motion carried.

For the next item of business, Lauderdale explained that various Global Distribution lists are being updated and consolidated, to include Academic Council (academic.council@ttu.edu), TTU Chairs Directors Area Coordinators (dept.chairs@ttu.edu), and Associate Deans (associate.deans@ttu.edu), with the addition of the Associate Deans Council (associatedeanscouncil@ttu.edu). There is also a new list for Vice Provosts (viceprovosts@ttu.edu). Durham DeCesaro added that the correct list will auto populate when typing the name into the address bar. Lauderdale mentioned that everyone included in these lists has been preapproved. She then requested for Council members to submit any changes in administration to the Office of the Provost web page [here](#) to make sure these lists stay up to date.

James mentioned that any questions regarding the new legislative guidance can be directed to Durham DeCesaro.

James asked for items of other business. Sahu mentioned that an email has been sent out regarding research staff who are involved in instruction but do not have access in Banner. James added that IPEDS allows us to count research staff who are involved in instruction but who are not instructors of record in our faculty to student workloads. Any questions regarding the new workload application can be directed to Sahu.

James then asked for announcements. Hallowell mentioned that Official Publications has hired a new full-time employee to manage Curriculog. Rebecca Breeden will be the new contact for Curriculog support questions going forward, and the department has set up a new email to forward Curriculog requests to: officialpubs.curriculog@ttu.edu.

James mentioned that we will be making changes to Curriculog regarding the definitions for online and hybrid modalities. The THECB has not made a decision on what they will do with the new hybrid program definition and the currently approved hybrid or fully online programs. He added that, per the THECB, a program that has been approved as 100% online is also automatically allowed to be hybrid. The Council discussed the implications of students pursuing 100% online programs that have requirements or expectations to visit the Lubbock campus for various activities. Taylor and James agreed that it is vital to communicate to students what the expectations are within the requirements of each program.

As an announcement, Lauderdale brought to the Council members' attention the messaging that had been sent out regarding the campus closure for the Thursday night football game on November 2 and the date change for the Carol of Lights from Friday to Saturday. Operations will send out additional details as these events get closer. Durham DeCesaro added that if there are activities that will be significantly impacted by the Thursday closure, those departments can contact Lauderdale. Litsey added that the Library parking lot is a tailgating parking lot, so the Library will only be open until halftime and will have limited staffing.

Greenhalgh-Spencer asked about the messaging that will go out to students regarding the campus closure and cancelled classes and whether it will include information on synchronous online classes that meet during the closure. Lauderdale said she would find out and requested for any other questions to be directed to her.

In another announcement, Taylor mentioned that the industry certificate program has been launched. There are currently between 600 and 700 students enrolled so far, but the goal is around 3,000 students. Taylor asked for Council members to share this program with their advisors to pass along to their students. Students having trouble registering can contact either Taylor or Bonnie Cordell.

With no further announcements, James called for a motion to adjourn the meeting. Cox motioned, and the meeting was adjourned.