

**Texas Tech University  
Academic Council**

**Meeting of January 16, 2024  
1:30 PM, TLPDC, Room 151 and via Zoom**

**Attendance**

**Present:** Cindy Akers, Nurcan Bac, Andrea Bilkey, Stefanie Borst, Ashlee Brown, Bobbie Brown, Chad Cain, Todd Chambers, Christiana Christofides, John Dascanio, Robert Cox, Debbie Davis, Genevieve Durham DeCesaro, Dottie Durband, Stephen Ekwaro-Osire, Kristi Gaines, Heather Greenhalgh-Spencer, Matt Gregory, Lindsay Hallowell, Kaelene Hansen, Jennifer Hughes, Wendy-Adele Humphrey, Darryl James (Chair), Amy Koerber, Rodney Lackey, Mitzi Lauderdale, Ryan Litsey, Brenda Martinez, Pat McConnel, Kuhn Park, Paul Ruiz, Kymberli Saldaña, Preston Schmid (for Joel Rivero), Sarah Schwintz, Brian Shannon, Kamau Siwatu, Elizabeth Trejos-Castillo, Dino Villegas, Janessa Walls, and Stephanie West.

**Guests:** Jason Hale, Rachel Jackson, Tara Miller, Robin Straley, and Brian Still.

**Action Items:**

1. None.

James called the meeting to order by introducing Jason Hale. Hale explained that Enrollment Management has been reviewing TTU's partnership with South Plains College (SPC), specifically the Texan to Red Raider program, which never functioned how it was intended. Now, Enrollment Management is revamping the program to be a dual enrollment program, meaning students intending to eventually transfer to TTU will be able to take courses for their intended TTU program while they are enrolled at SPC. To make this work, students must be enrolled as non-degree seeking students so they will be eligible for scholarships when they transfer to TTU. However, through a practice run, they found that many courses were restricted to degree-seeking students.

Hale's proposal is to put a formal process in place to allow these specific non-degree seeking students to be able to register for those restricted courses. Hale said the program has the potential to be very large, as we enroll around 300 students every fall from SPC. Chambers asked where advising would be housed. Hale explained that TTU advisors would be involved, but the main point of advising would be via Pre-Transfer Advising at SPC. Lauderdale recommended for Hale to work with each college to identify a list of courses. James asked how potential students would know what courses would be available to register for? Hale mentioned they could designate a spot on the Texan to Red Raider website. James said the next step would be for Hale to reach out to associate deans.

Next, James introduced the minutes from the December meeting. Hearing no discussion, James called for a motion. Greenhalgh-Spencer moved, Bac seconded, and the minutes were approved.

For the next item of business, Hallowell introduced the summary of course proposals, beginning with the voting items. Hearing no discussion, James called for a motion. Cox moved, Davis seconded, and the courses were approved. Hallowell then highlighted the informational items.

Next, Hallowell introduced the program proposals, which were all hybrid modality additions. With no discussion, Brown moved to approve the proposals, Villegas seconded, and the motion carried.

For the next item of business, Still introduced a new OP 30.10 to govern the conversion of non-credit coursework to credit-bearing coursework. The options for credit are continuing education units, prior learning credits, and micro-credentials. The process will allow up to 9 hours of prior learning and 12 hours micro-credential units of conversion for undergraduate credits and 6 hours for graduate credit. Departments control how they accept and evaluate credit. Still added that departments developing new micro-credentials must go through Curriculog to create the program, but existing courses being converted into micro-credentials do not need to go through the Curriculog process. Finally, Still explained that because these will convert to TTU credits, in some instances a course might need to be created as a placeholder for that credit. James added that we are not currently accredited for competency-based education, but after our SACSCOC review, if competency-based education is a goal, we can apply for it. With no further discussion, James called for a motion. Cox moved, Villegas seconded, and the OP was approved.

Next, Rachel Jackson explained a change in the student withdrawal process. The current process includes a 72-hour hold after a student initiates a withdrawal before the withdrawal application is processed. The 72-hour hold created frustration, so going forward, all withdrawal applications will be processed within one business day. However, students will have 3 business days to reverse the decision.

Bobbie Brown and Robin Straley continued with the next item of business, which was an update on TSI courses. The rule has been that grades of C were required to bypass TSI courses; however, Brown pointed out that grades of D are allowed for transfer courses. Therefore, it was proposed to align the TSI requirement to a grade of D, which is deemed passing. James asked how that would affect programs that require grades of C or better. Lauderdale explained that the student would be lacking their degree requirements, but they would not be TSI liable. James called for a vote. Brown moved, Schwintz seconded, and the new policy was approved.

For the next item of business, Tara Miller explained that the PADR program is not serving students in the way it was intended. Currently, students perpetually take PADR courses until they pass them. The proposed changes to OP 34.07 will put the PADR process back in the colleges' hands. James called for a motion. Iber moved, Cox seconded, and the motion carried.

Next, Miller explained that per OP 34.29, students were administratively withdrawn from the university when they were non-compliant with TSI and PADR requirements. Revisions to the OP highlight the change from non-compliance with TSI and PADR requirements to non-compliance with an academic recovery plan. Chambers asked how students are notified that they are being placed in PADR. Brown said that it is a college process, but the usual trigger is a student returning from suspension. James asked how this process is recorded and accessed from a reporting standpoint without having to contact each college. Brown suggested advisors writing academic recovery plans in Raider Success Hub to record it. Shannon recommended a revision to change the word "purpose" to "reason" in the following sentence: "Students withdrawn for this purpose are not eligible for refunds." Another recommended change was to exclude professional programs, as they have their own processes. With no further revisions, James called for a motion to approve the proposed revisions to OP 34.29 with amendments. Brown moved, Iber seconded, and the changes were approved.

In other business, Hallowell mentioned that catalog edits are due Friday and asked Council members to have their departments submit any program changes via Curriculog.

For announcements, Chambers mentioned that the Center for Advising Excellence will offer workshops in February and March. One topic will be Mental Health First Aid. Chambers added that they have received travel funding for the advising community. More information will be sent out February 1. Ekwaro-Osire mentioned that it would be good to include career advisors in the email.

In another announcement, Lauderdale asked Jackson to give an update on Raider Success Hub (RSH) Summit. We are approaching the one-year anniversary of the Raider Success Hub, and the Success Summit will be February 21 in the SUB, and everyone is encouraged to attend.

Ekwaro-Osire said a faculty member asked why they should put information in RSH if it is already in Blackboard. Jackson said Blackboard and RSH are connected in a limited way in terms of academics, to include attendance and in-progress grades. Jackson said that a faculty can put any major concerns about a student that may not be represented in their grades or attendance into RSH, and that student's success specialist can see that concern and use it for a broader picture discussion with the student. Lauderdale added that the most beneficial conversations start with success specialists asking students "How are you doing?" when they notice negative patterns.

Next, James mentioned that a request has been submitted by the SGA for a 2-day fall break, so discussions about that are ongoing. The faculty on-duty date is August 19, and that is all we know for now. We hope to have a definitive answer within the next month or two.

James then added that the Texas Administrative Code states that 45 hours of instructional time are required. We are currently around 41 hours for most fall semesters, and some other universities are as well. We are concerned about being so far under the requirement and are looking into the implications of that.

With no items of other business or announcements, Greenhalgh-Spencer moved to adjourn the meeting.