

**ACADEMIC COUNCIL**  
Texas Tech University

Meeting of  
**June 16, 2015**

**MINUTES**

**Present:** Cindy Akers, Bobbie Brown, Claudia Cogliser, Genevieve Durham DeCesaro, Keith Dye, Stephen Ekwaro-Osire, Sheila Gray for Ethan Logan, Melanie Hart, Sheila Hoover, Lynn Huffman, Peggy Johnson, Michelle Kiser, Mitzi Lauderdale, Robin Lock, Justin Louder, Andrew Martin, Randy McBee, Pat McConnel, Garrett McKinnon, Ben Montecillo, Audra Morse, Alison Myhra, Catherine Parsonault, David Roach, Brian Shannon, Brian Steele, Rob Stewart chair, Kevin Stoker, Susan Tomlinson, Vicki West, Janessa Walls

Guests: Dale Ganus, Sam Jackson, Jay Killough, Jeremy Mason, Brenda Martinez, Achim Weber

Durham DeCesaro called the meeting to order and reviewed the minutes from the May Academic Council meeting. With no corrections or revisions suggested, the minutes were approved by acclamation.

McKinnon presented the course approvals for June. With no corrections or revisions suggested, Roach motioned that the courses be approved as submitted, Johnson seconded, and the motion was approved.

McKinnon also presented the proposed academic calendar for the 2020 calendar year. (Note: Subsequent to the meeting, an error was discovered in the calendar, and an updated calendar was distributed via email to the council members.)

McKinnon also noted that a new course approval form had been created, with a field reflecting whether or not a course change would apply to a core curriculum. He urged those present to spread the word to faculty and staff to utilize the updated form whenever possible.

Louder requested volunteers for a committee developing policies for captioning online lecture videos. He said the group would work over the summer to develop such policies, and also noted that Texas Tech University was ahead of many peer institutions on developing a policy for captioning.

Louder also discussed out-of-state internships and noted that internships were not authorized in all states. He requested that individual colleges discuss out-of-state internships with Worldwide eLearning before offering, and said that a list of states not authorized for internships was on the eLearning website.

Hart discussed the creation of external sites by colleges and reminded council members that ANY classes outside Lubbock (physical or virtual, national or international) must be discussed with Worldwide eLearning and approved prior to being offered. She also noted that some sites require SACSCOC notification, while others require THECB notification. She added that the policy did not apply to Study Abroad programs.

Durham DeCesaro discussed proposed change to the prerequisites for CHEM 1307. While changes to the prerequisites were approved previously and published in the 2015-2016 online catalog, with an additional math prerequisite added, Akers noted that the math prerequisite was negatively affecting students in the College of Agricultural Sciences and Natural Resources who hoped to apply to veterinary programs at other institutions. The addition of the math prerequisite was keeping students off schedule in their curriculum programs, but she noted that the math requirement would work as a corequisite. Joakim indicated that the Chemistry department would abide by the standards published in the printed 2015-2016 catalog, which maintained the previous prerequisites. Durham DeCesaro called for an additional meeting of the principals involved to continue the discussion of the course's prerequisites.

Durham DeCesaro also discussed a notification of a name change, with the minor in Exercise and Sport Science changing to a minor in Kinesiology. Roach noted that the change would unify the department's identity, and would take effect for the Fall 2015 semester.

Durham DeCesaro presented a proposed timeline that would outline when committees were scheduled to meet during the 2015-2016 academic year and inform colleges and departments of the deadlines for proposal submissions in order for the proposals to be considered at subsequent Academic Council meetings. She requested that colleges and departments review the proposal and request clarifications.

Martinez discussed the XE Faculty Grading platform report, and noted that Texas Tech University was one of the first schools in the country to go live with the system. She noted that faculty had reported some "growing pains" with the platform, and submitted a report that outlined issues faculty had raised regarding the system, along with the attempted fixes. She said that the system was functional, but that its ease of use needed improving.

Durham DeCesaro discussed a proposal to update the diploma hold and graduation policies in the catalog, with an aim to having finalized language available in time for inclusion in the 2016-2017 catalog. Huffman moved to approve the updated diploma hold policy, Akers seconded, and the motion was approved. After further discussion regarding the graduation "walk" policy, Durham DeCesaro suggested changing the policy so that students with "no more than four credit hours or a single course" could be included in a commencement ceremony. She invited colleges to

consider the revised language and that the policy would be considered during the July Academic Council meeting.

Durham DeCesaro announced a moratorium on creating Writing Intensive courses due to the forthcoming introduction of the QEP that would focus on communication as a whole. She noted that future courses would be labeled "Communication Intensive" as part of that QEP.

In other business:

- Stewart noted his appreciation for Peggy Johnson, noting that she was retiring at the end of the month.
- Johnson announced that Melanie Leslie would be her replacement at Academic Council.
- Hart announced that the Provost's office was recruiting teams to participate in the Heart Walk scheduled for October.

With no further business, Stewart adjourned the meeting.