

**ACADEMIC COUNCIL**  
Texas Tech University

Meeting of  
**February 18, 2014**  
**MINUTES**

**Present:** Mary Francis Agnello, Stefanie Borst, Adrienne Carnes, Cathy Duran, Keith Dye, Clifton Ellis, Cliff Fedler, Ryan Gibbs, Paul Goebel, Jarod Gonzalez, Melanie Hart, Bob Henry, Sheila Hoover, Lynn Huffman, Jorge Iber, Peggy Johnson, Ramona Johnson for Cindy Akers, Michelle Kiser, Mitzi Lauderdale, Robin Lock, Ethan Logan, Justin Louder, Andrew Martin, Felicia Martin, Brenda Martinez for Bobbie Brown, Randy McBee, Garrett McKinnon, Sally Post, Brian Shannon, Brian Steele, Rob Stewart (chair), Kevin Stoker, Roger Terry for Vicky West, Susan Tomlinson, Janessa Walls, Anna Young

**Guests:** Shannon Followill, Raul Galvan, Nicci Price, Becky Wilson

Stewart presented the minutes of the January 21, 2014 meeting. After a brief discussion, the first item of other business was amended to read:

- Hart requested to be informed if a college wants to offer a concentration for the B.U.S. or B.G.S. degrees, including programs offered via distance learning or at regional sites.

Subsequent to this correction, the minutes were approved by acclamation.

Galvan from the U.S. Department of Education spoke briefly regarding the institution's role in Title IV compliance. He reminded those in attendance of the faculty's role in reporting requirements for federal financial aid, and the deadline for said reporting.

Johnson presented a proposal from the College of Education regarding the creation of a Department of Teacher Education. This department would free the college's Department of Curriculum and Instruction to focus on graduate-level programs. After concerns were raised by the faculty senate, Johnson requested that the item be removed from the agenda pending further internal meetings and discussion by college administrators and faculty, and Stewart tabled the item.

Johnson presented a proposal by the College of Education to offer a M.Ed. program via distance learning. Louder reported that the proposal had been vetted by the Distance and Learning committee. Stoker motioned that the proposal be accepted, Morris seconded, and the motion was approved.

Huffman presented a request from the College of Human Sciences to add one hour to graduate degrees offered by the Department of Design. The extra one-hour course is intended to familiarize students with the program, its requirements, and faculty. Fedler

moved that the proposal be accepted, Lauderdale seconded, and the motion was approved.

The College of Arts and Sciences intended to submit a proposal for a new interdisciplinary minor in Book History and Digital Humanities. However, the college's representative was unable to attend the meeting to discuss the proposal, and Stewart tabled the item.

McKinnon presented the course approval summary. The course description for MUSI 5306 was clarified, as was the repeatable hours nature of THA 5340 and other courses. Fedler proposed that colleges use a subtitle for courses that can be repeated so student transcripts reflect that repeated courses vary in nature and scope, and are not simply repeats of previously covered material or experiences. The council also discussed the nature of tandem graduate/undergraduate courses proposed by Visual and Performing Arts (i.e. THA 4319/THA 5319 and THA 4340/THA 5340), with Henry demonstrating that the graduate portion of these tandem courses was progressively more advanced than the undergraduate portion, in accordance with accreditation standards. After all discussion was finished, Huffman moved that the course approvals be approved as clarified, Agnello seconded, and the motion was approved.

Stoker presented a few of the actions taken by the ad hoc tandem course subcommittee formed during the January 21, 2014 meeting. One action the subcommittee undertook was the updating of the university's course approval form to include a field where colleges can indicate if a course is to be conducted in tandem with another course and, if so, a tandem course justification that will allow the council to review. Additionally, Stoker reported that work is underway to update TTU Op Policies regarding the offering of tandem courses to ensure that progressively more advanced standards are required of graduate students in these courses.

Stewart on behalf of Elbow advised associate deans of a forthcoming email requesting syllabi for writing intensive courses, as the Provost's office is set to begin reviewing the contents of these courses to ensure they meet "writing intensive" parameters.

Price discussed the minimum SCH for graduating with honors, which was lowered to 40% during the December 17, 2013 council meeting. However, Price requested further clarification regarding the implementation timeline of the change, whether or not transfer hours are to be included, and if TTU-equivalent CLEP, AP, or dual-credit hours will apply. After some discussion, Price indicated that she will meet with Elbow to clarify the issues.

Other business:

- Logan requested a revision to the ApplyTexas common application portal for TTU. Currently, potential applicants enter their desired college first, then major. The request would allow students to first select their desired major, then associated college. Logan indicated he would bring samples of the revised portal to the March council meeting.

- Henry announced that the School of Music had approved a Jazz concentration for the Master of Music degree.
- Pasewark announced that Rawls College of Business was proposing a pair of dual degrees in association with the Graduate School of Biomedical Sciences at TTUHSC, a dual M.B.A./M.S. and M.B.A/Ph.D. The degrees will involve no new programs or courses. Fedler moved that the proposal be accepted as presented, Goebel seconded, and the motion was approved.
- Pasewark also announced the proposal by RCOB of a new data analytics graduate certificate that will utilize existing courses. Lock motioned that the proposal be accepted, Huffman seconded, and the motion was approved.
- Louder informed the council that the Blackboard cellphone/tablet app does not support exams, quizzes, or assignment submission, and faculty should advise students to avoid performing those tasks via mobile platforms.
- Price announced that associate deans should have received the Registrar's analysis of the 40-hour rule for junior/senior-level courses for their college. She asked that any questions be directed to her.
- Fedler proposed the deletion of an equine-assisted mental health graduate certificate, as the faculty member in charge of the program is no longer with the university. An undergraduate-level program will remain extant. Johnson motioned that the proposal be accepted, Morris seconded, and the motion was approved.
- McKinnon reminded all in attendance that any course changes intended to appear in the 2014-2014 printed Catalog must be submitted prior to the March Academic Council meeting.