

ACADEMIC COUNCIL
Texas Tech University

Meeting of
February 16, 2016

MINUTES

Present: Kathy Austin, Bobbie Brown, Adrienne Carnes, Mike Carter for Pat McConnel, Todd Chambers, David Doerfert, Cathy Duran, Genevieve Durham DeCesaro, Keith Dye, Ryan Gibbs, Melanie Hart, Sheila Hoover, Lynn Huffman, Darryl James, Michelle Kiser, Mitzi Lauderdale, Savannah Leonard for Cindy Akers, Robin Lock, Ethan Logan, Justin Louder, Felicia Martin, Randy McBee, Garrett McKinnon, Jeffrey Mercer, Audra Morse, Alison Myhra, William Pasewark, Elizabeth Paulk, Seshadri Ramkimar, David Roach, Rob Stewart chair, Kevin Stoker, Patricia Vitela, Janessa Walls, Aliza Wong

Guests: Brenda Martinez, Michael Henry, Chris Pattison, Elizabeth Sharp, Andrew Swift

Stewart called the meeting to order and introduced Sharp and Henry, who presented a draft syllabus statement regarding Title IX. Henry noted the statement was developed in order to provide a compliance element and replaced an unsanctioned statement provided in January 2015. The new statement included 24-hour helpline resources. Sharp noted that the new statement would be optional for faculty to place on their syllabi. Discussion ensued, during which a suggestion was made to revise the proposed title (which was "TTU Resources for a Safe Campus"), as the title could also be denoted as including information regarding shootings, weather emergencies, etc. A request was also made to define Title IX, as many college students would not understand the regulation.

The minutes from the January meeting were introduced. Stewart asked for a revision, specifically the removal of Academic Support and Facilities Research from Vitela's presentation, as administrative changes were underway that made the information inaccurate. After a brief discussion, Doerfert moved that the minutes be approved as amended, Chambers seconded, and the motion was approved.

Stewart reaffirmed the need to discuss formal proposals regarding common final exam times, and noted that Academic Council would consider the issue again during a future meeting. He also reaffirmed the need to address faculty concurrence with regard to curricular program routing sheets.

Durham DeCesaro discussed the deletion of programs such as certificates, minors, or concentrations, and asked that in the event such programs are deleted, that the Provost's Office and Registrar's Office be contacted. James noted that SACSCOC required notification of program deletion, including accelerated bachelors-to-

masters programs. Durham DeCesaro said that program deletions should follow the same procedures as program creations.

Martinez discussed a proposed policy change to diploma reorders. Policy in effect limited students to one replacement diploma in the event of theft or loss, but since student transcripts were increasingly being utilized as the certifying document of a student's education, the Registrar's Office was requesting the policy be amended to allow students to order additional copies of diplomas (as a display in an office, for example). She noted that many peer Big 12 institutions allowed additional copies to be ordered, with some limitations. Doerfert indicated that the Graduate School had concerns with the revised policy, particularly as it would affect international students, as in many foreign countries he said the diploma was still the official record. He requested that the policy change be tabled until such time as the subject could be discussed at the Big 12 graduate dean meeting in March. Brown noted that many institutions add a statement to the replica diploma indicating it is a reissued document, and not the original diploma. She also noted that signatures on the diploma would be current at the time of printing, and might not match those on a student's original diploma. With discussion ended, Doerfert moved to table the proposal, Ramkimar seconded, and the motion was approved.

Dye introduced a proposal to increase the hours for the Bachelor of Fine Arts in Theatre Arts to 130 from 127. He noted that the accrediting body recommended 130 hours for the degree, and that in many cases the B.F.A. is the terminal degree in the area. He also indicated that other institutions in the state required 130 hours. He said the proposed implementation would be August 2016. After a brief discussion, Morse moved to approve the hours increase as proposed, Huffman seconded, and the motion was approved.

McKinnon presented the course approvals summary. Stewart inquired about the cross-listing of PSS 4311 and RHIM 4311, which Akers confirmed. He also commended the high number of course deletions. Stewart questioned the proposed title of COMS 2358 (Communicating for Business). Stoker noted that the proposed change was meant to indicate that the course would be focused on internal communication. After a brief discussion, Stoker indicated that the College of Media and Communication would table the item pending a change to the title. Durham DeCesaro requested that the effective date of a change to POLS 1301 be moved to Fall 2017 from Fall 2016, since the course was part of the Core Curriculum, and changes had already been completed for the 2016-2017 academic year. With no further discussion, Wong moved to approve the courses as amended, Morse seconded, and the motion was approved.

Doerfert provided an update on the status of graduate course approvals, noting that numerous courses and programs under consideration by the Graduate Council would be on the agenda for the March Academic Council meeting. After a brief discussion, it was noted that the scheduled Academic Council meeting for March fell within Spring Break. Citing concerns of faculty attendance, Stewart proposed

moving the meeting to the second week of March, and the proposal was passed by acclamation.

Dye discussed a proposed name change to a School of Art program, in which Communication Design would be updated to Graphic Design. He indicated the School hoped the change in vernacular would help with recruiting students to the program. He also discussed a new Transmedia minor in Art, which was centered around a faculty hire who specialized in Transmedia art, described as encompassing digital and traditional media.

Carned informed the Council that Rawls College of Business would be combining the Energy Commerce tracks (Petroleum Land Management and Energy Transaction Analysis) into a single Energy Commerce tracks in order to assist students with job opportunities. She noted that students currently in the two tracks would be allowed to finish, but students enrolling in the program for fall 2016 would follow the single track program.

Roach discussed proposed changes to the College of Arts & Sciences general education requirements for the Bachelor of Science degree that would be effective with the fall 2017 semester. The minimum written communication requirement would drop to 9 hours from 12, and the minimum foreign language requirement would drop to 8-13 hours from 11-16 hours. The personal fitness and wellness requirement would drop to 1 hour from 2 hours, but total hour requirements would not change. He said the college hoped that reducing some of the requirements would allow departments to include more specialized courses in their B.S. degree programs. He also noted that students interested in Phi Beta Kappa membership would still need to fulfill the sophomore foreign language requirement, and that departments within the college would retain the flexibility to build their curriculum around the new minimums, so some departments might not reduce the requirements. [The minutes were amended during the March 8, 2016 meeting to reflect that Roach indicated a willingness to meet with the faculty senate to discuss any issues the proposed changes might create.]

Stewart provided an update on the project to implement online course evaluations. He noted that a vendor had been selected and a timeline for implementation developed. The rationale behind the move involved compliance with ADA requirements regarding accessibility, and noted that the system would offer much quicker return on aggregate data, as well as proving more cost effective. He acknowledged that limitations included possible bimodal participation (in that only angry or very happy students might utilize the system), and said the Provost's Office was looking at ways to address such issues. He also noted that work was underway to offer a mobile app whereby students could complete evaluations in class. Stewart said the plan was to offer the platform to select classed during the second summer semester of 2016, and then offer the platform to volunteers during the fall 2016 semester. Ultimately, he indicated that the platform should be available campus wide by fall 2017. After a brief discussion, Hart requested a nomenclature change.

As proposed, the system was entitled “Online Course Evaluation;” she noted that this might cause confusion among students, who might believe the system was designed for evaluating courses offered online. She proposed that the title be changed to “Electronic Course Evaluation” in order to avoid confusion. Huffman noted that having the comments populate to the Digital Measures platform would be a great feature that would assist with faculty evaluations.

Brown discussed a proposal to change the process of assigning grades of I. She noted that the policy would remain unchanged, but the revised process would do away with notifications and would simply allow grades of I to revert to grades of F after one year. Duran noted that from the Dean of Student’s perspective doing away with the form-based process could be problematic, as the form assisted in conversations with students and parents regarding grades of I. Stoker also noted that it should be more difficult for faculty to assign grades of I, not easier, indicating that if such a process were made easier, more faculty would assign such grades. Huffman indicated that the ideal solution would be the development of a completely online process. After further discussion, Durham DeCesaro proposed the formation of an ad hoc working group to consider alternatives, and tasked Stoker to chair the committee.

Durham DeCesaro discussed the policy for changing college and program admission requirements, and reminded those in attendance about the existing operating policy (OP 34.01) that dictated the process for changes to admission requirements.

Durham DeCesaro also discussed the items still pending approval by THECB:

- Graduate Certificate in Psychological Methods and Analysis
- B.B.A. in Supply Chain Management
- M.S. in Nutrition and Dietetics online
- Ph.D. in Special Education online
- Ph.D. in Family and Consumer Science Education online

Durham DeCesaro noted that the state had altered the requirements for alcohol-related courses, and would now allow students younger than 21 to take the courses for educational purposes. She said the university had drafted language reflecting this change.

She also reminded those in attendance about new procedures for reviewing syllabi from transfer institutions.

Stewart noted that the “family weekend” football game had been moved to Thursday night, Sept. 29. Duran requested that colleges move their planned events surrounding the event to Friday, Sept. 30, rather than wait until Saturday, Oct. 1.

In other business:

- Stewart noted that a test of the university's tornado siren would occur on March 22.
- There was a reminder that the faculty ombudsman was conducting a survey about employee bullying.
- Louder noted that the university had been approved to offer internships/externships in previously restricted states like Minnesota and Washington.

With no other business on the agenda, Stewart adjourned the meeting.