

ACADEMIC COUNCIL
Texas Tech University

Meeting of March 20, 2018
1:30 PM, Library Room 309

MINUTES

Present: Dennis Arnett, Kathy Austin, Bobbie Brown, Jim Bret Campbell, Adrienne Carnes, Savannah Chambers for Cindy Akers, Todd Chambers, Jessica Cravens for Jamie Hansard, Lora Deahl, Genevieve Durham DeCesaro, Kristi Gaines, John Getz for Robbie Meyer, Maggie Gilchrest, Greg Glaus, Matthew Gregory for Cathy Duran, Saif Haq, Sheila Hoover, Lynn Huffman, Patrick Hughes, Jorge Iber, Darryl James, Amy Koerber, Sean Lewis for Robbie Meyer, Mitzi Lauderdale, Mellinee Lesley, Ryan Litsey, Robin Lock, Justin Louder, Garrett McKinnon, Alison Myhra, Bill Pasewark, David Roach, Brian Shannon, Brian Steele, Rob Stewart chair, Janessa Walls

Guests: Brenda Martinez, Mark Wallace

Action Items for Associate Deans:

1. Share the revised "Early Walking Participation Agreement" with their advisers in their colleges who process students for graduation.
2. Encourage faculty and staff member attendance at this year's Undergraduate Research Conference.
3. Share the revised Academic Course Guide Manual with their area heads, school directors, and department chairs.
4. Periodically remind department chairs and school directors to facilitate timely completion of textbook and other require course material orders for Fall 2018 by Wednesday, April 4.
5. Confer with department chairs about the need to utilize the forthcoming Tandem Course Portal beginning in Fall 2019.

Stewart called the meeting to order and introduced the minutes from the February Academic council for discussion. Hearing no suggestions for corrections, Haq moved to approve the minutes as presented, Huffman seconded, and the motion was approved.

McKinnon presented a summary of course proposals from the Curriculog online curriculum management system. Item 60 (a proposed title and description change for POLS 3326) was tabled pending introduction of a similar proposal to change WS 3326, with which the political science course was cross-listed. McKinnon also noted that the proposal to add ENGL 3339 (item 27 on the summary) as a core course would not be effective until Fall 2019, though the addition of the course to the university's course inventory would be effective in Fall 2018. Durham DeCesaro noted that the "Writing Intensive" notation on item 11 (a proposed description change

to ARCH 3313) should be “Communication Literacy.” With no additional discussion, Lock moved to accept the courses as corrected, Chambers seconded, and the motion was approved.

The Council heard a number of program proposals, including:

- A proposal to reduce the semester credit hour requirement for the Ph.D. in Experimental Psychology to 72 hours from 90.
- A curricular change to the undergraduate minor in Interior Design, amounting to the addition of a portfolio review requirement.
- Deletion of the Teaching English in International Contexts graduate certificate program due to low enrollment.
- A proposal to reduce the semester credit hour requirement for the B.S. in Architecture to 124 hours from 128. Haq noted that this was being proposed as part of a revision to the College of Architecture’s curriculum. He noted that the current bachelor’s program often required three years plus one semester to finish, meaning that students who wished to pursue graduate study often had to start in the spring semester. Haq said the improved curriculum would allow the college to be competitive with other institutions.
- Finally, the Council heard a proposal to rename the undergraduate minor in Electronic Media and Communication as the undergraduate minor in Creative Media Industries.

Stewart asked for a motion to approve the programs requiring a vote (consisting of the credit hour reductions and the graduate certificate deletion). Haq moved to approve the programs as proposed, Roach seconded, and the motion was approved.

Durham DeCesaro announced a batch change of the Marriage and Family Therapy (MFT) course prefixes to Couples, Marriage, and Family Therapy (CMFT). The overall program name change had been recently approved by THECB, and the prefix change corresponded to the program name change.

Durham DeCesaro also gave a brief rundown of recent approvals by THECB, including:

- Approval of the proposed move of the M.S. in Forensic Science to the Department of Environmental Toxicology.
 - Continued progress on the proposed Ph.D. in Music Education.
- Additionally, Durham DeCesaro noted that THECB had just released revisions to its Academic Course Guide Manual, which contained a list of courses that two-year and community colleges in the state could offer. She recommended that departments with articulation agreements with two-year colleges review the revised manual to determine if any courses were affected.

Durham DeCesaro discussed a revision to the existing policy allowing students to participate in a commencement ceremony prior to completing their degrees. She noted the new policy allowed increased flexibility for colleges. She said the policy would not change degree requirements, and the document outlined a series of steps a student would have to sign off on before being allowed to participate in the commencement ceremony. Austin said the Marching Orders software being purchased by the university would allow colleges to install an RSVP system for commencement. Leonard requested the addition of a field where students could list their R-number on a request to participate “early” in a commencement ceremony, making identification of student records easier. After a brief discussion, Huffman moved to approve the document as revised, Iber seconded, and the motion was approved.

Stewart reminded Council members about the deadline for textbook orders. He noted that the goal was to have 90 percent of required textbook orders turned in by the time advanced registration opened, and as of the meeting only 5 percent of textbook orders had been submitted. He said ideally students should have access to required texts as soon as they registered for a course. A memo to chairs and associate deans was to be distributed within a day or so.

Stewart also discussed the Texas Academic Leadership Academy, being hosted by Sam Houston State University. He said the Provost's Office had received nominations of two faculty members to attend the academy and encourages more nominations in the coming week.

Stewart noted that a list of departments expressing interest in participating in an internship agreement with the Texas DSHS would be sent later that day.

Finally, Stewart took a few moments to discuss summer funding. He said the President's task force recommendations for 2018 were already underway, and a new summer school website for the university (tentatively reached via the URL: summer.ttu.edu) would be launched within a week. He said the Provost's Office had already received three requests for Strategic Summer Enrollment Grants, which were designed to provide funding after above-base summer funding. He said the grant could be applied to a number of items, including certificate courses so students could hypothetically complete an entire certificate during a summer enrollment. He said upper-division and graduate courses would also be considered for grant award. Stewart noted that the above-base funding memo for Summer 2018 courses had been sent the previous day, and that colleges and departments might consider utilizing above-base funding to pay for faculty supervision of dissertation and thesis enrollments assuming students in the term of graduation and actual regular engagement with students by faculty. Stewart fielded a question about the possibility of applying special marketing announcements to the website, and he indicated he would have the Office of Communications and Marketing follow up on that question. A question was also raised about whether transient students could enroll in certificate programs. Durham DeCesaro noted that graduate certificate programs could enroll transient (or non-degree-seeking students), but clarification about whether the same applied to undergraduate students would be forthcoming.

In other business:

- Stewart said the tandem courses portal would be unveiled soon. A collaboration between the Graduate School and the Registrar's Office, the platform would allow colleges and departments to register curriculum associated with tandem graduate/undergraduate courses so reviewers would be able to easily ensure that the academic rigor for the graduate portion of the tandem course would supersede that of the undergraduate portion. A question was posed about integrating the tandem portal into the Curriculog platform. Austin said that the tandem portal would stay with the new platform for the time being, as the tandem portal required more flexibility than Curriculog allowed for.
- Durham DeCesaro encouraged faculty attendance at the undergraduate research conference scheduled for the following week.
- McKinnon reminded Council members that the 2018-2019 catalog was scheduled to debut online April 1, and that any catalog edits should be submitted by the end of the week.

- Durham DeCesaro announced a last-minute proposal to add an interdisciplinary minor in Mexican-American and Latino/a Studies. The minor would be effective in Spring 2019, as the main core courses associated with the minor had not yet been proposed.

With no additional business raised, Stewart adjourned the meeting.