Texas Tech University
Academic Council

Meeting of June 18, 2019
1:30 PM, Provost's Conference Room

Attendance

Present: Macie Reese (for Cindy Akers), Kathy Austin, Andrea Bilkey, Bobbie Brown, Jim Brett Campbell, Todd Chambers, Lora Deahl, David Doerfert, Matt Gregory (for Cathy Duran), Dottie Durband, Genevieve Durham DeCesaro, Michael Giesselmann, Sheila Gray (for Jamie Hansard), Saif Haq, Sheila Hoover, Patrick Hughes, Jorge Iber, Darryl James, Mitzi Lauderdale, Mellinee Lesley, Justin Louder, Brenda Martinez, Pat McConnel, David Roach, Brian Shannon, Rob Stewart, Patricia Vitela, Janessa Walls, and Vicki West

Action Items:
1. Associate Deans are asked to distribute the "Shared Hours Policy" with staff as is appropriate.
2. Associate Deans are asked to continue discussing the following policy/procedure proposals for upcoming voting. All were detailed in the June Associate Deans' Action Items document.
   a. Handling expired grades of X and I (next discussion: August Associate Deans mtg.);
   b. Application of graduate coursework taken as part of an approved accelerated program toward undergraduate hours total for purposes of President's/Dean's List calculations (next discussion: August Associate Deans mtg.);
   c. Academic standing and intersession enrollment (for July Academic Council vote);
   d. Proposal concerning grade replacements (next discussion: August Associate Deans mtg.)
3. Associate Deans are asked to be aware of preparation for and communication to incoming faculty members. For reference, here are the academic/campus support units that have info tables available during New Faculty Orientation. This list does not include a number of faculty community organizations and other centers/institutes also represented at NFO:
   a. Academic Testing Center
   b. MentorTech
   c. Student Conduct/Dean of Students Office
   d. Student Counseling Center
   e. Student Disability Services
   f. University Career Center
   g. Office of International Affairs
   h. University Writing Center
   i. Tech ID
   j. RaiderReady (IS 1100)
   k. Office of Research and Innovation
   l. Office of Planning and Assessment
   m. Registrar's Office (Raiderlink help, specifically)
   n. Blackboard and eLearning
   o. IT and IT HelpDesk
   p. Office of Outreach and Engagement
   q. Employee Services Center (insurance and benefits)
   r. Employee Assistance Program
   s. Accounting Services
   t. Transportation and Parking
   u. University Press
   v. Environ. Health & Safety
   w. Hospitality Services
   x. Space Planning & Inventory

Stewart called the meeting to order and introduced the minutes from the May 2019 meeting. Hearing no calls for corrections or clarifications, the minutes were approved by acclamation.

McKinnon discussed the summary of course proposals in Curriculog. Deahl noted that item 8 (VPA 1302) needed to remain tabled pending scheduled meetings between the Talkington College of Visual & Performing Arts and the College of Media & Communication. Roach moved to take items 7 (SOC 5336) and 9 (ASL 3304) off the table, Doerfert seconded, and the motion was approved. Durham DeCesaro noted that a revised title for item 9 had been introduced (Gestural and Visual Communication in American Sign Language) and would be added to Curriculog. With no further discussion raised regarding course proposals, Chambers moved to approve the courses as presented and amended, Roach seconded, and the motion was approved.

The Council heard information-only items regarding curricular updates for the B.S. in Industrial Engineering, the M.S. in Data Science, and the B.A.A.S. in Restaurant, Hotel and Institutional Management.

Durham DeCesaro discussed proposed language clarifying shared semester credit hours between academic programs, noting that the language would only apply to undergraduate programs. Specifically, the language clarified what could be shared between majors and minors, majors and certificates, and between majors. After a brief discussion, Lauderdale moved to approve the proposed policy as presented, Iber seconded, and the motion was approved. The policy is included in full at the end of the minutes.

Durham DeCesaro also alerted Council members to a proposed policy on academic standing and intersession enrollment that was scheduled for a vote no later than the July 2019 Academic Council meeting. The proposed policy sought a solution that would prevent students on academic probation from enrolling in intersession courses or warn those students who did so that poor performance in an intersession course while on academic suspension could lead to academic dismissal.

The Council heard updates on new legislation by the Texas Legislature. Specifically, SB 25 outlines new reporting requirements for non-degree-applicable courses, as well as specifying new deadlines by which students must file degree plans.

Durham DeCesaro clarified a presentation made during the May 2019 Academic Council regarding the proposal of new degree programs at the TTU-Cost Rica (TTUCR) campus. She reiterated that two approaches existed: one was respective to new degree programs from departments that already offered programs on the TTUCR campus, and one was respective to new degree programs from departments that did not offer programs on the TTUCR campus. She noted the difference in how those approaches would be handled would arise after the programs had been vetted at the departmental and college level. New programs from departments with existing representation at TTUCR would amount to informational items only; new programs from departments without existing representation at TTUCR would amount to a full vote by Academic Council. Louder added that both types of programs would require notification to THECB.

Louder discussed new reporting requirements on out-of-state placements. He said that under new rules effective May 2019, students doing for-credit internships, practicums, etc. at out-of-state locations must be reported to his office, as the university was required to submit an annual report on the number of students doing out-of-state placements. Additionally, he noted that federal regulation 668.72 now required the university to notify students in both face-to-face and online programs of licensing requirements in other states should the student reside outside of Texas at the time of enrollment. He reiterated that the institution was now required to inform students at the time of enrollment whether or not the program in which the student planned to enroll could prepare them for licensure in the state of residence at the time of enrollment. He also noted that students were required to be notified in writing, and not via a website announcement. Louder said he would distribute specific language regarding the new requirements to departments, and noted that both current and prospective students would need to be advised of the licensure fulfillment requirements.

In other business, Deahl, who had recently announced her retirement, introduced Andrea Bilkey, who would be serving as her replacement.

With no other business raised, Stewart adjourned the meeting.

Policy on sharing credit hours between undergraduate academic programs:
Some academic majors require courses from other disciplinary areas. In these cases, the semester credit hours specific to those courses may be "shared" between the major and any of the following: an academic minor, a certificate, and/or an additional major, provided that the major and the additional academic area are not part of the same academic program.

There is no maximum number of semester credit hours that may be "shared" between two or more programs of study, but it is required by state law that any academic major contain a minimum of 24 semester credit hours of unique coursework.

Most interdisciplinary degree programs (e.g., BUS, BGS, BSHS, BAIAS) require that students complete three academic minors. The combination of those minors generally constitutes the major. Students enrolled in interdisciplinary degree programs may not share hours between the selected minors that are constituting the major. Students in interdisciplinary degree programs may share hours between the minors constituting the major and an additional academic minor if that minor is in an academic area distinct from those the student is completing as part of the major.

- **Proposed language specific to sharing between majors and minors:**
  Some academic majors require courses from other disciplinary areas. Students who, in completing their academic majors, complete courses required for an academic minor will have that credit applied toward the minor in addition to the major. The application of courses completed for the major toward the minor is contingent upon the student having declared the minor.

- **Proposed language specific to sharing between majors and certificates:**
  Some academic majors require courses from other disciplinary areas. Students who, in completing their academic majors, complete courses required for an academic certificate will have that credit applied toward the certificate in addition to the major. The application of courses completed for the major toward the certificate is contingent upon the student having enrolled in the certificate program.

- **Proposed language specific to sharing between majors:**
  Some academic majors require courses from other disciplinary areas. Students who, in completing their academic majors, complete courses required for an additional academic major will be permitted to count those courses toward the completion of that major. However, students will be required to complete at least 24 unique hours in the additional major, regardless of how many hours may be shared between the two majors.