

**Texas Tech University
Academic Council**

**Meeting of January 21, 2020
1:30 PM, Library Room 309**

Attendance

Present: Cindy Akers, Andrea Bilkey, Bobbie Brown, Cristina Bradatan, Todd Chambers, Joseph Dannemiller, Mayukh Dass, Suzanne Dickenson (for Greg Glaus), Cathy Duran, Dottie Durband, Sheila Gray (for Jamie Hansard), Lindsay Hallowell, Bret Hendricks, Sheila Hoover, Darryl James, Michelle Kiser, Amy Koerber, Justin Louder, Brenda Martinez, Pat McConnell, Dee Nguyen, David Roach, Brian Shannon, Carol Sumner, MaryAlice Torres-MacDonald, Janessa Walls, Dana Weiser.

Guests: Hyojung Cho, Marcus Graham.

Action Items:

1. Associate Deans interested in participating in a working group to review the priority registration policy should contact Vice Provost Durham DeCesaro.
2. All attendees are asked to note (and share forward as necessary) that two published calendar errors have been corrected. They are:
 - a. Corrected start date for Spring 2020 period of no examinations: now available at:
 - i. https://www.depts.ttu.edu/officialpublications/calendar/19-20_cal_detailed.php
 - ii. https://www.depts.ttu.edu/officialpublications/calendar/19-20_cal_onepage.pdf
 - b. Corrected dates for Summer 2021 term now available at:
 - i. https://www.depts.ttu.edu/officialpublications/calendar/20-21_cal_glance.php
 - ii. https://www.depts.ttu.edu/officialpublications/calendar/20-21law_cal_detailed.php
3. Associate Deans are asked to distribute the attached Midterm Grading information to all department chairs, school directors, and degree program coordinators.

Durham DeCesaro called the meeting to order by welcoming guests Hyojung Cho and Marcus Graham. After the introductions, Durham DeCesaro presented the minutes from the December Council meeting. With no additional discussion, Durband moved to approve the minutes, Hendricks seconded, and the minutes were approved as presented.

Durham DeCesaro then brought the Council's attention to the newly appointed Provost's Faculty Fellow, Dr. Hyojung Cho, who is an associate professor of Heritage and Museum Sciences and who will be serving as the Provost's Faculty Fellow during the spring and summer 2020 terms. Dr. Cho expressed her gratitude for the opportunity.

The Council then heard a proposal from Marcus Graham, the director of TRIO Student Support Services. TRIO SSS is a grant-funded program that provides holistic support, case management, and advising to a minimum of 140 first-generation, low-income, and SDS students. The proposal requests to give these students priority registration to ensure the at-risk students participating in the program can register for the courses needed to complete their programs and to celebrate their academic progress by registering early. Durham DeCesaro asked for Martinez to share the other groups that have priority registration. Martinez explained that groups with first-day registration are seniors, second degree, and graduate students, and the groups with second-day registration are athletes, honors, services, and MVP students. Martinez also noted that there has not been a committee to review priority registration policies in many years.

With TRIO being housed in the Division of Diversity, Equity and Inclusion along with the Military & Veterans Programs (MVP) Office, Sumner urged the Council to consider the MVP students' priority registration as a precedent for this proposal. In addition, Sumner pointed out that showing TTU's commitment to serving students in such capacities makes TTU more competitive with peer institutions for Department of Education grants.

Dass asked how priority registration would benefit the TRIO students. Graham explained that since the TRIO students experience various barriers to registering, including holds, giving them priority registration would ensure that the students who are otherwise clear to register can get in the courses they need. Akers expressed the concern that first-day priority registration needs to be protected for seniors who need certain courses to graduate. Graham and Sumner clarified that second-day priority registration would be acceptable. After the presentation, Durham DeCesaro thanked Graham and explained that the Council would vote on the proposal at the end of the meeting.

The next item of business concerned errors in the published calendar dates. Hallowell explained that the original 2020-21 calendar had been approved in the fall of 2015 but that an update to the calendar had been approved in November of 2018. After the updated version had been approved, the calendar was not revised in all locations, which has led to a discrepancy in the published calendars for the summer 2021 term. Hallowell and Durham DeCesaro asked if updating all published 2020-21 calendars to the updated version approved in 2018 would negatively affect any of the Council members or their areas. With no concerns voiced, Durham DeCesaro thanked the Council members and verified that we will update all 2020-21 calendars to reflect the version approved in 2018.

The other calendar error consisted of two different published dates for the period of no exams for the current spring term. Durham DeCesaro explained that we will make any necessary exceptions so faculty members are not penalized for our published error.

Durham DeCesaro then introduced the list of course proposals with a clarification that item 3 would be tabled pending further discussion with the Core Curriculum Committee after receiving updated guidance from THECB. With no discussion regarding the course proposals, Akers moved to approve, Chambers seconded, and the proposals were approved.

The council then heard a trio of program proposals, of which one required a vote. The item requiring a vote was a new intra-institutional dual degree proposal: M.B.A./M.A. in Mass

Communication. Dass explained that students will take 30 M.B.A. hours and RCOBA will accept 12 hours of transfer credit from COMC, and COMC will do the same for the M.B.A. hours. Chambers explained that a program like this has been in demand from students in both colleges. With no additional questions about the proposal, Durham DeCesaro called for a vote. Torres-MacDonald motioned to approve, Sumner seconded, and the proposal was approved.

The remaining two program proposals were informational items only, as they were curricular changes to the B.A. in Global Studies and to the graduate certificate in Charitable Financial Planning. With no additional discussion, the Council moved to the next item of business.

The Council then heard a proposal from Brown requesting an extension for the mid-term grading period. Currently, this period is five days long, but faculty have requested an extension due to the need to publish mid-term grades for a growing population of students. In addition, many faculty members have mid-term papers and exams that do not fall within the set grading period, which means those faculty are not able to utilize the mid-term grading process. The proposal presented would extend the period for an additional five days, and it is ready to be implemented this current spring semester if approved. Dass asked if the extension would affect the course drop dates, and Brown clarified that it will have no effect on the drop dates. Durham DeCesaro clarified that the proposal would allow the university to adopt the extension for the current term. Dass moved to approve the proposal, Torres-MacDonald seconded, and the proposal was approved. The chart showing the updated dates is attached to these minutes. Brown offered to disseminate the chart to faculty attached to relevant sections in Banner.

Durham DeCesaro then gave an update from THECB. TTU has received approval to offer the B.S. in Human Sciences at TTU Fredericksburg and Highland Lakes and to offer the B.S. and B.A.A.S. in RHIM at TTU Collin.

Before moving on to other business, Durham DeCesaro returned to the TRIO SSS proposal and clarified that the proposal is requesting for approximately 140 students to have day-two priority registration. Durham DeCesaro then asked if the Council would like to discuss it further. With no further discussion, Brown moved to approve the proposal, Durband seconded, and the proposal was approved.

Durham DeCesaro then brought the Council's attention back to the matter of the priority registration policy. As mentioned, the policy has not been reviewed in many years, so Durham DeCesaro would like to reconvene a working group to review the policy and encouraged Council members to consider participating.

In other business, Durham DeCesaro introduced the posthumous degree policy at the undergraduate level as discussed at the last Associate Dean's meeting. In order for students to be eligible for a posthumous degree, students must be in good academic standing and have completed 75% of their degree requirements. At the institutional level, good academic standing is a 2.0 GPA, and one college brought up the issue that some colleges have more stringent GPA requirements for students to be considered in good standing. Durham DeCesaro shared the question of whether colleges should be allowed to use their higher GPA requirements as the

eligibility criteria for posthumous degrees. This conversation will continue at the February Associate Dean's meeting.

Martinez mentioned good financial standing and good conduct standing, as those criteria affect overall good standing. Durham DeCesaro explained that those criteria had not been considered at the Associate's Dean meeting but are necessary points to be considered. Roach also mentioned that within colleges, individual departments have varying GPA requirements and so offered that leaving the decision at the college level could complicate the issue further. Durham DeCesaro asked the Council members to discuss the issue with their colleagues in preparation for the February Associate Dean's meeting and the February Academic Council meeting.

The next item of business concerned catalog copy. Durham DeCesaro explained that catalog copy was due last Friday. Hallowell explained that if departments need additional time to complete the catalog copy to let her know. She also reiterated that changes to curriculum tables (i.e., adding or removing courses) would need to be processed through Curriculog and approved at the March Council meeting to appear in the printed catalog. Any edits approved after the March Council meeting will appear in the online catalog only.

Hallowell also thanked the Council members for their assistance in getting the undergraduate certificate course sequences submitted for the catalog.

Louder mentioned a discrepancy in the published online minor and concentration offerings and what is being communicated at regional sites and told the Council members to be expecting a memo from the eLearning Office so they can clarify which minors and concentrations are, in fact, offered online or only at regional sites.

With no other business or announcements, Durham DeCesaro adjourned the meeting.

Midterm Grading Deadline Extension: EFFECTIVE SPRING 2020

Midterm grading currently opens on the 30th class day and closes on the 35th class day in each long term (fall and spring). This gives faculty five (5) business days to enter mid-term grades.

Extending the midterm grading deadline to the 40th class day will have the following advantages:

1. Align with final grading time period of two full weeks.
2. Allow faculty
 - a. Two weeks to collect midterm projects or give midterm exams.
 - b. More flexibility in entering grades so that more students may receive a grade than in previous terms.

Current and proposed grading deadlines for open/close of midterm grades for the next two academic years:

Term	Midterm Grading Open	Current Midterm Grading Deadline	Proposed Midterm Grading Deadline
Spring 2020	Wednesday March 4, 2020	Wednesday March 11, 2020	Wednesday March 25, 2020
Fall 2020	Monday October 12, 2020	Monday October 19, 2020	Monday October 26, 2020
Spring 2021	Wednesday March 3, 2021	Wednesday March 10, 2021	Wednesday March 24, 2021
Fall 2021	Monday October 11, 2021	Monday October 18, 2021	Monday October 25, 2021
Spring 2021	Wednesday March 2, 2022	Wednesday March 9, 2022	Wednesday March 23, 2022

Note: In each spring term, Spring Break week days are not counted as class days; therefore, faculty have three full weeks to enter midterm grades.