

**Texas Tech University
Academic Council**

**Meeting of September 15, 2020
1:30 PM, Skype**

Attendance

Present: Cindy Akers, Dennis Arnett, Kathy Austin, Andrea Bilkey, Stephanie Borst, Bobbie Brown, Jaclyn Cañas-Carrell, Todd Chambers, Hyojung Cho, John Dascanio, Mayukh Dass, David Doerfert, Dottie Durband, Kristi Gaines, Greg Glaus, Lindsay Hallowell, Kaelene Hansen, Melanie Hart, Hunter Heck, Bret Hendricks, Sheila Hoover, Patrick Hughes, Wendy-Adele Humphrey, Darryl James, Michelle Kiser, Amy Koerber, Mitzi Lauderdale, Justin Louder, Dave Louis, Brenda Martinez, Shirley Matteson, Randy McBee, Pat Mcconnel, Tara Miller (for Cathy Duran), Sukant Misra, Reagan Ribordy, David Roach, Brian Shannon, Rob Stewart, Carol Sumner, Suzanne Tapp, Annette Uddameri, Patricia Vitela, Janessa Walls and Lesley Nall Washington.

Guests: Ryleigh Carson, Jason Hale.

Action Items:

1. None.

Stewart called the meeting to order by presenting the minutes from the August Council meeting. With no comments or revisions, Stewart called for a motion. Louder motioned to accept, Chambers seconded, and the minutes were approved.

For the next item of business, Stewart introduced the summary of course proposals. Hallowell summarized the proposals and explained that the effective dates in green have been moved forward to spring 2021. Stewart called for a motion. Chambers moved to approve the proposals, Doerfert seconded, and the course proposals were approved as presented.

Cañas-Carrell then introduced the program proposals, beginning with three new programs. Cañas-Carrell asked if a representative from each college would like to explain the proposals. Akers shared with the Council that the new Master of Natural Resources and the Environment is a non-thesis degree. Stewart asked about the thesis-option, and Akers explained that the thesis option is the Master of Science in Wildlife, Aquatic, and Wildlands Science and Management. Stewart asked if the new degree would differ in courses and hours required, and Akers confirmed that the courses would be different. Doerfert added that the new degree would be 36 hours. Louder asked if the new degree would affect the Professional Science Master's degree, and Akers said that it would not.

James pointed out that the effective date of spring 2021 would not be feasible with the length of time it takes to receive full approval for some programs. Doerfert added that the program had originally been proposed in February. Hallowell explained that Official Publications puts the earliest possible effective date in the summary based on when the proposal reaches the Academic Council step in Curriculog and that it serves as a guideline for when the department can anticipate the proposal will be effective. James suggested that for these types

of proposals, we might consider using an effective date of TBD to keep the date from being misleading. Stewart added that using TBA or TBD could be an option. Stewart further added that having an actual date is helpful as a target and that we can always correct the date if necessary. James agreed and suggested that Hallowell discuss the proposals with him and Louder to see if a more feasible effective date should be listed in the summary.

With no additional comments about the new Master of Natural Resources and the Environment degree, Cañas-Carrell introduced the proposed graduate concentration in Integrative Physiology. Roach explained that Integrative Physiology is a natural research area in Kinesiology and Sport Management. Stewart asked if the concentration would consist of only KSM courses, and Roach suspects that it will. Cañas-Carrell then introduced the new undergraduate minor in Biobehavioral Health and Wellness. Lauderdale explained that it is an interdisciplinary minor modeled after one offered at Penn State. The minor will consist of existing courses and will focus on holistic human health and wellness. Lauderdale added that all courses but one are housed in Human Sciences, and the college has received support from the chair of Psychological Sciences to add a psychology course to the minor. Louder asked if the minor would be available to regional-site campuses. Lauderdale explained that the goal is to send the minor through eLearning once all the courses included in the minor are offered online.

With no additional discussion of the new programs, Stewart called for a motion. Louder moved to vote to approve all three new programs, Akers seconded, and the new programs were approved.

Cañas-Carrell then introduced the administrative unit change. Dass clarified that the change requested is a name change and a curricular change for the Graduate Certificate in Business Analytics. Their students are unsatisfied with the current Graduate Certificate in Business Analytics and prefer the coursework in the Master of Science in Data Science. Therefore, the college would like to change the name of the certificate to Graduate Certificate in Data Science and would like to change the curricular content of the certificate as well.

Uddameri asked for clarification on the courses being switched out. Dass explained that they are updating the current courses to Data Science courses and would also like to change the name of the certificate to Data Science.

The next items were title changes for programs in Human Sciences. Durband explained that the Department of Human Development and Family Sciences recently changed its name, and these proposals are to change the names of the programs to mirror the name change in the department. Brown pointed out that all the program codes for these programs will need to be changed. Durband offered to follow up once the program title changes are approved by THECB.

Durband then explained the title change for the Bachelor of Science in Community, Family, and Addiction Sciences to Counseling and Addiction Recovery Sciences. The change will allow for better pathways for the major in preparing graduates for mental health professions, addiction counseling, and marriage and family therapy. The department believes the new title will help in recruiting. Hendricks added that the College of Education has agreed and is supportive of the use of the word “counseling” in the new degree title. James reiterated that the effective term of spring 2021 might not be feasible depending on how long these will take to be approved at THECB. With no further discussion, Stewart called for a motion to approve the remaining voting items. Chambers moved, Hendricks seconded, and the proposals were

approved.

Cañas-Carrell then introduced the informational item, which was a curricular change to the Marketing Analytics Graduate Concentration of the M.B.A.

The next item of business was a discussion of students with certain ADA accommodations and how that affects their eligibility to be included on President's and Dean's lists. A student this semester, who had previously made the President's or Dean's list, is authorized for accommodations per Student Disability Services and is only registered for 9 hours. Due to the nature of the student's disability and accommodations, 9 hours is considered full-time for this student. It was proposed at the September Associate Deans meeting that this student remain eligible for the President's or Dean's list even though the student is registered for fewer than 12 hours.

Attached to the Council agenda was proposed language for the approval of students registered with SDS to be eligible for President's and Dean's lists even when registered for fewer than 12 hours. One concern presented was to make the language narrow so that students who are forced to full-time status for other reasons besides SDS accommodations will not have the same eligibility.

Uddameri asked for clarification that a student in their graduating semester who is enrolled less than full-time but is forced to full-time for financial aid purposes will not be eligible for these lists. The exception would only be for SDS students. Lauderdale clarified that that is how the proposal is currently written, but they are open to considering other circumstances when students are forced to full-time status. Lauderdale added that students are notified that by dropping below full-time status, they are ineligible for scholarships and other opportunities. Uddameri asked if there was precedent for this language, and Lauderdale asked Brown if there were any known issues with Dean's and President's lists and students being forced to full-time status. Brown said there was no precedent.

The Council considered revisions to the language from Shannon and Stewart regarding students with SDS registrations being forced to full-time status. Brown explained that there are differences in forcing to full-time status for financial aid and forcing to full-time status for enrollment. Lauderdale asked if we should remove the "forced to full-time" language so it is not confused with the federal financial aid language, and Brown agreed and offered alternative language.

The following revised language was submitted: "On occasion, a student with a disability is allowed to register for a reduced course load, less than 12 hours, which may be considered full-time status as a reasonable accommodation for the student's disability. With this reasonable accommodation, the student will maintain eligibility for both the President's and Dean's lists if all other requirements are met."

Chambers asked if we should add the financial aid language. Stewart explained that this is separate from financial aid requests. Rather, this statement would allow Deans' offices to add SDS students to President's and Dean's lists if otherwise eligible. Brown mentioned that the Registrar's Office would need to be notified because these requests must be input manually. Lauderdale explained that Larry Phillippe would notify the Registrar's Office because it will be so few students in any given year.

Stewart asked if we should entertain this as a motion. Akers motioned that we should move to

approve the language while providing latitude for edits. Chambers seconded, and the motion carried.

Stewart then asked Martinez to give an update on the Raiderlink portal upgrade. Martinez explained that we are getting an upgrade to Raiderlink, which will begin this weekend, so the portal may be unavailable during the upgrade. All the functionality will still be there, but it will be more user-friendly and will have a more modern feel. They anticipate that the upgraded site will be easier to navigate than the current version.

The next item of business concerned spring course modalities and scheduling. Stewart pointed out that the Provost's Office would like to see a reasonable balance between online to face-to-face and hybrid courses. They would particularly like to see a higher percentage of face-to-face and hybrid courses at the 1000 level. Stewart added that hybrid is a very workable solution to face-to-face offerings while observing necessary social distancing. To work around room limitations, departments can consider face-to-face and hybrid courses being scheduled during off-peak hours after 4 p.m. The University will support and help cover the expense of new face-to-face or hybrid sections that are offered during off-peak hours if they are new part-timers teaching or overload teaching.

Stewart then asked if there were any questions. Akers asked at what point the modalities can be changed by the department. Akers clarified that they would like to have the modalities correct before registration opens. Martinez explained that when the spreadsheets are received from the Provost's Office, they are loaded into the system to update the modalities. They are trying to get the modalities updated before doing room scheduling. Martinez then explained that other types of changes can be updated directly on the section scheduling dashboard.

Louder asked if the Registrar's Office or the department will include what time synchronous courses or hybrid courses will be offered. There has been an issue this semester of students double-booking themselves because they were unaware of the day and/or time their synchronous course was meeting. Stewart said that information was in the spreadsheet and should have been provided. Martinez said that departments frequently change the dates and times of their synchronous courses. Stewart added that if something is being changed to hybrid or online and there is a question between synchronous and asynchronous, there is a column in the spreadsheet to put the correct info, and it needs to be included.

Martinez explained that there are limitations in scheduling for hybrid courses. They are able to designate the date and time but not the specific groups of students required to attend on those days. Louder said that as long as the meeting dates and times are included, the faculty can inform their students of the details.

Akers asked if departments can put a note in the spreadsheet that a certain course is tied to a specific room because of the technology available in that room. Martinez said the colleges should work with their college scheduler to make sure the courses are assigned to the appropriate rooms as much as possible. Stewart added that because of room capacities and other requirements, rooms may not be guaranteed. Martinez added that the Registrar's Office will do their best to accommodate everyone's requests and asked for patience as they work through all the complications involved. Stewart pointed out the hard work that the Registrar's Office staff does and thanked the colleges for their patience.

Kiser asked if the units will be notified when the Provost's Office sends the lists to Heather. Stewart said that hasn't happened up to this point, but that can be done going forward.

Stewart then asked how things are going now that we are in week 4 compared to weeks 1 and 2. Stewart added that a concern in the Provost's Office is how professors are notified when a student has tested positive for COVID-19 and is then cleared to return to class. Stewart explained that students who self-report through the management system will be tracked through contact tracing and will receive a notification once their monitoring personnel has cleared them to return to class. Students will not be required to have a second test. There is no such notification to students who are quarantining because they have had a close exposure. Those students are clear to return to classes of their own volition once they finish their quarantine and are asymptomatic.

Austin explained how students can be added into the system for contact tracing: by submitting a positive case in the management system, by testing positive at Student Health Services, and by testing positive at a local testing facility. The only students missed will be those that never report, students who test at home, or students who test outside Lubbock County. Stewart clarified that students who get put into our system for contact tracing will receive notifications when they are clear to return to class, and the instructor of record can request a copy of that notification from the student. Stewart also mentioned that there will be updated guidance provided soon.

Hart added that regional site students and online students not living in Lubbock County will report to her. James asked for clarification that instructors of record do not receive notifications when students are clear to return to class. Stewart affirmed that and clarified that students will receive the notifications that they can then show to their instructors. James then asked if online students are afforded the same period of time to be out of class as face-to-face students and will also receive a notification when they are clear to return to class. Stewart explained that the system does not differentiate between online and face-to-face students.

Chambers asked if other colleges had advice on when to temporarily shift a course from face-to-face or hybrid to online. Akers also asked what criteria colleges use to make the decision to move a course online temporarily. Stewart explained that the Provost's Office is advising that instructors consider the number of positive cases and close exposures compared to the size of the class and types of activities the class engages in. If there comes a time that the instructor feels that changing the course to online will be more valuable than meeting face-to-face, the instructor should discuss that with the department chair to make a recommendation to the dean's office and then the Provost's Office.

Chambers added that CoMC has courses scheduled in the Allen Theatre but is not certain how many people can fit in the room while observing social distancing at 6 feet. Stewart mentioned that this ties into the earlier discussion of room capacities and needing to break courses into smaller sections or consider hybrid or online modalities to account for available space.

With no other questions or comments, Stewart asked for items of other business or announcements. Tapp mentioned that the Burns Conference is this Friday.

With no other discussion, Stewart adjourned the meeting.