

## ACADEMIC COUNCIL

Texas Tech University

Meeting of  
**August 21, 2012**

### MINUTES

**Present:** Cindy Akers, Alex Alston, Bobbie Brown, Carrye Syma for Sam Bradley, Cathy Duran, Gary Elbow, Ralph Ferguson, Jarod Gonzalez, Melanie Hart, Bob Henry, Sheila Hoover, Lynn Huffman, Jorge Iber, Peggy Johnson, Sue Jones, Debbie Laverie, Ethan Logan, Pat McConnel, Audra Morse, Michele Moskos, Amy Murphy, Marjean Purinton, David Roach, Christine Self, Brian Shannon, Brian Steele, Rob Stewart (chair), Kevin Stoker, Janessa Walls, Vicki West.

**Guests:** Mary Elkins, Dale Ganus, David Johnson, Justin Louder, Kate St. Clair

After introducing the new 2012-13 council members, Stewart presented the minutes of the July 17, 2012, meeting. Purinton moved the minutes be accepted as presented. Morse seconded the motion, and the motion passed.

Jones presented the August course approval summary. Stewart noted that beginning with September 2012, all course approval forms must be submitted to Sue Jones by Thursday prior to the meeting. Proposals received after that date will be scheduled for the next month's meeting. Roach moved that the courses be approved as presented. Purinton seconded the motion, and the motion passed.

Elbow conducted a debriefing on the August commencement, noting the need to increase faculty attendance.

Stewart asked for input from council members regarding DegreeWorks in order that the comments might be incorporated into the university's review of the program. Members described the program as "very impressive." Iber moved that the council recommend that the university get the program as soon as possible. Duran seconded the motion, and the motion passed.

West announced that the university will discontinue the cardboard "Graduating Student Survey" that has been passed out to graduates at commencement. Instead, the university will enhance the already existing online survey to make the quality of the final product better. Stewart asked if a cell phone app could be developed so that graduates can access and complete the survey while they have lengthy waiting periods at commencement. He also suggested that a QR Code might be printed in the commencement program to allow graduates to access the survey with their cell phones. Stewart invited input for any changes that might be implemented at the upcoming December graduation.

Louder discussed the university's efforts to revamp the Principles of Good Practice for Electronically Delivered Courses (PGP) certification process required for every distance-learning course by the faculty member who develops and teaches the course.

Morse discussed the problems associated with readmitting students from second and subsequent suspensions. She questioned the wisdom of requiring students to reapply to the same college

when their academic record shows they are unlikely to do well in that college. Stewart appointed Morse to chair and gather a committee to make recommendations to the Academic Council.

Brown reopened an earlier discussion of the minimum credit hour required for enrollment at the university. She recommended the following wording be added to the catalog: “In-residence students and any students in their semester of graduation must be enrolled in a minimum of one credit-bearing semester hour. Registration in remedial and other zero-credit hour coursework must be accompanied by one credit-bearing course. Should a student drop to zero credit hours, the student will be withdrawn from the institution.” Huffman moved the wording be accepted as presented. Akers seconded the motion, and the motion passed.

After a positive discussion of the advantages of the Small Class Justifications Portal, Stewart said he would ask the university to “roll it out” for fall semester and identify who in the colleges will provide responses on the portal.

Elbow said that Valerie Paton had received word from THECB that the university will be notified in February what programs are considered low producing, and these programs will be given time to appeal discontinuation. Elbow said those programs previously cited as low producing “will have a hard time with the appeal.”

Stewart reminded the council that every course section must have an instructor of record at the beginning of fall classes.

#### Announcements:

- New Student Convocation is scheduled for 6:30 p.m., September 13 in the Administration Building parking lot.
- Changes have been made to the Student Handbook/Code of Conduct regarding response to sexual violence. In addition, language changes have been made to allow more involvement from colleges in academic integrity violations.
- The Ombuds Office has been renamed the Student Resolution Center.
- The Student Judicial Programs office has been renamed the Office of Student Conduct.
- New faculty orientation will be Thursday, August 23.
- The online *Faculty Handbook* has been updated and refers readers to the faculty OP for information on tenure policy.
- The Tenure Academy will offer three segments within a semester, and each segment will deal with a different aspect of preparing for tenure.
- The Teaching Academy has a presentation (“Teaching What You Know”) to help new faculty and also offers teaching workshops.
- The Graduate School has moved to the east wing of the third floor of the Administration Building.
- The Graduate School will sponsor the Arts & Humanities Conference on October 25-27.
- The Graduate School is still missing between 60 to 100 grades for the summer session and cannot award degrees until the grades are reported.
- Jorge Iber announced that a prominent French historian who is a Cuban American will speak at 5:30 p.m., September 20 at the International Cultural Center.