Academic Council Notes
January 29, 2013
BA 290

Attendance: Dr. Gary Peer, Dr. Dan Edelman, Dr. Dale Funderburk, Dr. Sal Attardo, Dr. Grady Blount, Dr. Gail Johnson, Dr. Arlene Home, Dr. Mary Sampson, Mr. Greg Mitchell, Dr. Ray Green, Dr. Edward Romero, and Dr. Derald Harp. Minutes recorded by Cynthia Rhodes.

Chancellor’s Teaching Academy - Dr. Peer announced the selection of Dr. Barbara Hammock as one of five faculty members statewide receiving the Chancellor’s Teaching Academy Award.

SACS – Dr. Harp provided a SACS update. The committee is still editing. Dr. Marila Palmer starts work on Friday, February 1, 2013. QEP is moving forwarding and is working with University Executive Council on the definition of global courses. Dr. Harp referenced SACS standard 3.7.1 regarding “Faculty Credentials” saying that TAMU-C is currently non-compliant with this standard. When the report is submitted to SACS, the university will have to show they are non-compliant but will also be able to demonstrate we are working toward becoming compliant. Out of 700 faculty members (including adjuncts), if one faculty member does not have acceptable qualifications or acceptable documentation is not on record, then SACS could cite the university as being out of compliance with the credentialing standard.

Low-Producing Programs – Dr. Edelman stressed that THECB closely monitors degrees; therefore, colleges must closely monitor degrees, programs and courses. It was discussed that it would be advantageous for the university to take the initiative to identify and “phase-out” low-producing programs prior to being directed to do so by THECB.

2013/2014 Curriculum Review – Deans were reminded to review program and course changes and to submit any necessary changes to the Provost Office (c/o Karin Blackard) no later than Thursday, January 31, 2013.

Academic Rules/Procedures – In accordance with university procedure, university rules/procedures must be reviewed on a five year rotation. Dr. Sal Attardo was assigned the task of reviewing university academic rules and procedures in order to comply with this requirement. Dr. Attardo presented the following proposed rules/procedures to the Academic Council on this date for discussion/approval:

1. Proposed TAMU-C Procedures (5 Deletions)

   11.05.99.RO.01 “Transfer Equivalents for University Studies Course” – This procedure was tabled for further discussion with Dr. Ricky Dobbs.

   13.99.99.RO.17 “Selection of Faculty to Teach in Honors program” – Deletion of this procedure was approved.

   13.99.99.RO.18 “University Colloquium” – Deletion of this procedure was approved.

   01.03.99.RO.06 “Increase Upon Completion of Doctoral Degrees” – Deletion of this procedure was approved.

   31.08.01.R1.01 “Emeritus Designation Procedure” – Deletion of this procedure was approved.
2. Proposed TAMU-C Procedures (2 Merges)

13.99.99.RO.03 “Plagiarism” and 15.99.03.RO.01 “Scholarly Misconduct”
The merger of these 2 procedures was approved with the agreement that the procedure would be discussed and revised in the near future (within the next 2 months).

31.07.01.R1 “Early Retirement with Modified Service (ER/MS) for Faculty Rule” and
31.07.01.R1.01 “Early Retirement with Modified Service (ER/MS) for Faculty Procedure”
This merger was tabled in order to allow additional time for Dr. Attardo to meet with Mr. Bob Brown, VPBA. The ownership of this rule and procedure may be with Business Administration rather than Academic Affairs.

3. Proposed TAMU-C Procedures (8 Revisions)

11.99.99.RO.02 “Teacher Education Program Field Experiences” – This procedure was approved to update the name of the department from the “Department of Elementary Education and/or the head of the Department of Secondary and Higher Education and the director of the NET CPDT” to “Department of Curriculum and Instruction and the Certification Office”.

01.03.99.RO.04 “Department Head Appointments & Responsibilities” – This procedure was tabled. The Provost wants to discuss this procedure with others (i.e. department heads, etc.) prior to its revision.

12.99.99.RO.01 “Limiting Staff From Within” - This procedure was tabled. The Provost wants to discuss this procedure with others (i.e. President, etc.) prior to its revision.

11.04.99.RO.02 “Basic Skills Requirement” – This procedure was tabled. Dr. Attardo wants to discuss this procedure at a future council meeting when Dr. Ricky Dobbs can be present for the discussion.

11.04.99.RO.05 “Requirements for a Second Bachelor’s Degree” – The proposed revision of this procedure was approved with provision that the following revised wording be included:

“Holders of a baccalaureate degree from this university or other accredited four-year college or university may be awarded a second baccalaureate degree upon completion of a minimum 30 semester hours in residence, including 24 advanced semester hours, and all catalog requirement for the second major.

“Those students whose first degree did not include the required American history and political science core curriculum must complete these requirements before the second degree is conferred.

31.05.01.RO.01 “Outside Employment & Consulting Activities of Faculty” – This procedure was tabled for further review/discussion. Dr. Blount would like to review System’s policy regarding external employment. Dr. Horne expressed her concern that the current procedure is very out of date in its reference to contract research.

13.99.99.RO.14 “Undergraduate Advisement/Degree Plans” – This procedure was tabled. Deans are to provide Dr. Attardo with input regarding how undergraduate advisement/degree plans are handled in their colleges. After input is received, Dr. Attardo will present the procedure at a future Academic Council for review/discussion.
Courses offered in shortened format – This procedure was tabled. Dr. Blount noted the need to change the reference of fifteen hours to 750 minutes based upon a 50 minute hour. Dr. Johnson requested additional time so she can review with COEHS department heads. Dr. Sampson said after the meeting, she would provide THECB information regarding the number of hours that online/shortened format courses are required to teach. Following the meeting, Dr. Mary Beth Sampson provided the following via email:

Courses delivered in shortened semesters are expected to have the same number of contact hours and the same requirement for out-of-class learning as courses taught in a normal semester. Institutions may offer a course in a non-traditional way (i.e. online, or through a shortened format) that does not meet these contact hour requirements, if the course has been reviewed and approved through a formal, institutional faculty review process that evaluates the course and its learning outcomes and determines that the course does, in fact, have equivalent learning outcomes to an equivalent, traditionally delivered course.


Dr. Attardo was requested to route the approved procedures (deletions/merger/revisions) to Faculty Senate for their review/approval prior to submission to the Office of Compliance.