

Academic Council Notes

October 22, 2013

BA 290

Academic Council Members in Attendance:

- Dr. Adolfo Benavides, Provost and Vice President for Academic Affairs
- Dr. Dan Edelman, Associate Provost for Academic Affairs
- Dr. Arlene Horne, Vice Provost for Research and Dean of Graduate Studies
- Dr. Marila Palmer, Associate Provost for Institutional Effectiveness and Planning
- Dr. Dale Funderburk, Interim Dean, College of Business and Entrepreneurship
- Dr. Sal Attardo, Dean, College of Humanities, Social Sciences and Art
- Dr. Grady Blount, Dean, College of Science, Engineering and Agriculture
- Mr. Greg Mitchell, Director of Libraries
- Dr. Ray Green, Dean, Honors College
- Dr. Ricky Dobbs, Dean, University College
- Dr. Edward Romero, Chief Diversity Officer and Director of Equal Opportunity
- Mr. Joe Daun, Department Head Representative

Not in Attendance:

- Dr. Kenneth Clinton, Associate Vice President for Global Initiatives
- Dr. Gail Johnson, Interim Dean, College of Education and Human Services

Others in Attendance:

- Dr. Harvetta Henry, Interim Assistant Dean, College of Education and Human Services
- Ms. Paige Bussell, University Registrar
- Dr. Julie McElhany, Director, Faculty Center for Teaching with Technology
- Mr. Jeremy Gamez, Instructional Technology Coordinator
- Ms. Cynthia Rhodes, Executive Assistant to the Provost

Minutes recorded by Cynthia Rhodes.

Procedure 13.99.99.RO.19 – “Graduation Checking” – Mr. Daun expressed concern that graduation checking is so dependent upon Degree Works. There are issues with IT. When Degree Works is down on the weekend, students/advisors cannot access information. Registrar stated as soon as catalog changes are processed, Degree Works data is revised to match the catalog. Therefore, Degree Works is only as accurate as the data in the catalog. Degree Works training is offered each month to those interested in attending.

Deans requested that the wording in the procedure be changed to reflect “greater than 90 hours”. Deans also agreed with the Registrar that Academic Affairs should be the contact office for the graduation checking procedure.

Action: Ms. Bussell will make the requested changes and forward the final document to the Provost Office for review and processing.

Faculty Center for Teaching with Technology (FCTT) – Dr. McElhany presented information regarding how FCTT is available to assist colleges in making their courses accessible to disabled students. When reviewing developing/redesigning courses, FCTT will ensure that proper coding is used (i.e. formatting, table, etc.) Some of the services available through the center are listed below.

- In-house captioning for videos produced in the center's recording studio. Videos need to be captioned.
- Assist with development of new online courses to comply with accessibility standards
- Assist with redesign of existing online courses to comply with accessibility standards
- Assist with ensuring documents comply with accessibility standards. Content description needs to be captioned.

Instructional Technology Coordinator (Jeremy Gamez) will identify departments. FCTT will assist in reviewing each course to determine its accessibility. Plans are to begin with BAAS courses. FCTT will meet with faculty on a one-on-one basis to review their course(s). The center will partner with faculty and develop a good relationship to achieve accessibility for disabled students.

Dr. Edward Romero suggested FCTT staff contact Michele Vieira, Title IX Administrator, since the Title IX committee addresses many issues related to accessibility and student learning.

Procedure 11.04.99.RO.02 “Basic Skills Requirements” – Dr. Dobbs presented information regarding revisions to the Basic Skills Requirement procedure. Dr. Palmer requested Dr. Dobbs make one last revision to spell out the acronyms the first time they are used in the document. Council voted to approve the procedure subject to the change regarding the acronyms.

Action: Dr. Dobbs will make the requested change and forward the final document to the Provost Office for review and processing.

CSEA Update – Dr. Blount stated that the university charges tuition for remedial courses and remedial course grades are calculated into the students' GPA. Remedial courses are usually taught by GAT who may or may not have 18 SCH in the discipline. Dr. Palmer stated typically if a course is not credited, it's not calculated into the GPA. Therefore, the 18 SCH rule would not apply. Dr. Palmer stated it would be up to the institution to justify this situation pending SACS interpretation. However at this time the question has not been proposed to SACS. Dr. Dobbs will check with Texas Success Initiative (TSI) to see how this situation might be viewed.

Commencement Speakers – Dr. Benavides informed the colleges that the president was receptive and appreciated their idea of having commencement speakers such as Emeriti faculty, retired faculty, distinguished alums, etc.) instead of graduate students.

Action: Deans were asked to forward Dr. Benavides their recommendations for commencement speakers no later than Friday, October 25.

Dean Searches Update – Both dean search committees are proceeding with the search timeline/process. Names of the final candidates will be announced soon as interviews are scheduled and invitations are extended to the candidates.