

MINUTES OF THE ACADEMIC COUNCIL
TENNESSEE TECH UNIVERSITY
April 10, 2019

The Academic Council met at 3:38 p.m. on Wednesday, April 10, 2019 in Derryberry Hall Deans' Conference Room with Dr. Linda Null, Chairperson, presiding.

The following members of the council were present:

Dr. Thomas Payne	Dr. Mary Matthews
Dr. Doug Bates	Prof. Kim Winkle
Dr. Jessica Oswalt	Dr. Tammy Boles
Dr. Paul Semmes	Dr. Barbara Jared
Dr. Mike Gotcher	Dr. Troy Smith
Dr. Lisa Zagumny	Dr. Linda Null
Dr. Lee Ann Shipley	Dr. Barry Stein
Dr. Douglas Airhart	Dr. Brian O'Connor
Dr. Lori Maxwell	Dr. David Larimore
Dr. Ismet Anitsal	Mr. David Hajdik
Dr. Christine Miller	Dr. Chris Brown
Dr. Zac Wilcox	Dr. Corinne Darvennes
Dr. Holly Stretz	

Others present were: Dr. Sharon Huo, Dr. Mark Stephens, and Dr. Brandon Johnson. Guests included Jeff Roberts, Julie Galloway, Tom Timmerman, Hayden Mattingly, Martin Sheehan, Beth Smith, Regina Lee. The following members of the council were absent:

Dr. Jennifer Shank	Dr. Ann Hellman
Dr. Bruce Greene	Mr. Brad Sells
Dr. Troy Brachey	Ms. Tiffany Smith
Dr. Christy Killman	Ms. Emily Bass
Dr. Ben Mohr	Ms. Katelynn Cammack

SUMMARY OF PROCEEDINGS

Approved the agenda

Approved the minutes of the February 20, 2019 meeting

Annual Reports

- Faculty Development Steering Committee (Bedelia Russell)
- Faculty Research Committee (Rachel Hall or Harvill Eaton)
- Graduate Studies Executive Committee (Mark Stephens)
- Teacher Education Committee (Lisa Zagumny)
- University Curriculum Committee (Jeremy Wendt or Sharon Huo)
- University Library Committee (Chris Brown or Doug Bates)

Addition of Business Minors (Julie Galloway)

Addition of SERVICE Certificate (Jeremy Wendt)

Addition of International Studies Minor (Martin Sheehan)

Addition of Banking Certificate (Thomas Payne)

Addition of International Business Minor (Thomas Timmerman)

Addition of Online Teaching & Design Certificate (Jeremy Wendt)

Additional of Two Certificate Programs in PSM-Environmental Informatics (Mike Gotcher or Hayden Mattingly)

Deletion of WEBD Minor (Linda Null)
Deletion of Recreation and Leisure Concentration (Lisa Zagumny)
Procedures and Forms to Coordinate with Policy 205, Faculty Tenure (Sharon Huo)
Policy 207, Tenured Faculty (Mark Stephens)
Policy 267, Academic Calendar (Sharon Huo)
Policy 271, General Graduate Degree Requirements (Mark Stephens)
Policy 282, Graduate Faculty Appointment and Responsibilities Policy (Mark Stephens)
Policy 1200, Undergraduate Admission Requirements (Brandon Johnson)
2020 – 2021 Academic Calendar Recommendation, Informational Item (Sharon Huo)
Electronic Voting (Linda Null)
Election of Chairperson for 2019-2020

PROCEEDINGS

Approval of the Agenda

Dr. Darvennes MOVED approval and Dr. Larimore SECONDED. APPROVED unanimously.

Approval of the Minutes of the February 20, 2019 Meeting

Dr. Darvennes MOVED approval and Dr. Stein SECONDED. APPROVED unanimously.

Annual Reports

All reports were approved and seconded. Dr. Stein MOVED approval and Dr. Darvennes SECONDED. APPROVED unanimously.

Addition of Business Minors (Julie Galloway)

It was explained that the Department of Decision Sciences and Management would like to offer students the opportunity to earn a Minor in Business Information Technology and Analytics. Dr. Darvennes MOVED approval and Dr. Stein SECONDED. APPROVED unanimously.

Addition of SERVICE certificate (Jeremy Wendt)

It was explained that the department of Curriculum and Instruction would like to create a SERVICE Certificate at both the Undergraduate and Graduate level. The SERVICE Certificate Program is an interdisciplinary certificate at TTU that offers undergraduate and graduate students the opportunity to identify and participate in service learning opportunities that have lasting community impacts. This program is a collaboration among the TTU Office of Service Learning and the College of Education, specifically the Department of Curriculum & Instruction, to recognize and promote students' efforts in service learning. The SERVICE Program will provide students with opportunities through coursework and experiential service learning that will improve their soft skills (leadership, team-building, etc.) while serving the local community. The SERVICE Program reinforces TTU's mission of developing student capacity in service and outreach to benefit the people of Tennessee and the nation. Dr. Larimore MOVED approval and Dr. Stein SECONDED. APPROVED unanimously.

Addition of International Studies Minor (Martin Sheehan)

This would help students who study abroad to receive a minor for their course work while abroad. Also, this will help them be able to use financial aid, as it would be a part of their coursework. Dr. Darvennes MOVED approval and Dr. Maxwell SECONDED. APPROVED unanimously.

Addition of Banking Certificate (Thomas Payne)

Dr. Thomas Payne explained the details and significance of the banking certificate. This would be available to all majors. This would be an asset to students and the banking industry, as the demand continues to rise. Dr. Payne MOVED approval and Dr. Anitsal SECONDED. APPROVED unanimously.

Addition of International Business Minor (Thomas Timmerman)

It was explained that the Department of Decision Sciences and Management would like to offer students the opportunity to earn a Minor in International Business. Students may earn this minor by completing 15 hours: 9 hours relating to international business, the other 6 hours relating to foreign language, study abroad, or international type of classes. Dr. Stein MOVED approval and Dr. Stretz SECONDED. APPROVED unanimously.

Addition of Online Teaching & Design Certificate (Jeremy Wendt)

It was explained that this certificate program has been designed to enhance current concentrations and create new pathways for faculty, administration, and students in the rapidly expanding field of online education. The four-course sequence has been developed to support and prepare educators for the challenges and opportunities of online and distance education. The certificate is 12 hrs., and includes courses from the Curriculum & Instruction Educational Technology graduate program. Dr. Stein MOVED approval and Dr. Payne SECONDED. APPROVED unanimously.

Additional of Two Certificate Programs in PSM-Environmental Informatics (Mike Gotcher or Hayden Mattingly)

Two new 15-credit-hour graduate certificates were proposed within the Professional Science Master's degree program in the Environmental Informatics concentration: (a) Managerial Environmental Informatics and (b) Technical Environmental Informatics. Students may earn one or both certificates as stand-alone graduate certificates, or as embedded within the 33-credit-hour PSM degree program. Curricular requirements for each certificate are summarized in the table in the proposal. The Industrial Advisory Board for the PSM-EI program suggested that we offer graduate certificates with managerial and technical tracks to appeal to working professionals in government agencies and industry. The certificates may also encourage students to complete the full PSM degree program, thereby boosting enrollment and graduation rates.

Cost: No additional cost is anticipated. With proper early planning and advisement, students on traditional assistantships can embed the certificate courses fully within the wider PSM degree program, with no need to take more than 33 credit hours. Dr. Larimore MOVED approval and Dr. Stein SECONDED. APPROVED unanimously.

Deletion of WEBD Minor (Linda Null)

This deletion is recommended, as most of the courses required for the WEBD minor are no longer being taught. Dr. Larimore MOVED approval and Dr. Semmes SECONDED. APPROVED unanimously.

Deletion of Recreation and Leisure Concentration (Lisa Zagumny)

This deletion is recommended, as all students with this concentration have been through the program and finished it. Dr. Darvennes MOVED approval and Dr. Stretz SECONDED. APPROVED unanimously.

Procedures and Forms to Coordinate with Policy 205, Faculty Tenure (Sharon Huo)

A new form for tenure track review has been added as well as a voting form. After much discussion, the Procedures and Forms for Policy 205 passed, with the exception of the Cover Form, for which a subcommittee was formed to evaluate and bring to the first Academic Council meeting of the fall semester. Dr. Darvennes MOVED approval and Dr. Miller SECONDED. APPROVED unanimously.

Policy 207, Tenured Faculty (Mark Stephens)

Discussion occurred about defining “peers” and the election of peers by departments. An amendment was made under E.3. Dr. Stretz MOVED approval and Dr. Darvennes SECONDED. APPROVED unanimously.

Policy 267, Academic Calendar (Sharon Huo)

After much discussion, under section III.A. “one 15-week fall semester and one 15-week spring semester” was deleted and, “a fall and spring semester, each with a minimum of 15 weeks” was inserted. Dr. O’Conner MOVED approval and Dr. Maxwell SECONDED. APPROVED unanimously. Motioned as amended, one opposed.

Policy 271, General Graduate Degree Requirements (Mark Stephens)

After much discussion, under section IV.P.5., “Refer to policy 282 for a complete listing of graduate faculty responsibilities” was deleted and “if appointed pursuant to Policy 282 (Graduate Faculty Appointment and Responsibilities)” was inserted. Dr. Stretz MOVED approval and Dr. Gotcher SECONDED. APPROVED unanimously.

Policy 282, Graduate Faculty Appointment and Responsibilities Policy (Mark Stephens)

After much discussion, under section IV.D.7 both references to research, as it pertains to advisors, were deleted. Dr. Darvennes MOVED approval and Dr. Stretz SECONDED. APPROVED unanimously.

Policy 1200, Undergraduate Admission Requirements (Brandon Johnson)

The undergraduate admission requirements were reviewed for fall 2020. The holistic review approach is being reviewed and added to admissions. This would occur if students did not meet the requirements for admission. With the holistic approach, the Admissions Review Committee will review and decide on a case by case basis. If students have a 3.0 and their ACT score is not high enough, their 3.0 or higher GPA would suffice. Dr. Johnson informed the Council that they were only voting on the admission requirements within the policy, not the actual policy. Dr. Oswalt MOVED approval and Dr. Gotcher SECONDED. APPROVED unanimously.

2020 – 2021 Academic Calendar Recommendation, Informational Item (Sharon Huo)

The 2020-2021 school year has set dates for a semester with 15 weeks of instruction. The class hours would change for M, W, F classes would be 50 minutes and T, TH classes would be one hour and 15-minute classes.

Electronic Voting (Linda Null)

A subcommittee will be working on the procedure for electronic voting. The subcommittee volunteers are O’Connor, Troy Smith, and Airhart.

Election of Chairperson for 2019-2020

Dr. Stretz was nominated and elected as chairperson.

Such Other Matters

Meeting adjourned at 6:49 p.m.

APPROVED September 11, 2019

Elizabeth Sofia, Recorder

Documents on file with the minutes:

All documents presented at the meeting