

Attendees			
Chaired by:	Office of Academic Affairs	Richard Brower, M.D.	Present
Voting Members:	GGHSON	Jené Hurlbut, Ph.D., R.N., C.N.E.	Present
	GGHSON	Stephanie Woods, Ph.D., R.N.	Participated via Telephone
	FGSBS	Munmun Chattopadhyay, Ph.D.	
	FGSBS	Rajkumar Lakshmanaswamy, Ph.D.	
	PLFSOM	Dale Quest, Ph.D.	Present
	WLHSDM	Richard Black, D.D.S.	Present
	WLHSDM	Rhonda Everett, D.D.S., M.P.H.	Present
	SGA	Victor Vasquez, M.S.	Present
Ex-officio	Faculty Senate	Richard McCallum, M.D.	
Members:	Office of Academic Affairs	Michele Williams, Ed.D.	Present
	SSSE – Interim Senior Director	Hilda Alarcon, M.Ed.	Present
	SSSE – Registrar	Diana Andrade, M.Ed.	
	SSSE – Financial Aid	Ron Williams	Present
	SSSE- Wellness	Dorothy Stewart	Present
	Student Business Services	Cynthia Flores	Present
	Office of Academic Affairs	Christiane Herber-Valdez, Ed.D.	Present
	Office of Institutional Research & Effectiveness	Oliana Alikaj-Fierro, Ph.D.	Present
	TTUHSC-El Paso Libraries	Lisa Beinhoff, Ph.D.	Present
	PLFSOM GME	Armando Meza, M.D.	
	PLFSOM OME	Maureen Francis, M.D.	
	PLFSOM OSA	Charmaine Martin, M.D.	Present
	WLHSDM	Wendy Woodall, D.D.S.	Present
	IPE Curriculum Council	Scott Crawford, M.D., FACEP, FSSH, CHSOS	
	Interprofessional Education	Alyssa Cervantes Benavides, Ph.D., M.P.A.	Present
Guests:	Student Business Services	Glenn Yri, MSCP, NCC, LPC	Present
	PLFSOM OME	Tanis Hogg, Ph.D.	Present
Recorded by:	Office of Academic Affairs	Veronica Rodriguez	Present

Objective
 The purpose of these meetings is to consider requests from TTUHSC El Paso schools and leadership for degree and certificate programs; recommended course additions, changes, and deletions; institutional academic catalog content and revisions; academic calendar concerns; and academics policies, publication, and matters with institutional impact.

Summary		
Agenda Item	Discussion	Conclusion(s) and/or Action Item(s)
<ul style="list-style-type: none"> • Call to order Recognition of Proxies Confirmation of Quorum – R. Brower 	<ul style="list-style-type: none"> • Dr. Maureen Francis was unable to attend and designated Dr. Tanis Hogg to serve as proxy in her absence 	Dr. Brower called the meeting to order at 10:35 AM and confirmed quorum
<ul style="list-style-type: none"> • Review of the Minutes from the 09 March 2023 meeting – R. Brower 	<p>Minutes of the 09 March 2023 Academic Council Meeting (Exhibit A) were emailed to council members prior to the meeting for review</p> <ul style="list-style-type: none"> • Page 6, Outcome of HSCEP OP 59.06, change requested to move “approved unanimously” to Conclusion(s) and/or Action Item(s) column • Members had no additions or corrections to the minutes 	Dr. Brower requested a motion to approve minutes. Dr. Black motioned. Dr. Hurlbut seconded. Motion passed unanimously.
<ul style="list-style-type: none"> • Anticipated Action Items: 		
<ul style="list-style-type: none"> ○ Creation of Learning Assistance and Student Support Office (LASSO) in Student Services – G. Yri <p>Glenn Yri, MSCP, NCC, LPC Associate Director for Student Success FSOM</p>	<p>Proposal to Academic Council to Establish a New Unit handout (Exhibit B) was emailed to council members prior to the meeting for review</p> <ul style="list-style-type: none"> • Learning Advancement and Student Success Office (LASSO) presentation (Exhibit C) proposal to establish the LASSO as an institutional resource <ul style="list-style-type: none"> ○ Creates a centralized unit for general academic support services, coordination with disability services and wellness, and accessibility resources for all TTUHSC El Paso students ○ Provides support to the schools in relation to tutoring and support programs, at the school’s discretion <ul style="list-style-type: none"> ✓ Not intended to compel schools to change their framework or to hire additional staff ○ Initial reorganization is to transition Glenn Yri to Director for LASSO in the Office of Student Services and Student Engagement (OSSSE) <ul style="list-style-type: none"> ➤ OSSSE staff at Associate and Assistant Director levels already supporting some of these functions, so this initiative primarily involves the integration of general academic support services and some associated realignment of existing roles ➤ FSOM is creating learning specialist positions to support the new framework • Discussion ensued related to funding, cost sharing, and data on peer interactions with FSOM, SON, SDM, GSBS students 	<p>No motion was offered in relation to this item; however, no action by the Academic Council is required for action on this administrative reorganization.</p> <p>This item was re-framed as informational. The Council will be informed regarding substantial developments involving the Office of Student Services and Student Engagement</p>

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	<ul style="list-style-type: none"> ➤ There is no expectation that schools expand their student support staffs as part of this initiative. However, the initiative will extend general academic support services to all TTUHSCEP students, and schools have the option of supplementing and integrating these general services with school/program-specific services as they deem necessary 	
<ul style="list-style-type: none"> ○ Developing a policy on commencement and convocation awards – R. Brower 	<p>Guidelines for Non-Course-Credit-Based Awards, Honors, and Recognitions to be Bestowed at Commencement or Convocation (Exhibit D) was emailed to council members prior to the meeting for review</p> <ul style="list-style-type: none"> • Sets practical guidance on the institutional expectation for the review and approval of student awards to be bestowed at any TTUHSC El Paso commencement or convocation <ul style="list-style-type: none"> ○ Recommendation to have an institutional approving body, Academic Council to review and approve commencement and convocation awards <ul style="list-style-type: none"> ➤ If Academic Council sees a recurring issue then guidelines will be expanded to address 	<p>Dr. Brower requested a motion to approve. Dr. Black motioned to table and revisit at the next meeting.</p> <p>Agenda item at the 13 July 2023 Academic Council meeting</p>
<ul style="list-style-type: none"> ○ Commencement Protocols – R. Brower 	<p>No written guidelines exist on commencement protocols</p> <ul style="list-style-type: none"> • Suggestion to form a task force of Academic Council members to draft the general generic institutionally relevant commencement protocols <ul style="list-style-type: none"> ○ VPAA will propose a process for creating academic ceremonial protocols and a predetermined task force at next Council meeting 	<p>Dr. Brower requested a motion to approve. Dr. Woodall motioned. Mr. Black seconded. Motion passed unanimously.</p> <p>Agenda item at the 13 July 2023 Academic Council meeting</p>
<ul style="list-style-type: none"> ○ Creation of institutional calendar of accreditation events – O. Alikaj-Fierro 	<p>Presented an overview of the updates made to the “Accreditation Organizations” tab as requested by Academic Council at the 19 January 2023 meeting and posted on the Office of Institutional Research and Effectiveness (OIRE) homepage and linked to the Office of Academic Affairs (OAA) webpage</p> <ul style="list-style-type: none"> • Updates to the “Accreditation Organizations” data includes: <ul style="list-style-type: none"> ○ Table of the TTUHSC El Paso accreditors recognized by the U.S. Department of Education for institutional and programmatic accreditation: <ul style="list-style-type: none"> ➤ CCNE, CODA, LCME, SACSCOC 	

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	<ul style="list-style-type: none"> ✓ Organization , Description, Program, Accredited Date, Last Review Date, Next Review Date ○ Table of the TTUHSC El Paso accreditors not recognized by U.S. Department of Education: <ul style="list-style-type: none"> ➤ AAALAC, ACGME, SSH, The Joint Commission ✓ Organization , Description, Accredited Date, Last Review Date, Next Review Date • Correction requested: <ul style="list-style-type: none"> ○ CODA change the Next Review Date from 2027 to “2025” <p><u>Announcement:</u> Dr. Brower acknowledged Dr. Herber-Valdez and Dr. Alikaj-Fierro on the recent SACSCOC On-Site Visit in April 2023, outcome was “stupendous” with no findings and no recommendations</p>	
<ul style="list-style-type: none"> ○ HSCEP OP 77.17 Transfer of Credit – R. Brower 	<p>HSCEP OP 77.17 ‘tracked changes’ version (Exhibit E) was emailed to council members prior to the meeting.</p> <ul style="list-style-type: none"> • Additional editorial changes to §II. Paragraphs D., E., F., J. (i.e., text, grammar, hyperlink issues) were received prior to the start of the meeting resulting in a revised ‘tracked changes’ version (Exhibit E-1) presented to council members for review during the meeting • Recommended changes: <ul style="list-style-type: none"> ○ §II. Evaluating, Awarding and Accepting Credit for Transfer, Paragraph H., switch the order of 2nd sentence and 3rd sentence 	<p>Dr. Brower requested a motion to approve OP 77.17 with the changes discussed. Dr. Black motioned. Mr. Everett seconded. Motion passed unanimously</p>
<ul style="list-style-type: none"> • Updates: 		
<ul style="list-style-type: none"> ○ OMFS Residency Program – WLHSDM <ul style="list-style-type: none"> ➤ Curriculum management options available to manage the OMFS courses – M. Williams 	<ul style="list-style-type: none"> • Management of the OMFS program, as currently approved, does not directly involve Registrar Office functions or resources except if/when program participants may also be pursuing a degree program within the context of the OMFS training -- in which case the Registrar’s office would only be involved through that degree program • OMFS program should be managed in a similar fashion to GME programs – and the institution has available a variety of applicable curriculum management systems <ul style="list-style-type: none"> ○ OMFS team advised to consult with Dr. Michele Williams to explore those options 	

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	<ul style="list-style-type: none"> Residents do not need to be included in banner student. Canvas should be sufficient 	
<ul style="list-style-type: none"> Academic Policies Reviewed – R. Brower <ul style="list-style-type: none"> ➤ 56.06 Bring Your Own Device (BYOD) ➤ 59.09 Definition and Calculation of Credit Hours ➤ 61.23 TTUHSC El Paso Classroom and Class Lab Scheduling Policy ➤ 77.08 Student Travel Policy 	<p>4-HSCEP OPs have been reviewed through the Office of Academic Affairs and per review stipulations the policies are not subject to Academic Council’s review (4-HSCEP OPs are listed on the agenda)</p>	
<ul style="list-style-type: none"> Round table/open discussion of potential new business – R. Brower 	<p>TECH Ready, inaugural institutional Quality Enhancement Plan was approved during the recent SACSCOC On-Site Visit and will be led by Dr. Alyssa Benavides, Senior Director for IPE.</p> <p>Attendance for voting members, if voting member is unable to attend please notify OAA and designate a proxy.</p> <p>Academic Council membership is growing we are adding representation from new Office of IPE and IPE Curriculum Council.</p> <p>Academic catalog edits from the schools were due May 1st; if not submitted academic catalog staff will contact the schools.</p> <p>Dr. Beinhoff announced the implementation of a new system of use for student fees for printing. Students receive \$400 worth of printing for their \$100 of student fees, renewable annually.</p> <p>Victor Vasquez announced he is graduating and thus attending his final Academic Council meeting serving as SGA Representative.</p> <p>Dr. Brower announced he is relinquishing his VPAA role to new Interim VPAA, Dr. Wendy Woodall and thus attending his final Academic Council meeting serving as Council Chair.</p>	
<ul style="list-style-type: none"> Next Meeting 	<p>Thursday, July 13, 2023 10:30 AM – 12:00 PM Location: MSBII, President’s Conference Room</p>	

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• Adjourn – R. Brower		Dr. Brower adjourned the meeting at 11:55 AM

Attachments		
Exhibit	Title	Provided by
A	Minutes of the 09 March 2023 Academic Council Meeting	Office of Academic Affairs
B	Proposal to Academic Council to Establish a New Unit Handout	Student Success Office
C	Learning Advancement and Student Success Office (LASSO) Powerpoint presentation	Student Success Office
D	Guideline Guidelines for Non-Course-Credit-Based Awards, Honors, and Recognitions to be Bestowed at Commencement or Convocation	Office of Academic Affairs
E	HSCEP OP 77.17 Transfer of Credit ‘tracked changes’ version	Office of Academic Affairs
E-1	HSCEP OP 77.17 Transfer of Credit ‘tracked changes’ version (Revised)	Office of Academic Affairs