

Attendees			
Chaired by:	Office of Academic Affairs	Wendy Woodall, D.D.S.	Present
Voting Members:	GGHSON	Jené Hurlbut, Ph.D., R.N., C.N.E.	Present
	GGHSON	Rodolfo Olivares, DNP, RN, N EA-BC	Present
	FGSBS	Rajkumar Lakshmanaswamy, Ph.D.	Present
	FGSBS	Munmun Chattopadhyay, Ph.D	Present
	PLFSOM	Eric Rohren, M.D., Ph.D., FACR	Present
	PLFSOM	Mariela P. Lane, M.D.	Present
	WLHSDM	Richard Black, D.D.S.	Present
	WLHSDM	Rhonda Everett, D.D.S., M.P.H.	
	SGA	Victor Vasquez, M.S.	
Ex-officio	Office of Academic Affairs	Michele Williams-Burns, Ed.D., M.S., M.Ed.	Present
Members:	SSSE – AVP	John R. Harrell, Ed.D.	Present
	SSSE – Registrar	Diana Andrade, M.Ed.	
	SSSE – Financial Aid	Ron Williams	Present
	SSSE – Wellness	Dorothy Stewart, M.S.	
	SSSE – Student Support Services	Glenn Yri, MSCP, LPC, NCC	
	Student Business Services	Cynthia Flores	Present
	Office of Academic Affairs	Christiane Herber-Valdez, Ed.D.	Present
	TTUHSC – El Paso Libraries	Lisa Beinhoff, Ph.D.	
	OIRE	Martin Garcia, M.S.	Present
	PLFSOM GME	Amanda Stokes, B.S., C-TAGME	Present
	PLFSOM OSA	Charmaine Martin, M.D.	
	PLFSOM OME	Maureen Francis, M.D., M.S.-H.P.Ed., MACP	Present
	IPE Curriculum Council	Scott Crawford, M.D., FACEP, FSSH, CHSOS	Present
	Interprofessional Education	Alyssa C. Benavides, Ph.D., M.P.A.	Present
Guests:	GGHSON	Gloria M. Loera, DNP, RN, NEA-BC	Present
	WLHSDM	Rosemary McPharlin, D.D.S.	Present
	SGA	Alexandra Gomez	Present
	Library	Corina Bustillo	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)
• Call to order Recognition of Proxies Confirmation of Quorum – W. Woodall	• Dr. Rhonda Everett was unable to attend and designated Dr. Rosemary McPharlin as proxy in her absence • Victor Vasquez was unable to attend and designated Alexandra Gomez as proxy in his absence	Dr. Woodall called the meeting to order at 10:32 AM and confirmed quorum
• Review of the Minutes from the 12 March 2026 meeting – W. Woodall	Minutes of the 12 March 2026 Academic Council Meeting (Exhibit A) were emailed to council members prior to this meeting for review • Members had no additions or corrections to minute of previous meeting	Dr. Woodall requested a motion to approve. Dr. Lakshmanaswamy motioned. Dr. Rohren seconded. Motion passed unanimously
• Anticipated Action Items:		
○ Doctor of Nursing Practice degree – G. Loera Guest presenter: Gloria M. Loera, DNP, RN, NEA-BC Associate Professor Graduate Program Director Hunt School of Nursing	Supporting documents for Doctor of Nursing Practice (DNP) degree were emailed to council members prior to the meeting for review (Exhibit B) • <i>“Doctor of Nursing Practice Executive Leadership”</i> presentation (Exhibit C) provided an overview of the proposed doctoral degree program ○ Gayle Greve Hunt School of Nursing (Hunt SON) proposes to establish a DNP degree in the area of executive leadership ➤ Doctor of Nursing Practice degree intends to address demand among nursing and healthcare administrators seeking a terminal degree to enhance effectiveness in leadership roles ➤ Program design ✓ Fully online, 2-year degree plan consisting of 5-semester, with graduation requirement of 36 semester credit hours and 504 experiential practice hours ✓ Recruitment efforts focused on alumni, healthcare administrators, APRNs, and nursing faculty ✓ Admission requirements include a BSN and MSN degree from an accredited institution ✓ Anticipated annual enrollment of a cohort of 5-students • Next steps ○ Present to BOR in August 2026 (submit agenda item by June 2026) ○ Upon BOR approval, submit the application to THECB ○ Target implementation in Fall 2028 ○ Target CCNE accreditation visit in Fall 2029	Dr. Woodall requested a motion to approve the Hunt SON degree program, Doctor of Nursing Practice. Dr. Black motioned. Dr. Lakshmanaswamy seconded. Motion passed unanimously
○ HSCEP OP 77.05, Student Leaves of Absence and Suspensions – J. Harrell	HSCEP OP 77.05 ‘tracked changes’ (Exhibit D) and ‘clean’ (Exhibit D-1) versions were emailed to council members prior to the meeting for review • A significant rewrite was made to the policy to update language, add new definitions and leave types, ensure compliance with new laws and Title IV requirements. Legal reviewed, vetted, and approved revisions	Dr. Woodall requested a motion to table. Dr. Black motioned. Dr. Rohren seconded. Motioned passed unanimously

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	- Discussion focused on leave of absence procedures, ADA accommodation processes, school-level responsibilities, and implementation within the institutional catalog. - Due to the scope of the revisions and concerns with the revised language, the policy will be deferred to allow for additional school-specific review and refinement of verbiage	Revisit OP 77.05 policy at July 9 th Academic Council meeting
HSCEP OP 77.17, Transfer of Credit – J. Harrell	HSCEP OP 77.17 ‘tracked changes’ (Exhibit E) and ‘clean’ (Exhibit E-1) versions were emailed to council members prior to the meeting for review - Policy primarily applies to the nursing school, currently the only school that transfers undergraduate credit - Revisions made to align with changes in the Texas Administrative Code, clarify transfer credit review and dispute processes, add language regarding experiential learning, and clarify Advanced Placement (AP) and CLEP testing provisions - Updates also address requirements related to Senate Bill 3039	Dr. Woodall requested a motion to approve OP 77.17. Dr. Hurlbut motioned. Dr. Lakshmanaswamy seconded. Motion passed unanimously
HSCEP OP 77.19, Campus Assessment, Response and Evaluation (CARE) Team for Students – J. Harrell	HSCEP OP 77.19 ‘tracked changes’ (Exhibit F) and ‘clean’ (Exhibit F-1) versions were emailed to council members prior to the meeting for review - Revisions include updates to standardized CARE Team language, core membership, meeting protocols, process procedures and leadership responsibilities - Associate Managing Director for Student Support Services designated as the primary CARE Team lead - Upon policy approval, additional student-facing procedures will be outlined in the academic catalog	Dr. Woodall requested a motion to approve OP 77.19. Dr. Rohren motioned. Dr. Chattopadhyay seconded. Motion passed unanimously Develop and incorporate CARE Team student-facing procedures into the academic catalog
Updates:		
Academic Policy Reviewed (4) – W. Woodall	4-HSCEP OP has been reviewed through the Office of Academic Affairs and per review stipulations the policy is not subject to Academic Council’s detailed review and approval	
1. HSCEP OP 77.07, Credit by Examination	HSCEP OP 77.07 review is complete and posted on the “Policy and Procedures” webpage	
2. HSCEP OP 77.16, Core Curriculum Policy	HSCEP OP 77.16 review is complete and posted on the “Policy and Procedures” webpage	
3. HSCEP OP 75.11, Health Surveillance Program for TTUHSC El Paso Institutional Health and Infection Control Program - Attachment A, Exposure Management - Attachment B, Immunizations - Attachment C, Tuberculosis	HSCEP OP 75.11 review is complete and posted on the “Policy and Procedures” webpage	

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➤ Attachment D, Laboratory Order		
4. HSCEP OP 57.02, Guidelines for the Educational Use of Copyrighted Works ➤ Attachment A, Sample Permissions Letter	HSCEP OP 57.02 review has been completed	HSCEP OP 57.02 routing to reviewers for approval signatures
○ HSCEP OP 59.05 Grading Procedures and Academic Regulations – J. Harrell, M. Garcia, D. Andrade ➤ Audit Registration Form	Audit Registration Form, formally paper-based, was converted to dynamic form and fully functional for Council members to access and review	
○ HSCEP OP 59.01, TTUHSC El Paso Adding, Changing, and Deleting Courses and Changing Methods of Delivery – J. Harrell, D. Andrade ➤ Course Approval/Change Form	Course Approval/Change dynamic form was updated and available for Council member's review • Revisions include electronic signature routing, in accordance with new state law and addition of a drop-down menu under 'CIP Code'	
○ HSCEP OP 77.12, Observation of Religious Holy Day and Requests for Religious Accommodation – J. Harrell ➤ Request for Reasonable Religious Accommodation Form ➤ Appeal Form for Denied Absence Request Related to Religious Practices	Review of the process separating requests for religious accommodation from appeals of denied accommodation decisions is complete • HSCEP OP 77.12 is posted on the "Policy and Procedures" webpage and associated dynamic request forms are operational	
○ HSCEP OP 77.01, Admission – J. Harrell	HSCEP OP 77.01, significant revisions were made to the policy, however, several changes remain under review and additional time needed to address outstanding items	Revisit OP 77.01 policy at July 9 th Academic Council meeting
○ HSCEP OP 77.11, Permanent Student Record and Procedures for Safeguarding and Disposal of Student Records – J. Harrell	HSCEP OP 77.11, recently revised on February 17, 2026, was updated to address a policy gap concerning student records following a student's death. Legal review has been completed, and the policy is pending final approvals	HSCEP OP 77.11 routing to reviewers for approval signatures
• Round table/open discussion of potential new business	- Keynote speakers and honorary degrees – Dr. Rohren Inquired about the institutional process for selecting commencement keynote speaker and the potential establishment of honorary degrees to recognize individuals in our community who have made significant contributions to healthcare and advance the institution's mission ○ Dr. Woodall noted an existing TTU Lubbock policy related to emeritus recognitions may offer a useful framework and will	Dr. Woodall will review the existing TTU Lubbock emeritus recognition policy to inform future discussion on honorary degrees and institutional recognition processes

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	review it for future discussion. She clarified that keynote speaker selection is typically managed at the individual program level - Digital accessibility compliance deadline – Dr. Williams-Burns Emphasized the importance of maintaining progress towards digital accessibility compliance in advance of the April 2027 enforcement deadline. Additional training and tools, including Panorama, will be provided to support ongoing compliance efforts - Master of Science in Dentistry and Certificate in Orthodontics and Dentofacial Orthopedics – Dr. Woodall Orthodontic degree proposal is successfully advancing through CODA and BOR approval under Dr. Black’s leadership and was filed with THECB yesterday. Appreciation was extended to all involved for their hard work - Accessibility – Dr. Chattopadhyay Concerns were raised regarding the time required for accessibility remediation of instructional materials and its potential impact on faculty productivity and promotion and tenure expectations. Discussion focused on prioritization strategies, available training and remediation tools, and institutional support - It was noted that accessibility remediation and instructional revisions may be recognized within the school for promotion and tenure documentation as significant curricular contributions ➤ <u>Recommendation</u>. Develop standardized language to support promotion and tenure committees’ evaluation of this work	Dr. Williams-Burns will follow up with deans in case Panorama training by school is preferred Coordinate with Faculty Affairs to develop guidance for promotion and tenure evaluation of accessibility remediation and instructional revisions
○ Next Meeting	Thursday, July 10, 2026 10:30 AM – 12:00 PM Location: MSBII, President’s Conference Room	
• Adjourn – W. Woodall		Dr. Woodall adjourned the meeting at 11:23 AM
Attachments		
Exhibit	Title	Provided by
A	Minutes of the 12 March 2026 Academic Council Meeting	Office of Academic Affairs
B	Doctor of Nursing Practice degree supporting documents	Hunt School of Nursing
C	PowerPoint: <i>Doctor of Nursing Practice Executive Leadership</i>	Hunt School of Nursing
D	HSCEP OP 77.05, Student Leaves of Absence and Suspensions ‘tracked changes’ version	Office of Academic Affairs
D-1	HSCEP OP 77.05, Student Leaves of Absence and Suspensions ‘clean’ version	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 'clean' version	
F	HSCEP OP 77.19, Campus Assessment, Response and Evaluation (CARE) Team for Students 'tracked changes' version	Office of Academic Affairs
F-1	HSCEP OP 77.19, Campus Assessment, Response and Evaluation (CARE) Team for Students 'clean' version	Office of Academic Affairs