

Academic Council Meeting Minutes

Date: March 11, 2021

Time: 11:00 A.M. - 12:00 P.M.

Location: WebEx

MEETING CALLED BY	Paul E. Ogden, M.D., FACP, Provost and Vice President for Academic Affairs
TYPE OF MEETING	Establish and review processes.
NOTE TAKER/TIMEKEEPER	Cecy Rodriguez, Section Coordinator; Michelle Castro, Executive Associate
ATTENDEES	Wendy Woodall, D.D.S., Ron Williams, Lisa Beinhoff, Ph.D., Christiane Herber-Valdez, Ed.D., Michele C. Williams, Ed.D., Stephanie Woods, Ph.D., R.N., Lizette Villanueva, Ph.D., R.N., Rajkumar Lakshmanaswamy, Ph.D., Huanyu Dou, Ph.D., Thwe Htay, M.D., Charmaine A. Martin, M.D., Richard C. Black, D.D.S., Jessica Tom, Irene Alexandraki, M.D., Armando D. Meza, M.D., Clarissa Silva, Robin Dankovich, Ed.D., Diana Andrade, Cynthia Flores, Oliana Alikaj-Fierro, Ph.D., Gloria Loera, Ron Graham, Josh Moreno-Espinoza, M.Ed., Linda S. Ellis, M.D., Melissa Nicole Ortega; Maria Dominguez Invitees: Paul Fierro, Hector Noriega

I. Call to Order | Confirmation of Quorum | New Council Members

- i. Dr. Ogden ensured voting members were present from all schools
 - a. 2 from dentistry, 2 nursing, 1 medicine, 1 graduate school = 6 voting members

II. Items Needing Review\Vote

A. Review of Minutes from Jan. 14, 2021 Meeting

- i. Meeting called to order no additions or corrections, none opposed and minutes were accepted

B. Review of HSCEP OP 59.XX, Academic Calendars * Attachment A

- i. Language – on second page under timeliness 50A – Challenge on wording
- ii. Dr. Ogden – importance - academic calendars need to set well ahead of time for both the State and Financial Aid– Need to have the beginning and ends of terms for all schools;
 - a. big issue with medical school due to classes having different beginning and ending dates - need to have details in advance
- iii. Dr. Dankovich: 5 year planning calendar: details: 1 year in advance of current academic year (details on breaks, study periods etc.); 4 additional years on longevity calendar (details tentative term start end and dates and commencement dates – important on admission of students and know their graduation dates
 - a. Dr. Htay – Medical School – on how flexible with dates
- iv. Dr. Ortega – IT working on project that will pull data from Elenra, Canvas & Banner and hope to share via SharePoint currently being tested and much information will be pulled for all of the different applications.
- v. Dr. Dankovich – logistical challenges – as spring holiday but have an idea where it normally falls and if it were to change, it will have to go through the approval process, it is built in Section 4 – Any changes can be viewed by Provost office/Chief Academic Officer and will be based on flexibility, urgent needs such as the current pandemic
- vi. Ms. Flores – clarified that what is currently being expected is for April 1 22-23
- vii. Dr. Ogden – emphasized the importance on policy on all academic calendars

CONCLUSION. Dr. Lakshmanaswamy motioned to approve –Dr. Villanueva seconded the motion – All Approved – none opposed – 6 approved

C. Changes to GGHSON M.S.N. Degree Program

- i. Dr. Loera – changes made to the degree plan presentation (see below) overview of changes made for MSN faculty based feedback from CCME visit – implemented three courses that are not required or currently required for a Masters in Leadership. Below: second column on courses that were decided to remove
- ii. Removed the 3 P’s course and replaced them with additional courses and revised the naming. Three courses to remove and replace that are referred to as “the 3P’s” – Advance Practice, Health Assessment and Pharmacotherapeutics not necessarily needed for Nursing Leadership (NL) (Below on TTUHSCEP – Proposed column)

- a. Replaced with courses that do relate to NL – Organization Leadership and Theory, Nursing Operations and Human Resources and Operations for Nurse Leaders
 - b. Decrease degree hours from 39 to 33 – minimum requirement is still being met by the THECB; CCNE does not require minimum hours.
- iii. Dr. Black asked if we need to approve with coordinating board to make changes
- a. May do it just through the program and review with committee
 - b. Dr. Herber-Valdez – submitted notification to the coordinating board. Since we are reducing the number of hours, approval is not required by the coordinating board; notification of change is required. Internal approval is what is needed on this change. Informational Purpose: Any time we have a change in semester credit hours in a degree program we do have to notify the coordinating board, unless we are reducing number of hours then no approval is needed, but we do need to notify them. Reduction only a notification, increase semester credit hours review and approval from coordinating board and must meet the minimum requirements as well for SACSCOC (30 semester hrs.)

CONCLUSION. Dr. Black motioned to approve – Dr. Villanueva seconded the motion – All Approved – none opposed – 6 approved

Semester	TTUHSCEP-Current	TTUHSCEP - Proposed	Notes
1*	GNUR Population Health Essentials for 5324 Advanced Nursing Practice	GNUR Population Health Leadership 5324* Across the Continuum	Course name change by removingAdvanced Nursing Practiceand addingAcross the Continuum.
	GNUR Research for Advanced Nursing 5326 Practice	GNUR Research and Theory for Nursing 5426 Practice	Course name change by removingAdvanced Nursing Practice and increased to a four-hour credit course by combining content from GNUR5327, which had duplicate content in 5326.
2*	GNUR Leadership for Advanced Nursing 5323 Practice	GNUR Health Informatics for Nursing 5322 Leadership	Moved course from third to second semester. Course name change by removingAdvanced Nursing Practice.
	GNUR Evidence for Advanced Nursing 5327 Practice	GNUR Health Policy Essentials 5325*	Moved course from sixth semester. Course name change by removingAdvanced Nursing Practice.
3*	GNUR Health Informatics for Advanced 5322 Nursing Leadership	GNUR Nursing Leadership and Theory 5323*	Course name change by removingAdvanced Nursing Practice.
	GNUR Advanced Practice Nursing: 5345 Application of Pathophysiology	GNUR Finance and Budgeting for Nurse 5386 Leaders	Removed GNUR5345 from degree plan and replaced with GNUR5386 from fifth semester.
4	GNUR Advanced Health Assessment 5342	GNUR Organizational Leadership and 5328 Theory	Removed GNUR5342 from degree plan and replaced with new course.
	GNUR Pharmacotherapeutics for Nurse 5343 in Advanced Practice	GNUR Nursing Operations 5387	Removed GNUR5343 from degree plan and replaced with new course.
5*	GNUR Leadership in Nursing Education 5314 Best Practices in Teaching and Technology Integration	GNUR Leadership in Nursing Education 5314 Best Practices in Teaching and Technology Integration	Option to enroll in either GNUR 5314 or 5215.
	GNUR Finance and Budgeting for Nurse 5386 Leaders	GNUR Human Resources Operations for 5215 Nurse Leaders	New course
6*	GNUR Health Policy Essentials for 5325 Advanced Nursing Practice	GNUR Application of Administrative 6010 Practice	Moved from seventh to sixth semester.
	GNUR Administrative Role Development 5347	GNUR Administrative Role Development 5347	Moved from sixth to fifth semester.
7	GNUR Application of Administrative 6010 Practice		
Total Hours	39	33	

D. Closed Captioning Guidelines

- i. Dr. Ogden – anything that we post online needs to have cc;; reviewed the guidelines
- ii. Dr. Herber-Valdez – requesting vote to implement the guideline vs op – guidelines might have to change depending on the laws and regulations that might change – changes are easier to be made vs op. Guidelines are attached to an OP and address federal and state regulations HS OP 77.14 on Accessibility for Students and Archive Policy OP 15.9 directly address state requirements pertaining to electronic resources. These guidelines were presented at the last meeting by Jessica Klein who is no longer at the institution, but was working with Hector Noriega and Paul Fierro from Technology Services and Ron Graham IT Security, for any questions.
 - a. Dr. Herber-Valdez and Jessica reviewed the edits and made changes that were reviewed by all. Clarification that all schools need to follow certain procedures

- for closed captioning, has to be implemented for materials that are produced now and materials that were produced in the past that did not have closed captioning.
- iii. Dr. Ogden – Nursing school, most of their material is already closed captioned and very close to compliance; this affects more SOM (archive lectures) which might change to talking modules,
 - a. GSBS post material online but not applicable on programs, and all classes are in person requirement and classes are not being recorded.
 - b. Dr. Woodall the same – all in person class time and not recording
 - iv. Dr. Thwe moving to do closed captioning and asking for deadline when to have all for CC:
 - a. Dr. Ogden – emphasized this ruling from the Federal Department of Education from the state requirement and is not optional, everyone has to do it; regardless whether we have students that need it or not.
 - Deadline for archiving material is by end of this current Academic year
 - Real Time to start next Academic Year that will be posted on-line
 - Dr. Ortega is working with MED reviewing which videos that will need to be converted into cc;; currently about 800 videos that need to be viewed deadline.
 - Dr. Ogden Asked for any questions or comments
 - v. Dr. Williams – commented on a correction that needs to be made on #7 Rubric material she will send changes to Dr. Herber-Valdez for update

CONCLUSION. Dr. Ogden – asked for vote - Motion to approve as amended by Dr. Lakshmanaswamy – seconded by Dr. Woods - all in favor, none opposed

III. Other Business | Announcements

Open Discussion

- Dr. Dankovich – working on large e-mails that need to be reviewed. Address on mass email. Asking this current body will be the one to address concern. Dr. Ogden said it was not strictly an academic issue. But asked if there is a better place to review and ok for this committee to review if no one else can.
 - Ron Graham – recommended two committees that can review the policy - Privacy and Security Committee policy (whole campus) and the Compliance committee
- Congratulated Robin Dankovich on her acceptance as the new Vice President for Student Services and Student Engagement (new name) SSSA was confusing with the institutional and school level
- Dr. Brower will be at next meeting

IV. Next Meeting

Thursday, May 13, 2021 | 11:00 am – 12:00 pm | Location: TBA

V. Adjournment

A. 11:26 am