

MINUTES OF THE ACADEMIC COUNCIL  
TENNESSEE TECH UNIVERSITY

April 15, 2020

The Academic Council met at 3:35 p.m. on Wednesday, April 15, 2020 via Zoom videoconferencing technology, with Dr. Linda Null, Chairperson, presiding.

The following members of the council were present:

|                      |                      |
|----------------------|----------------------|
| Dr. Thomas Payne     | Dr. Lee Ann Shipley  |
| Dr. Mike Gotcher     | Dr. Barbara Jared    |
| Dr. Darron Smith     | Dr. Matt Langford    |
| Dr. Douglas Airhart  | Dr. Troy Smith       |
| Dr. Troy Brachey     | Dr. Linda Null       |
| Dr. Lori Maxwell     | Dr. Barry Stein      |
| Dr. Mark Melichar    | Dr. Brian O'Connor   |
| Dr. Christine Miller | Mr. David Hajdik     |
| Dr. Zac Wilcox       | Dr. Chris Brown      |
| Dr. Lisa Zagumny     | Dr. Christine Miller |
| Dr. Kristine Craven  | Prof. Kim Winkle     |
| Dr. Paul Semmes      | Dr. Holly Stretz     |
| Dr. Doug Bates       | Ms. Nia Buntin       |
| Dr. David Larimore   | Dr. David Larimore   |

Others present were: Dr. Lori Bruce, Dr. Sharon Huo, Dr. Mark Stephens, Dr. Brandon Johnson, Dr. Jeremy Wendt, Kate Nicewicz, Dr. Rita Barnes, Dr. Tom Timmerman, Dr. Jerry Gannod, Dr. Pech, Julie Galloway, Rachel Hall and Dr. Jessica Oswalt for Dr. Joseph Slater. The following members of the council were absent:

Dr. Jennifer Shank  
Dr. Mary Matthew  
Dr. Susan Lanningham  
Mr. Zach Brown  
Ms. Courtney Fowler  
Mr. Craig Harrison

Approval of the Agenda  
Approval of Minutes of the March 25, 2020 Meeting  
Annual Reports of Committees Reporting to Academic Council, 2019-20  
Addition of Minors in Curriculum and Instruction  
EXPW New Concentration, Physical Education Practitioner  
EXPW New Concentration, Exercise Physiology  
Counseling & Psychology, Concentration Name Change  
Biology, New Concentrations and Terminations  
a. Botany  
b. Marine Biology  
c. Microbiology  
d. Zoology

e. Termination of Biology Concentration  
Biology, Change in Admission Requirements  
Honors, New Minor  
Business, Credit Hour Change 60 to 30 hours  
Decision Sciences and Management, Concentration to Major, BIT  
Economics, Finance & Marketing, Program Change, BSBA in Economics  
Business Teach-Out Plan  
Interdisciplinary Studies, MPS Fast-Track  
Department of Communication, New Concentrations, Corporate Communication and Strategic Communication  
Manufacturing and Engineering Technology, Suspension of PSM Degree in Manufacturing Sustainability  
Computer Science, Graduate Course Catalog Changes  
Revisions to Policy 102  
Academic Council Procedures  
Tenure Checklist and Narrative  
Report from the Nominating Committee  
Such Other Matters  
Adjourn

## SUMMARY OF PROCEEDINGS

### Approved the agenda

Dr. Christy Killman MOVED approval and Dr. Lisa Zagumny SECONDED. APPROVED unanimously.

### Approval of Minutes from March 25, 2020

Dr. Lisa Zagumny MOVED approval and Dr. Mike Gotcher SECONDED. APPROVED unanimously.

## Annual Reports of Committees Reporting to Academic Council, 2019-20

### Admissions and Credits Committee

The Admissions and Credits Committee met in September for the initial meeting of the academic year. At this meeting several subcommittees were created- Holistic Review, Revision of Procedures and one subcommittee to review that process of students dropping a course without an advisor signature.

### Graduate School Executive Committee

The Graduate Studies Executive Committee (GSEC) is charged with governing the TTU graduate programs and acting as an advisory body to the administration on policies and operations of the Graduate School. To this end, the GSEC has met monthly and approved the following curriculum and policy actions: Revised TTU Policy 271 concerning General Degree Requirements. Course additions, deletions, and prerequisite changes from the Departments of Curriculum and Instruction, History, Electrical and Computer Engineering, Accounting, Counseling and Psychology, and Computer Science, and from the Schools/Colleges of Human Ecology, Engineering, and Interdisciplinary Study.

### Library Committee

The Spring 2020 meeting was held on 25 February, and several topics were discussed. Some minor revisions of the ULC procedures were proposed and adopted; the main changes involved updating the title of the Director of Library Services to Dean of the Library and Learning Assistance, revising the committee purpose statement, and updating the committee membership to include the increase in the number of colleges from eight to nine. More budget discussion then followed, much of it related to recent cuts in database access due to continuing budget challenges.

#### Teacher Education Committee

During the 2019-2020 Academic Year, the Teacher Education Committee met two times: November 7, 2019; March 5, 2020. Meetings scheduled for September 5, 2019 and January 30, 2020 were cancelled due to a lack of agenda items. An electronic vote was conducted via e-mail on March 13, 2020. Dr. Jeremy Wendt was unanimously appointed as Chairperson of the Committee for 2019-2020.

#### University Curriculum Committee

The Curriculum Committee met four times during the 2019-2020 academic year: September 26, October 31, February 13, and March 26. In addition to the approval of 68 new courses to Tech's program offerings, as well as numerous course deletions and curriculum changes.

#### University Research Advisory Committee

During the past academic year, the URAC has acted on the following items. Request to the President's office of offset limits of URAC member, revising procedures for the URAC and Building Research Capacity at TTU.

#### Faculty Research Committee

The Committee made the following changes to the Faculty Research Committee Procedures: Revised the member make-up of the Committee to correspond with what is listed in the handbook. The Committee held faculty workshop in conjunction with a series of workshops put on by the Provosts' Office and coordinated by Dr. Bedelia Russell.

The following committees did not meet 2019-20: Committee on Commencement, Convocations, and Academic Ceremonies, and Faculty Development Steering Committee

Dr. Lisa Zagumny MOVED approval and Dr. Christy Killman SECONDED. APPROVED unanimously.

#### Addition of Minors in Curriculum and Instruction

Dr. Jeremy Wendt stated that Curriculum and Instruction is proposing the addition of minors in specific licensure areas to enhance candidate marketability and career pathways. Endorsements and courses in specific, transcript able subject areas increase opportunities for employment and professional careers. Dr. Lisa Zagumny MOVED approval and Dr. Christy Killman SECONDED. APPROVED unanimously.

#### EXPW New Concentration, Physical Education Practitioner

Dr. Christy Killman stated this is a request for consideration in the Exercise Science department a new concentration named Physical Education Practitioner. This will be a track for students who are interested in teaching physical education but for whatever reason cannot complete at the undergraduate level in a timely manner. Dr. Christy Killman MOVED approval and Dr. Lisa Zagumny SECONDED. APPROVED unanimously.

#### EXPW New Concentration, Exercise Physiology

Dr. Christy Killman stated this is a request for consideration for the Exercise Science department to offer a new concentration in Exercise Physiology. Students who complete this concentration will be academically prepared to take the certification exam for exercise physiology. Dr. Christy Killman MOVED approval and Dr. Lisa Zagumny SECONDED. APPROVED unanimously.

#### Counseling & Psychology, Concentration Name Change

Dr. Barry Stein stated we are consolidating our nomenclature to more accurately reflect the programs offered in the department and the credentials of our faculty Dr. Lisa Zagumny MOVED approval and Dr. Darron Smith SECONDED. APPROVED unanimously.

#### Biology, New Concentrations and Terminations

We propose that the following options in the Biology B.S. Degree, Biology Concentration (Botany, Marine Biology, Microbiology, and Zoology) be elevated to the level of concentration. To accomplish this, we are creating four new concentrations and deleting the Biology Concentration after an adequate phase-out period. Dr. Chris Brown MOVED approval and Dr. Lisa Zagumny SECONDED. APPROVED unanimously.

##### a. Botany

Elevating Botany from an option to a concentration will give the concentration a more visible title that is easily recognized by prospective students and professionals and create a stronger brand identity. It will also provide a mechanism to design the program that better suit the needs of students.

##### b. Marine Biology

In some institutions, Marine Biology, as well as the other concentrations in Biology, are names of degree programs. The new organization of concentrations will allow better identification of concentrations in the Biology program for marketing and promotion.

##### c. Microbiology

Elevating Microbiology from an option to a concentration will give the concentration a more visible title that is easily recognized by prospective students and professionals and create a stronger brand identity. It will also provide a mechanism to design the program that better suit the needs of students.

##### d. Zoology

Zoology currently is an option in the Biology concentration, as are the other three options in this same concentration (Botany, Marine Biology, and Microbiology). Having a concentration with the same name as the degree program has been confusing and does not allow the appropriate specialization to appear on the transcripts and diploma.

#### e. Termination of Biology Concentration

Currently, four concentrations exist within the Biology B.S. Degree (Biology, Cellular Biology, Environmental Biology, and Health Sciences Biology). Four options exist within the Biology Concentration (Botany, Marine Biology, Microbiology, and Zoology). We are proposing that these options be elevated to the level of concentration. Consequently, the Biology Concentration is no longer needed and should be terminated.

#### Biology, Change in Admission Requirements

Dr. Chris Brown stated most of our recently admitted M.S. students met both GPA and GRE requirements; however, two groups of students occasionally failed to meet one of the requirements. Our revised guidelines will provide students greater flexibility in providing evidence that they will be successful in the M.S. program. Dr. Chris Brown MOVED approval and Dr. Troy Smith SECONDED. APPROVED unanimously.

#### Honors, New Minor

Dr. Rita Barnes stated offering a minor will encourage students of high potential to stay actively involved in challenging academic options that will better prepare them for their professional careers through a program of high-impact practices fostering research, creative problem-solving, service leadership, and civic engagement. Dr. Lisa Zagumny MOVED approval and Dr. Troy Smith SECONDED. APPROVED unanimously.

#### Business, Credit Hour Change 60 to 30 hours

Julie Galloway stated students will still have a “first-step” major, allowing them to align with the College of Business and its faculty, staff, and resources, while providing a structured timeline in which to select their degree-granting major. Dr. Holly Stretz MOVED approval and Dr. Lisa Zagumny SECONDED. APPROVED unanimously.

#### Decision Sciences and Management, Concentration to Major, BIT

Dr. Thomas Timmerman stated the BIT Concentration at Tennessee Tech supplies the workforce with skilled employees who perform a variety of important functions. The need for these employees is increasing nationwide and within Tennessee. Changing this concentration to a major will increase the visibility of the program and help us better meet the needs of the workforce. Dr. Lisa Zagumny MOVED approval and Dr. Cristy Killman SECONDED. APPROVED unanimously.

#### Economics, Finance & Marketing, Program Change, BSBA in Economics

Dr. Wesley Pech stated this change in CIP code fits nicely with the new university’s mission statement that calls for a STEM-infused institution. Students will be more technologically adept with the emphasis on data analysis and also, with the increased use of mathematics, more analytically capable. Dr. Lisa Zagumny MOVED approval and Dr. Mark Melichar SECONDED. APPROVED unanimously.

#### Business Teach-Out Plan

Kate Nicewicz stated the College of Business at Tennessee Tech is replacing concentration offerings with industry-specific graduate certificate tracks. Concentrations to be removed include: HR Management, Management Information Systems, International Business, and Finance. Dr. Thomas Payne MOVED approval and Dr. Lisa Zagumny SECONDED. APPROVED unanimously.

#### Interdisciplinary Studies, MPS Fast-Track

Dr. Mike Gotcher stated the MPS Fast-track program will allow eligible undergraduates to enroll for up to (6) hours of graduate courses prior to formal admission to the MPS. The courses taken during the students junior/senior year can be used to satisfy both undergraduate and graduate degree requirements. Dr. Lisa Zagumny MOVED approval and Dr. Holly Stretz SECONDED. APPROVED unanimously.

#### Department of Communication, New Concentrations, Corporate Communication and Strategic Communication

Dr. Mike Gotcher stated these concentrations compliment the professional studies master's program by giving students coursework in corporate communication and media and strategic communication. This will prepare students to take leadership roles in a variety of organizational settings, both for a profit and non-profit. Dr. Mike Gotcher MOVED approval and Dr. Lisa Zagumny SECONDED. APPROVED unanimously.

#### Manufacturing and Engineering Technology, Suspension of PSM Degree in Manufacturing Sustainability

Dr. Jessica Oswald stated in Spring of 2018, the Manufacturing Sustainability concentration was moved to the College of Engineering with some curriculum changes. Despite these modifications, lack of student interest and enrollment has persisted. During Fall 2019, the MET faculty met and approved suspension of this concentration for the time being. Dr. Lisa Zagumny MOVED approval and Dr. Mike Gotcher SECONDED. APPROVED unanimously.

#### Computer Science, Graduate Course Catalog Changes

Dr. Jerry Gannod stated through our program assessment, we identified a need to include CSC 6910 to cover a potential gap in research exposure for our MS students. Dr. Lisa Zagumny MOVED approval and Dr. Mike Gotcher SECONDED. APPROVED unanimously.

#### Revisions to Policy 102

Dr. Huo explained that minor revisions were made to clarify the makeup of the Academic Council roster. Dr. Lisa Zagumny MOVED approval and Dr. Douglas Airhart SECONDED. APPROVED unanimously.

#### Academic Council Procedures

Twenty-six faculty members, two elected from each of the following: College of Agriculture and Human Ecology, College of Arts and Sciences, College of Business, College of Education, College of Engineering, College of Fine Arts, College of Interdisciplinary Studies, School of Nursing and the Library. Eight members shall be elected at large from the University faculty. Dr.

Lisa Zagumny MOVED approval and Dr. Douglas Airhart SECONDED. APPROVED unanimously.

#### Tenure Checklist and Narrative

Dr. Linda Null stated each year during the tenure-track process, a faculty member will submit a Tenure Progress Narrative along with the Faculty Tenure Cover Sheet (AT1). Whereas the Faculty Tenure Cover Sheet provides a quantitative overview of the faculty member's progress toward tenure, the narrative will provide a more detailed qualitative description that expands on items listed under the four categories on which faculty are evaluated: teaching, research/scholarship/creative activity, service/outreach, and advisement. Dr. Holly Stretz MOVED approval and Dr. Lori Maxwell SECONDED. APPROVED unanimously.

#### Report from the Nominating Committee

The Nominating Committee announced that they wished to nominate Dr. Lori Maxwell to serve as Academic Council Chair for the 2020-21 Academic Year and thanked Dr. Linda Null for service as Chair. Dr. Lisa Zagumny MOVED approval and Dr. Douglas Airhart SECONDED. APPROVED unanimously.

#### Such Other Matters

Academic Council stated they would like to thank Dr. Linda Null and Elizabeth Sofia for their service.

#### Adjourn

Dr. Holly Stretz MOVED approval and Dr. Lisa Zagumny SECONDED. APPROVED unanimously.

Meeting adjourned at 5:35 p.m.

APPROVED September 16, 2020

Elizabeth Sofia, Recorder

Documents on file with the minutes:

All documents presented at the meeting





