TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER™ EL PASO

Office of the Provost

**Academic Council
Meeting Minutes**

**Wednesday, 15 January 2020
10:30 A.M. – 12:00 P.M.
MEB 3200A**

Attendees			
Chaired by:	Office of the Provost	Paul E. Ogden, M.D.	Present
Voting Members:	GGHSON	Stephanie L. Woods, Ph.D., R.N.	Present
		Lizette Villanueva, Ph.D., R.N.	Present
	GSBS	Rajkumar Lakshmanaswamy, Ph.D.	Present
		Huanyu Dou, Ph.D.	Present
	PLFSOM	Thwe Htay, M.D.	Present
		Charmaine A. Martin, M.D.	Present
	WLHSDM	Richard C. Black, D.D.S.	Present
		Wendy Woodall, D.D.S.	Present
	SGA	Albert Romero	Absent
***Ex-officio* Members:**	Faculty Senate	Gustavo J. Rodriguez, M.D.	Absent
	Office of the Provost	Valerie Osland Paton, Ph.D.	Present
	SSSA – Student Affairs and Wellness	Christopher Vejil	Present
	SSSA – Registrar	Diana Andrade	Present
	SSSA – Financial Aid	Ron Williams	Absent
	Student Business Services	Cynthia Flores	Present
	Office of Institutional Research & Effectiveness	Christiane Herber-Valdez, Ed.D.	Present
	TTUHSC El Paso Libraries	Lisa A. Beinhoff, Ph.D.	Present
Guests:	Information Technology	Karina Escapita	
	Office of the Registrar	Robin Dankovich, Ed.D.	
		Maria Dominguez	
Recorded by:	Office of the President	Andrew Hagar	

Objective

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

Summary

Item	Discussion	Conclusion(s) and/or Action Item(s)
1. Call to Order	no discussion	Dr. Ogden called the meeting to order at 10:31 A.M. and confirmed quorum.
2. Review of Minutes from 16 October 2019 Meeting	Note: Minutes of the 16 October 2019 Academic Council Meeting (Exhibit A) were emailed to council members prior to this meeting for review. • Members had no additions or corrections to minutes of previous meeting.	Dr. Ogden requested a motion to approve minutes (Exhibit A). Dr. Lakshmanaswamy motioned. Dr. Htay seconded. Motion passed unanimously.
3. GSBS – Clinical Research Certificate Program Update	Note: The GSBS post-baccalaureate certificate program in clinical research overview (Exhibit B) was emailed to council members prior to this meeting for review. • Dr. Lakshmanaswamy presented an update of the GSBS clinical research certificate program to the council. o Rules and regulations needed prior to submission. o Comments and suggestions from the council are welcome. o Clinical chairs and resident directors already approve of program. o Completion requirement of program will include one published manuscript for each enrollee. • Program designed for residents and fellows interested in clinical research. • Cost for each student in program will be under $5,000.00 for fifteen credit hours. • Credits from program will not transfer to a current master's program in its present incarnation.	Dr. Lakshmanaswamy will enquire if program credits can be incorporated into a master's program so other TTUHSC El Paso schools can send students to the program and still receive credit.
4. GSBS – Research Ethics Course	• Dr. Lakshmanaswamy briefed council on the GSBS research ethics course. o Must be face-to-face – cannot be online.	Dr. Lakshmanaswamy will update council with more information in future.

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	o Provides an introduction to research ethics, planning research, IRB, animal trials, etc. o Projected length of eight hours. • Estimated implementation in 2021.	

5. WLHSDM - Curriculum	Note: Proposed WLHSDM curriculum (Exhibit C) and corresponding calendar (Exhibit D) emailed to council members prior to this meeting for review.
	• Dr. Woodall presented an overview of the WLHSDM curriculum.
	   o Curriculum will be similar to PLFSOM's with the exception of dental skills being taught each day of the week.
	   o Other courses in the curriculum include public health, Spanish, ethics and professionalism, and clinical practicum.
	   o All courses will be pass/fail.
	      ▪ Council discussed how the pass/fail assessment of Spanish classes could present issues for students who wish to use their Spanish credits for other degrees as opposed to issuing letter grades.
	   o PLFSOM is objective-based whereas WLHSDM will be competency-based.
		Dr. Ogden called for a motion to approve updated WLHSDM curriculum (Exhibit C) with recommended changes. Dr. Htay motioned. Dr. Woods seconded. Motioned passed unanimously.

6. TTUHSC El Paso Libraries – Collaborative Negotiations Group	Dr. Beinhoff briefed the council about negotiations with Elsevier.
	• Elsevier:
	   o has monopoly on the e-journal subscription business,
	   o has had inflexible pricing model for e-journals;
	      ▪ Pricing for TTUHSC El Paso up 26% from 2019.
	      ▪ Due to price increases, TTUHSC El Paso would pay 101% of library budget for Elsevier service next year.
		Dr. Beinhoff will keep council informed with pertinent updates during negotiation process.

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	- o only lowers prices when buyer purchases more products – exams not included. - During early 2020, all libraries will begin negotiating with Elsevier. - o All of Germany's and Finland's universities have canceled their contracts with Elsevier. - o Texas universities have formed a collaboration to negotiate pricing in response to price hikes.	
7. Review of HSCEP OP 77.XX, *Care Team Policy*	Note: Proposed draft of HSCEP OP 77.XX (Exhibit E) emailed to council members prior to this meeting for review. - Introduced as proactive, early-intervention policy. - Discussion and recommended changes during meeting included: - o §II.A: Replacing "community" with "students" to prevent confusion. - o Including language to instruct 911 be called in case of emergency. - o Student self-threat is no longer an involuntary withdrawal process as it is a protected disability.	HSCEP OP 77.XX (Exhibit E) will be edited based on recommendations discussed and presented to council at future meeting for review.
8. Information Technology – Update of IT Resources	Ms. Escapita presented a summary of updates highlighting IT resources (Exhibit F) to include: - o improving data architecture, consolidating applications, and reducing manual work; - o migrating systems and programs into Canvas as centralized database; - o Banner system integration; and - o Adobe Sign is now available and online.	Informational presentation regarding current and pending IT projects and effects on respective departments. No action items at this time for council.
9. Other Business	no discussion	Dr. Ogden asked council if any other business needed to be discussed. Attendees put forward neither old nor new business to discuss.

Summary		
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10. Announcements		
a. Next Meeting	Wednesday, 4 March 2020 10:30 A.M. - 12:00 P.M. MEB 3200A	
b. Leadership Retreat	21 - 22 January 2020 Las Cruces, New Mexico	
c. Other Announcements	no additional announcements	
11. Adjournment	no discussion	Dr. Ogden adjourned the meeting at 11:50 A.M.

Attachments		
Exhibit	**Title**	**Provided by**
A	Minutes of 2019 – 4th Quarter Meeting Minutes of the Academic Council [Draft] (16 October 2019)	Office of the Provost
B	GSBS Post-baccalaureate Certificate Program in Clinical Research Overview	Graduate School of Biomedical Sciences
C	Proposed WLHSDM Curriculum	School of Dental Medicine
D	Proposed WLHSDM Curriculum Calendar	School of Dental Medicine
E	Proposed Draft of HSCEP 77.XX, *Care Team Policy*	Office of Student Services and Student Affairs
F	Information Technology Academic Roadmap	Information Technology