

Attendees			
Chaired by:	Office of Academic Affairs	Richard Brower, M.D.	Present
Voting Members:	GGHSON	Lizette Villanueva, Ph.D., R.N.	Present
	GGHSON	Stephanie Woods, Ph.D., R.N.	Present
	GSBS	Huanyu Dou, Ph.D.	Present
	GSBS	Rajkumar Lakshmanaswamy, Ph.D.	Present
	PLFSOM	Thwe Htay, M.D.	Present
	PLFSOM	Linda S. Ellis, M.D.	Present
	WLHSDM	Richard C. Black, D.D.S.	Present
	WLHSDM	Wendy Woodall, D.D.S.	Present
	SGA	Georgia Blackwell	
Ex-officio	Faculty Senate	Richard McCallum, M.D.	
Members:	Office of Academic Affairs	Michele C. Williams, Ed.D.	Present
	SSSE – Assistant Vice President	Robin Dankovich, Ed.D.	Present
	SSSE – Registrar	Diana Andrade	
	SSSE – Financial Aid	Ron Williams	
	SSSE- Wellness	Dorothy Stewart	
	Student Business Services	Cynthia Flores	Present
	Office of Academic Affairs	Christiane Herber-Valdez, Ed.D.	
	Office of Institutional Research & Effectiveness	Oliana Alikaj-Fierro, Ph.D.	Present
	TTUHSC-El Paso Libraries	Lisa Beinhoff, Ph.D.	Present
	PLFSOM OME	Irene Alexandraki, M.D.	Present
	PLFSOM GME	Armando D. Meza, M.D.	
Guests:	GGHSON	Gloria M. Loera, DNP, RN, NEA-BC	Present
	GGHSON – Office of Student Affairs	Jackeline Biddle-Richard, JD, DNP, CNE	Present
	SGA	Victor Vasquez	Present
Recorded by:	Office of Academic Affairs	Alfonso Pacheco	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 	Georgia Blackwell, new SGA president was unable to attend and designated Victor Vasquez as proxy in her absence.	Dr. Brower called the meeting to order at 10:30 AM and confirmed quorum
<ul style="list-style-type: none"> • Review of the Minutes from 10 March 2022 meeting – R. Brower 	<p>Minutes of the 10 March 2022 Academic Council Meeting (Exhibit A) were emailed to council members prior to this meeting for review</p> <ul style="list-style-type: none"> • Members had no additions or corrections to minutes of previous meeting 	Dr. Brower requested a motion to approve minutes. Dr. Black motioned. Dr. Woods seconded. Motion passed unanimously.
<ul style="list-style-type: none"> ○ Anticipated Action Items: 		
<ul style="list-style-type: none"> ○ Master of Science in Nursing degree <ul style="list-style-type: none"> ➤ Change in program delivery from hybrid to online – G. Loera 	<p>Proposal to transition program delivery from ‘hybrid to online’ of the MSN Leadership degree (Exhibit B) was emailed to council members prior to this meeting for review</p> <ul style="list-style-type: none"> • Change to program delivery by changing the mode of course delivery for four courses currently hybrid to online <ul style="list-style-type: none"> ○ Opportunity for increase enrollment ○ More convenience for most students and those students who do not reside in El Paso ○ Flexibility for student’s work schedules ○ Employment path, nurses are leaders in various capacities. The MSN in Leadership provides concepts and content to support the individual’s success in administrative roles beyond nursing leadership. Graduate prepared nurse leaders are better prepared, more marketable, and can function in roles to include but not limited to Chief Nursing Officer, Chief Operating Officer, and Chief Executive Officer <ul style="list-style-type: none"> ➤ Makes TTUHSCEP more visible as an institution ○ Target implementation, Fall 2022 	Dr. Brower requested a motion to approve the MSN Leadership degree program delivery to ‘online’. Dr. Woodall motioned. Dr. Black seconded. Motion passed unanimously.
<ul style="list-style-type: none"> ○ Student Misconduct Policy Alignment <ul style="list-style-type: none"> ➤ Proposed Student Misconduct Scheme 1 – ‘Institution Heavy’ ➤ Proposed Student Misconduct Scheme 2 – ‘School Heavy’– R. Brower 	<p>Proposed Student Misconduct Policy Alignment (Exhibit C), Scheme 1 and Scheme 2 were emailed to council members prior to this meeting for review</p> <ul style="list-style-type: none"> ○ Overlapping issues exist between school versus institutional policy concerning management of student misconduct. The proposed policy will clarify the institutional policy. Once a new approach is adopted, then each school will need to align their policies accordingly ○ Proposed student misconduct policy approaches were reviewed: 	<p>Dr. Brower requested a motion to approve the drafting of a ‘School Heavy’ approach of the institutional student misconduct policy. Dr. Lakshmanaswamy motioned. Dr. Black seconded. Motion passed unanimously.</p> <p>A draft of the ‘School Heavy’ approach of the institutional student misconduct policy will be circulated to Academic</p>

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	<ul style="list-style-type: none"> ○ Scheme 1 - ‘Institution Heavy’ approach leaves the student conduct process of findings of fact (due process) to the institution. The schools would determine the investigative outcomes (i.e., determining sanctions) ○ Scheme 2 – ‘School Heavy’ approach gives the schools the authority to investigate findings of fact and determine outcomes, with the possibility of institutional review, if needed <ul style="list-style-type: none"> ➤ Both approaches give students the ability to appeal ➤ Outcomes from the Institutional Hearing process will get reported to the school ➤ Step 2 is a fact finding level ● Dr. Brower asked the council members to decide at this meeting which approach to pursue in drafting the institutional-level misconduct policy ○ A straw-poll was conducted to determine which approach to pursue <ul style="list-style-type: none"> ○ Outcome: Poll with all council members in attendance <ul style="list-style-type: none"> ➤ ‘Institutional Heavy’ approach: 8 votes in favor ➤ ‘School Heavy’ approach: 10 votes in favor ○ Outcome: Poll with Voting members only <ul style="list-style-type: none"> ➤ ‘School Heavy’ approach: majority votes in favor ○ Dr. Brower and Alfonso Pacheco will draft a ‘School Heavy’ approach of the institutional student misconduct policy and circulate it to council members for review and feedback 	<p>Council members for review and feedback.</p>
<ul style="list-style-type: none"> ○ Academic Program Religious Accommodations <ul style="list-style-type: none"> ➤ Managing Curricular Accommodations Related to Religious Practices ➤ Curricular Accommodations Relating to Islamic Religious Practices ➤ Religious Accommodation Request Form (UTSW Medical Center) – R. Brower <p><u>Underlying policies:</u></p>	<p>Academic Program Religious Accommodations documents were emailed to council members prior to this meeting for review</p> <ul style="list-style-type: none"> ○ Managing Curricular Accommodations Related to Religious Practices (Exhibit D) will be handled as an administrative guideline in accordance with existing HSCEP OPs, TTU System, and relevant laws <ul style="list-style-type: none"> ○ Guideline sets a general framework accepting that individual students are entitled to reasonable accommodations related to their religious practices ○ Curricular Accommodations Relating to Islamic Religious Practices (Exhibit D-1) is an Addendum to the Guideline for 	<p>Dr. Brower requested a motion to table discussion. Dr. Beinhoff motioned Dr. Lakshmanaswamy seconded. Motion passed unanimously.</p> <p>Council members will discuss the guideline for accommodations related to religious practices with schools.</p> <p>Resume discussion on guideline for Academic Program Religious</p>

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<ul style="list-style-type: none"> ○ HSCEP OP 77.12: Student Absences Related to Religious Holy Day ○ HSCEP OP 51.02: Non-Discrimination and Anti-Harassment Policy and Complaint Procedure ○ TTUS Rule 07.10: Non-Discrimination and Anti-Harassment Policy and Complaint Procedure 	<p>Managing Curricular Accommodations Related to Religious Practices</p> <ul style="list-style-type: none"> ○ Addendum sets a structured basis for organizations or groups to request shared religious accommodations <ul style="list-style-type: none"> ➤ This addendum relates to Islamic religious practices as this is the first group to request accommodations ➤ Muslim population on campus have organized the TTUHSC El Paso Muslim Student and Housestaff Association ○ Religious Accommodation Request Form from UTSW Medical Center (Exhibit D-2) was presented as a format that can be adapted for students to request accommodations <ul style="list-style-type: none"> ○ Any groups wanting accommodations would fill out the Religious Accommodation Request Form <ul style="list-style-type: none"> ➤ Pre-defines what groups on campus are expecting shared religious accommodations ○ If other groups on campus request accommodations related to religious practices, then specific addendums will be drafted <ul style="list-style-type: none"> ○ Any future addendums would require approval by the Academic Council ○ Discussion was tabled to allow council members to discuss the newly developed guideline for accommodations related to religious practices with faculty at their respective schools 	<p>Accommodations at the 8 September 2022 Academic Council meeting.</p>
<ul style="list-style-type: none"> ○ OP 56.06, Bring Your Own Device – A. Pacheco 	<p>HSCEP OP 56.06 ‘tracked changes’ version (Exhibit E) was emailed to council members prior to the meeting. A ‘clean’ version (Exhibit E-1) was printed and circulated to attendees during the meeting.</p> <ul style="list-style-type: none"> ○ Recommended change: <ul style="list-style-type: none"> ○ §V. Mobile Devices as Assistive Technology, 2nd sentence, “Academic and Disability Support” replaced with “Academic Success and Accessibility Office” 	<p>Dr. Brower requested a motion to approve. Dr. Lakshmanaswamy motioned to approve with changes. Dr. Black seconded. The motion passed unanimously.</p>
<ul style="list-style-type: none"> ○ OP 77.02 Textbook Information – A. Pacheco 	<p>HSCEP OP 77.02 ‘tracked changes’ version (Exhibit F) was emailed to council members prior to the meeting. A ‘clean’ version (Exhibit F-1) was printed and circulated to attendees during the meeting. No recommendation for changes.</p>	<p>Dr. Brower requested a motion to approve. Dr. Lakshmanaswamy motioned. Dr. Black seconded</p>
<ul style="list-style-type: none"> ○ OP 77.17 Transfer of Credit – A. Pacheco 	<p>HSCEP OP 77.17 ‘tracked changes’ version (Exhibit G) was emailed to council members prior to the meeting. A ‘clean’ version</p>	<p>Dr. Brower requested a motion to approve. Dr. Lakshmanaswamy</p>

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	<p>(Exhibit G-1) was printed and circulated to attendees during the meeting.</p> <ul style="list-style-type: none"> ○ Recommended changes: <ul style="list-style-type: none"> ○ §Review, 2nd sentence typo delete extra letter “l” ○ §Review, 2nd sentence. Add word, “approval” ○ §II. Evaluating, Awarding and Accepting Credit for Transfer, H., “12th class date” replace with “census date” 	<p>motioned to approve with changes. Dr. Black seconded. The motion passed unanimously.</p>
<ul style="list-style-type: none"> ○ OP 77.18 Border County Waiver <ul style="list-style-type: none"> ➤ Attachment A, New Mexico Border County Waiver Form ➤ Attachment B, Oklahoma Border County Waiver Form – A. Pacheco 	<p>HSCEP OP 77.18 ‘tracked changes’ version (Exhibit H) was emailed to council members prior to the meeting. A ‘clean’ version (Exhibit H-1) was printed and circulated to attendees during the meeting.</p> <ul style="list-style-type: none"> • Clarify the interpretation of the Texas Higher Education Coordinating Board (THECB) content listed on §Policy/Procedure, II. Procedure , Note 3 <ul style="list-style-type: none"> ○ Alfonso Pacheco will investigate with the THECB and circulate the policy to council members via email for asynchronous vote 	<p>Dr. Brower reported the THECB rule will be clarified and the policy will be circulated via email for asynchronous vote.</p>
<ul style="list-style-type: none"> • Updates: 		
<ul style="list-style-type: none"> ○ Post-baccalaureate Nursing Leadership Certificate <ul style="list-style-type: none"> ➤ HSCEP OP 59.08, Attachment A - Routing Sheet, Approval of New Degree and Certificate Programs – R. Brower 	<p>Post-Baccalaureate Nursing Leadership Certificate Program was approved by the Academic Council at the 10 March 2022 meeting</p> <ul style="list-style-type: none"> • In accordance with HSCEP OP 59.08, Approval of a New Degree and Certificate Programs, Attachment A, the new program/certificate request form was completed and appropriately processed 	
<ul style="list-style-type: none"> ○ Institutional Social Justice Goals & Objectives – R. Brower 	<p>The new TTUHSC El Paso Social Justice Curriculum Goals and Objectives were emailed to council members</p> <ul style="list-style-type: none"> • More discussions to come: <ul style="list-style-type: none"> ○ For schools that are in Elentra, use the Elentra capabilities for mapping, if viable ○ Mapping expectations and how we are going to incorporate that 	
<ul style="list-style-type: none"> • Round table/open discussion of potential new business – R. Brower 	<ul style="list-style-type: none"> • Dr. Alikaj-Fierro inquired if a flowchart similar to student misconduct could be developed for student complaints as required in accordance with SACSCOC 	<p>Develop flowchart for student complaints</p>
<p>Next Meeting</p>	<p>Thursday, July 14, 2022 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 12:17 PM

Attachments		
Exhibit	Title	Provided by
A	Minutes of the 10 March 2022 Academic Council Meeting	Office of Academic Affairs
B	Master of Science in Nursing degree, Proposal to transition program delivery from ‘hybrid to online’	GGHSON Graduate Program
C	Student Misconduct Policy Alignment, Scheme 1 – ‘Institution Heavy’ & Scheme 2 – ‘School Heavy’	Office of Academic Affairs
D	Managing Curricular Accommodations Related to Religious Practices	Office of Academic Affairs
D-1	Curricular Accommodations Relating to Islamic Religious Practices	Office of Academic Affairs
D-2	Religious Accommodation Request Form (UTSW Medical Center)	Office of Academic Affairs
E	HSCEP OP 56.06, Bring Your Own Device ‘tracked changes’ version	Office of Academic Affairs
E-1	HSCEP OP 56.06, Bring Your Own Device ‘clean’ version	Office of Academic Affairs
F	HSCEP OP 77.02, Textbook Information ‘tracked changes’ version	Office of Academic Affairs
F-1	HSCEP OP 77.02, Textbook Information ‘clean’ version	Office of Academic Affairs
G	HSCEP OP 77.17, Transfer of Credit ‘tracked changes’ version	Office of Academic Affairs
G-1	HSCEP OP 77.17, Transfer of Credit ‘clean’ version	Office of Academic Affairs
H	HSCEP OP 77.18, Border County Waiver ‘tracked changes’ version	Office of Academic Affairs
H-1	HSCEP OP 77.18, Border County Waiver ‘clean’ version	Office of Academic Affairs
H-2	HSCEP OP 77.18, Attachment A, New Mexico Border County Waiver Form	Office of Academic Affairs
H-3	HSCEP OP 77.18, Attachment B, Oklahoma Border County Waiver Form	Office of Academic Affairs
I	TTUHSC El Paso Social Justice Curriculum Goals and Objectives	Office of Academic Affairs