MEMORANDUM
January 19, 2017

TO: Academic Council*

COPY TO: Richard C. Benson
Hobson Wildenthal
Inga Musselman
Andrew Blanchard
Calvin Jamison
Abby Kratz
John Wiorkowski
Marion Underwood

FROM: Office of Academic Governance
Christina McGowan, Academic Governance Secretary

SUBJECT: Academic Council Meeting

The Academic Council will meet on WEDNESDAY, February 1, 2017 at 1:00 p.m. in ATEC 1.201. Please bring the agenda packet with you to the meeting. If you cannot attend, please notify me at cgm130130@utdallas.edu or x4791.

Attachments

<table>
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<tr>
<th>2016-2017 ACADEMIC COUNCIL</th>
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<tbody>
<tr>
<td>Gail Breen</td>
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<td>David Cordell**</td>
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<td>Frank Dufour</td>
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<td>Bill Hefley</td>
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<td>Jennifer Holmes</td>
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<td>Joe Izen</td>
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<td>Murray Leaf***</td>
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<td>Ravi Prakash</td>
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<td>Betsy Schlobohm</td>
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<td>Tim Redman *</td>
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<td>Richard Scotch ***</td>
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<td>Tres Thompson</td>
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<td>Padigela, Akshitha - Student Government Pres.</td>
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1. Call To Order, Announcements & Questions  Dr. Benson
2. Approval of the Agenda  Dr. Redman
3. Approval of Minutes –December 7, 2016 Meeting  Dr. Redman
4. Speakers Report  Dr. Redman
5. Discussion : Policy On Committees
6. SACSCOC Reaffirmation Updates  Serenity King
7. TXCFS/FAC REPORT  Drs. Leaf & Cordell
8. Student Government Report  Akshitha Padigela
9. CEP Recommendations  Clint Peinhardt
   A. Pending February 7th Meeting
10. Rescind of UTDPP 1054- Graduate Studies Committee  Serenity King
11. Approval of FY16 Annual Committee Report- Sustainability Committee  David Cordell
12. ‘Shadow work ‘ Discussion  Tim Redman
13. Adjournment  Dr. Benson
Item 3: Previous Meeting Minutes
ACADEMIC COUNCIL MEETING
DECEMBER 7, 2016

PRESENT: Richard Benson, Hobson Wildenthal, Gail Breen, Frank Dufour, William Hefley, Jennifer Holmes, Joe Izen, Murray Leaf, Ravi Prakash, Tim Redman, Richard Scotch, Tres Thompson, Tonja Wissinger

ABSENT: David Cordell, Maribeth Schlobohm,

VISITORS: George Fair, Calvin Jamison, Kimberly Hill, Serenity King, Abby Kratz, Akshitha Padigela, Clint Peinhardt, Ellen Safley, Marion Underwood,

1. Call to Order, Announcements & Questions
President Benson called the meeting to order at 1:05 PM. President Benson noted that he was closing in on the completion of his first semester at UT Dallas. Five semi-finalists for the Vice President of Information Technology were on campus for interviews. From those five semi-finalist the final two will be called back for a final interview. The search for the Vice President of Communication will begin in spring 2017. Bruce Gnade retired from his position of Vice President of Research. An interim Vice President will be put in place in January 2017, but a search will begin to find his successor. Earlier in the week President Benson attended the annual national conference of SACSCOC in Atlanta. President Benson opened the floor for questions, but there were none.

2. Approval of the Agenda
Speaker Redman requested that the discussion on the updated campus smoking policy be added, and the Student Government report be moved to right after the Speaker Report. Richard Scotch moved to approve the agenda as amended. Murray Leaf seconded. The motion carried.

3. Approval of Minutes
Richard Scotch moved to approve the minutes as circulated. Murray Leaf seconded. The motion carried.

4. Speaker’s Report
1. Speaker Redman noted that he did not care for the term, “Contingent faculty”. The university currently uses the term ‘Non-tenure system faculty”. The University of North Texas call their contingent faculty, “continuing faculty”. Speaker Redman expressed his desire that the Academic Senate use the term continuing faculty, not contingent faculty in regards to non-tenure track faculty.
2. Speaker Redman will be meeting with the Academic Senate officers early in the spring 2017 semester to discuss what items to bring up for the semester. Speaker Redman had intended to spend the year bringing President Benson up to speed, however President Benson has exceeded Speakers Redman’s expectations. One of the topics of discussion for spring semester will be eligibility of continuing faculty for SFDAs.
3. All other items were on the agenda.

5. **Student Government Report – Akshitha Padigela**

   Student Government (SG) has been researching the possibility of offering more outdoor programs. SG has spoken with management of the canoeing facility at White Rock Lake and has negotiated a deal in which students can use 50 hours of prepaid canoeing. If it is not used by end of the semester it will roll into the spring, and summer semesters. SG is also negotiating a deal with Richardson Bike-mart but that business has not been very responsive. SG is also researching a three-day camping trip outside of Texas. They wish to determine if this is something that would generate much demand. SG is willing to fund the trip partially, but students would need to pay a fee to attend. Instead of an intense three-day trip, they will offer a shorter trip to Austin.

   Ms. Padigela is currently working on a memorial for students, staff, and faculty who have passed away while attending UT Dallas. One suggestion is to engrave rocks in the reflection pools with the names of the ‘Fallen Comets’. She has worked with two people in geosciences to ascertain if the stones would be suitable for the purpose. Dr. Fitch is on board, and Ms. Padigela will be submitting a formal proposal to have the project start in spring 2017. The floor was opened to questions, but there were none.

6. **SACSCOC Reaffirmation Updates – Serenity King**

   The university is now in phase two of the QEP plan. Ms. King will present the second phase at the February Academic Senate meeting. The Quality Enhancement Plan Implementation group is finalizing the implementation plan. The annual meeting of SACSCOC was attended by: Richard C. Benson, President; Inga H. Musselman, Senior Vice Provost; Calvin Jamison, VP for Administration; Serenity King, Assistant Provost and SACSCOC Liaison; Courtney Brecheen, Associate Dean; Deanna Englert Britton, Research Analyst; Joshua Hammers, Director; Jennifer Holmes, Professor; Karen Huxtable-Jester, Senior Lecturer and Associate Director; Marilyn Kaplan, Associate Dean; Kimberly Laird, Associate VP and Controller; Murray Leaf, Professor, Vice Speaker; Michele Lockhart, Director; Debbie Montgomery, Associate Director; Jessica Murphy, Associate Professor and QEP Director; Ben Porter, Associate Dean; Gloria Shenoy, Director; M. Beth Tolan, Director; Mary Jo Venetis, Director. The university had four presenters to make three presentations. All went well, and between the three had approximately one hundred attendees who were not duplicates. This meeting was less tense than 2015. There were several schools that were publicly sanctioned. Overall our university is on track for our reaffirmation.

   Ms. King had previously presented updates that needed to be made to the Academic Senate website. She met with the academic governance secretary, Christina McGowan, to discuss the updates. One of Ms. King’s RAs is assisting her with updating the website but also helping her get the committee membership for FY17 updated on the website. Miss King requested that the Academic Council give her permission to allow her RA access to the website in order to make the necessary updates to the site. The council had no qualms against allowing access.

7. **CEP Recommendations – Clint Peinhardt**

   A. **New Degree: MA in Art History**

      Richard Scotch moved to place the CEP recommendation on the Academic Senate agenda. Bill Hefley seconded. The motion carried.

   B. **New Degree: BS in Human Resources Management**
The degree is based on the existing concentration in Human Resources Management. The school will be phasing out the concentration once the degree has been adopted. All of the courses are already in place except for one. Richard Scotch moved to place the CEP recommendation on the Academic Senate agenda. Bill Hefley seconded. The motion carried.

C. Revision to UTDPP 1052 - Section 4.5.2: Requiring 3 Voting Members from the Academic Program on the Dissertation Committee.

The document was updated from, “…not less than three voting members of the General Faculty, from the graduate degree program …” to “…at least two voting members of the General Faculty, from the graduate degree program …”. When a project requires the inclusion of a non-graduate degree program member this change would allow additional members. The chair of the committee must be from the graduate program. This change allows for policy to align with current procedures. Richard Scotch moved to place the CEP recommendation on the Academic Senate agenda. Murray Leaf seconded. The motion carried.

D. Revision to UTDPP 1052 - Section 7.1: One vs 3 Semesters Credit Hours in the examination semester

The policy and the graduate catalog were updated from “…A student must be registered for at least three semester credit hours of graduate course work during the semester in which any major degree examination, such as the Qualifying Examination, Final Written Examination, or Final Oral Examination, is taken, or during the semester in which the proposal is submitted for approval…” to “…A student must be registered for at least three semester credit hours of graduate course work during the semester in which any major degree examination, such as the Qualifying Examination, or comprehensive exam, is taken, or during the semester in which the proposal is submitted for approval …” The language conflicted between Section 7.1 and Section 7.3. The revisions removed the conflicts. Richard Scotch moved to place the CEP recommendation on the Academic Senate agenda. Jennifer Holmes seconded. The motion carried.

E. Requiring change of Majors Approval Spaces

Some of the institutions schools are beginning to manage their enrollment. For example, a school reviews the students who apply for entry into the major, and therefore selective in the number of students who are in each program. Currently a student could be enrolled as a major in X, but find that they cannot do the work in the major X, and wish to transfer over crowded program Y. There is no way that program Y can prevent the influx of transfers because the student in already admitted to the university. Currently program Y has no say in accepting these students. The revision to the undergraduate catalog would allow the schools of Arts Technology and Emerging Communication, Jonsson School of Engineering and Computer Science, and the Jindal School of Management to require approval of the Associate Dean of undergraduate education from their school in order for a student to transfer into their respective majors. An amendment to the document was requested.

The original wording is as follows:

Students who wish to change majors in the schools of Arts, Technology, and Emerging Communication, Erik Jonsson School of Engineering and Computer Science or Naveen Jindal School of Management must have approval of the Associate Dean of Undergraduate Education from the school of the intended major.

The recommended wording is as follows:
Students who wish to change majors into the schools of Arts, Technology, and Emerging Communication, Erik Jonsson School of Engineering and Computer Science or Naveen Jindal School of Management must have approval of the Associate Dean of Undergraduate Education from the school of the intended major.

Richard Scotch moved to place the CEP recommendation on the Academic Senate agenda. Bill Hefley seconded. The motion carried.

F. Discussion: CEP Bylaws
The CEP committee approved the committee’s revised bylaws at their December meeting. Bill Hefley moved to place the wording of the bylaws as a discussion item on the Academic Senate’s agenda. Murray Leaf seconded. The motion carried.

8. Presentation by the Task Force on Teaching Implications of Increased Enrollment – Paul Diehl
Richard Scotch moved to place the discussion on the Academic Senate agenda. Joe Izen seconded. The motion carried.

9. Approval of Interdisciplinary Studies School Bylaws- Dr. Redman
Jennifer Holmes moved to place the item on the Academic Senate agenda. Murray Leaf seconded. The motion carried.

10. FY 2016 Annual Committee Reports – Tim Redman
Jennifer Holmes moved to place acceptance of the annual reports on the Academic Senate agenda. Tres Thompson seconded. The motion carried.

11. Committee Appointment Replacements – Tim Redman
Bill Hefley will present a name to the Academic Governance Secretary before the Academic Senate packet is distributed. Richard Scotch moved to place the recommendation on the Academic Senate agenda. Jennifer Holmes seconded. The motion carried.

12. Revisions to UTDPP 1099- Information Security Advisory Committee and Revisions to UTDPP1003 – Information Technology Planning and Policy Committee – Ellen Safely
Ellen Safely requested that a library representative be added as an ex officio member to both the Information Security Advisory Committee and the Information Technology Planning and Policy Committee in light of the amount of information the library works with on a day-to-day basis. Bill Hefley noted that the faculty representatives should be drawn from the general faculty but limits it to tenure track, which is inconsistent. Richard Scotch moved to place both policy amendments with Academic Council recommended amendments on the Academic Senate agenda for approval. Joe Izen seconded. The motion carried.

President Benson noted that our campus was the only one out of the 14 campuses that was not smoke free. It was suggested that the new policy should be drafted by Tysh Colman and be based on the UT System policy. President Benson set the goal of having the campus smoke free by May. It was noted that there would be push back from faculty, staff and students regarding this policy.
President Benson noted that it was imperative that the campus become smoke free. Richard Scotch moved to place the discussion on the Academic Senate agenda. Murray Leaf seconded. The motion carried.

14. Senate Agenda for January 18, 2017:
   1. Call to Order, Announcements, and Questions
   2. Approval of the Agenda
   3. Approval of the Minutes
   4. Speaker’s Report
   5. Presentation by the Task Force on Teaching Implications of Increased Enrollment – Paul Diehl
   6. SACSCOC Reaffirmation Updates
   7. TXCFS/ FAC Report
   8. Student Government Report
   9. CEP Recommendations
      a. New Degree: MA in Art History
      b. New Degree: BS in Human Resources Management
      c. Revision to UTDPP 1052- Section 4.5.2 : Requiring 3 Voting Members from the Academic Program on Dissertation
      d. Revision to UTDPP 1052- Section 7.1 : One vs 3 Semesters Credit House in the examination semester
      e. Requiring change of Major Approval Spaces
      f. Discussion: Revised CEP Bylaws
   10. Report from the Task Force on Teaching Implication of Increased Enrollment
   11. School of Interdisciplinary Studies School Bylaws
   12. FY 16 Annual Committee Reports
   13. Replacement Committee Appointments
   14. Revisions to UTDPP1099- Information Security Advisory Committee
   15. Revisions to UTDPP1003-Information Technology Planning and Policy Committee
   16. Discussion: University Smoking Policy

15. Adjournment
   There being no further business President Benson adjourned the meeting at 1:41 PM.

APPROVED: ______________________________ DATE:_________________________________
Tim Redman
Speaker of the Faculty
Item 6:
February 2017
SACSCOC
Reaffirmation Updates
SACSCOC Reaffirmation Updates (http://sacscoc.utdallas.edu/)
Serenity Rose King
Assistant Provost for Policy and Program Coordination, SACSCOC Liaison
Academic Council and Academic Senate
February 2017

1. Reaffirmation Updates
   A. UT Dallas Site Visit Chair
   B. Senate Web site Update
   C. QEP Update:
      Phase II of the QEP: Development and Implementation
   D. Proposed changes to SACSCOC Principles of Accreditation
Item 9:
Committee on Educational Policy
February 2017
Updates – Pending February 7 meeting
Item 10:
Rescinding UTDPP 1054-
Policy on Graduate Studies Committee
Policy on Graduate Studies Committee - UTDPP1054

Policy Statement

A Graduate Studies Committee is to be established for each area of graduate study listed in the Graduate Catalog except those that are offered as joint programs with other components of The University of Texas System. These committees are to be appointed by the Dean of the School or by the Department Head at the request of the Dean. Committees are to be constituted of voting members of the General Faculty as defined in the Handbook of Operating Procedures (Chapter 21, Faculty Organization UTDP1088, Section I.B.1.) — that is, Regental Professors, Professors, Associate Professors, Assistant Professors, and Instructors holding appointments of half-time or more. They must, in addition, hold the highest earned degrees in their fields, or have an equivalent record of scholarly accomplishment. Terms of office normally commence September 1 of a given year and end August 31 the following year. A Graduate Studies Committee may include all members of a Program Faculty eligible for membership.

The duties of a Graduate Studies Committee, subject to administrative review and review by the University faculty as a whole through its Committee on Educational Policy, include:

1. Establishment and review of the content of the Graduate Program in the area concerned;
2. Establishment of policies within the Program;
3. Establishment of admission standards for the Program; and
4. Establishment of policies and procedures to ensure quality control of theses and dissertations.

The decisions of a Graduate Studies Committee will normally be implemented by the Department Head. Where necessary, the decisions or advice will be forwarded through the Department Head and School Dean to the appropriate office of the University.

Policy History

- Issued: September 1, 1978
- Revised: June 30, 1983
- Revised: March 1, 1992
- Revised: October 15, 1993
- Editorial Amendments: February 2, 1998
- Editorial Amendments: September 1, 2000
- Revised: January 25, 2007
Policy Links

- Permalink for this policy: http://policy.utdallas.edu/utdpp1054
- Link to PDF version: http://policy.utdallas.edu/pdf/utdpp1054
- Link to printable version: http://policy.utdallas.edu/print/utdpp1054
Item 11:
FY16 Annual Committee Reports
I. **Membership**

The membership of the University Sustainability Committee consists of:

- **Faculty**
  - Doug Goodman, Ph.D. (Chair, EPPS)
  - Carolyn Reichert Ph.D. (Vice Chair, SOM)
  - Lev Gelb, Ph.D. (ECS)

- **Staff**
  - Craig Lewis

- **Students**
  - Rebecca Jin (UG)
  - Xuan (Sherry) Yang (UG)

- **Ex Officio (Without Vote)**
  - Vice President for Administration
  - Associate Vice President for Facilities Management
  - Energy Conservation & Sustainability Manager
  - Associate Vice President for Communications

II. **Meetings**

Meetings were scheduled for the 2nd Tuesday for each month beginning in October, 2016 through May, 2016.

III. **Actions Taken**

The Committee priorities and set goals for the school year. One of the priorities was to complete and submit an application for the AASHE STARS rating. Another priority was to include an academic research panel as part of Earth Week activities in April.

The Committee encouraged and supported the Energy Conservation & Sustainability Office and Student Government with their application to the Association for the Advancement of Sustainability in Higher Education’s (AASHE), Sustainability Tracking, Assessment, & Rating System (STARS) program. AASHE STARS assesses universities’ sustainability initiatives in the areas of academics, engagement, and planning and administration. The application was fully...
submitted in June and approved in August. UTD was given a Bronze rating for its first submission. The committee is encouraging continued support and expects to increase the rating to silver or gold over the next three years.

The committee encouraged student government’s continued efforts to implement a green fee for sustainability that adds a $5 fee each semester. The fee can generate a sizeable amount of money for green initiatives on campus.

UTD made the Sierra Club’s 2016 Cool Schools list.

The committee supported the Monarch waystations on campus. The committee supported the tree planting efforts on campus. We helped plan Earth Week Activities including the addition of a faculty research panel to showcase faculty research on sustainability and environmental issues. The committee encouraged the university’s sustainability office in its continued efforts to sustainable practices at UTD.

IV. Recommendations for Following Year

The committee recommended continued initiatives for sustainable practices by the university. We will encourage a way to better aligning academic programs and courses related to sustainability. We also want to highlight sustainable practices at the university through news stories.

V. Supporting documents
   a. Meeting agendum are available on request.
   b. More information about UTD’s sustainability efforts can be found at: http://www.utdallas.edu/sustainability/