

## INSTRUCTION COUNCIL

### MINUTES

Thursday, August 5, 2021

126 ITLE / Zoom <https://zoom.us/j/96284911705>

9:00 a.m. – 10:30 a.m.

In attendance: Chad Blew, Larry Burns, Aaron Christensen, Cynda Clary, Andrew Doust, Richard Frohock, Jami Fullerton, Margi Gilmour, Jeff Hartman, Susan Johnson, Diane Jones, James Knecht, Marlys Mason, Blake Myers, Christine Ormsbee, Rita Peaster, Kyndal Roark, Adrienne Sanogo, Randy Seitsinger, Candace Thrasher, Jean Van Delinder, Denise Weaver, Wilma White, Missy Wickle, and Chris Francisco, Chair.

#### 1. New Academic Alert System – David Mariott

D. Mariott offered a presentation of the new academic alert system to the members of Instruction Council (IC). Faculty is now able to access the new portion of Slate that provides the academic alert system. Faculty have been provided a link to the alert system thru the OKState portal. Video tutorials will be available soon. The goal is to replicate the options in Star while associating the alert to the institution and student within the Slate system.

When the alert is prepared, emails will be triggered. Emails from instructor to student will be more personalized than the prior system, including instructions for student. Alerts will differ depending on students' opportunities to complete course successfully or not. Alerts will follow student so if they switch majors and colleges, the alerts will go to primary advisor of the new college. Advisors will have their own separate portal. They will be able to see the instructor alert and have the option to add their own comments such as "issue resolved," etc. Advisor updates will be sent to instructors as well.

The goal for a fully functional academic advising system in Slate is late Fall, 2021. Advisors should be able to utilize Slate for the Summer / Fall 2022 advising during Spring 2022 semester. We are still working on data feeds to populate the system.

#### 2. Proposed Policy Revision to UAR 4.7 Graduate Credit Hours for Undergraduates – Rita Peaster and Jean Van Delinder (see attachment)

**Proposed Changes to UAR 4.7 Graduate Credit Hours for Undergraduates and Graduate College Policy 6.10 Undergraduate Enrollment in Graduate Courses** prepared by the Graduate College in collaboration with the Office of the Registrar, June 4, 2021

##### Summary/Purpose of Proposed Changes

Modify University Academic Regulation 4.7 and Graduate College Policy 6.10 to reduce the total limit of graduate credit that an undergraduate student can earn via the *Graduate Credit for Graduating Seniors* form. The current limit is 15 hours, and the proposed limit is 9 hours. This limit is not intended to apply to undergraduates admitted to an approved OSU accelerated master's degree program.

##### Background and Rationale

The Graduate College has seen scenarios where undergraduates with 15 hours of graduate credit (half of a master's degree) were not being accepted into a graduate degree program. The 9-hour limit protects undergraduates from amassing too much graduate credit before admission as a graduate student, and is in line with the 9 hour limit for non-degree seeking graduate students.

***Motion was made by C. Clary and seconded by J. Fullerton to accept the proposed changes to UAR 4.7 Graduate Credit Hours for Undergraduates and Graduate College Policy 6.10 Undergraduate Enrollment in Graduate Courses, and approved.***

### **3. Proposed updates to Banner Self-Service – Rita Peaster**

The Self-Service environment is a blend of Banner 8 and Banner 9. Ellucian has not yet provided an acceptable end-to-end Banner 9 replacement for Banner 8 Self Service. They have released several new Banner 9 components that OSU would like to implement. The plan below is an overview of changes.

The plan is to retain the Banner 8 landing page but replace as many Banner 9 tabs as possible. In conjunction with that, we would like to implement the chosen or preferred name displayed. We would like to remove some of the outdated references on the link (such as outdated version numbers) and streamline / clean up several links as well. Some of the Banner 9 links replace multiple Banner 8 links. Preferred timeframe for implementation is mid-September, 2021, prior to publishing the Spring 2022 class schedule and before we add the advisor holds.

We are still in the final testing stages, and new Self-Service Banner 9 pages are likely to include:

- New for Students
  - Academic Transcript – breadcrumbs stay at the top of the page
  - Graduation Application – allows students to specify their diploma name preference
  - Personal Information – students will be able to edit their preferred first name, personal pronoun, gender
  - Proxy Access
  - View Graduation Application
- New for Advisors & Faculty:
  - Registration History
  - Student Week at a Glance
  - View Graduation Application
  - Personal Information
  - Faculty Week at a Glance
  - Faculty Detail Schedule
  - Registration Overrides

### **4. Degree Works Upgrade – Blake Myers**

B. Myers provided a brief overview of an upcoming upgrade to the Degree Works system, with a go live date as early as mid-September. There are plans to upload video instructions and provide other resources to faculty, staff and students with the new updated version. Within this version there are over 100 defect corrections. Along with the upgrade will be better consistency with other Ellucian products, better processing time support from Ellucian and better support from Ellucian. Bonus features are as follows:

- Responsive dashboard – modern redesign of the Degree Works data to be mobile, laptop and desktop friendly
- ADA compliant with use of color and formatting and easier for IT to customize the view for regulation purposes
- Quality of life improvements – preferred name support
- Additional repeat indicators to the audit
- Fully collapsible / expandable audit information
- Banner Self Service and Registration integration – allowing students to link these plans to their registration efforts

- Student Educational Planner enhancements (not yet implemented) as a way to integrate the Finish in Four plan, as well as interface with Banner registration, and allow Registrar's Office to report off the data. Any concurrent hours will not be indicated in the planner, but they will be reflected in the audit. With that being said, the plan is totally customizable.

## 5. Process for Fall Course Actions – Chris Francisco and Rita Peaster

Issue: trying to make workload more uniform instead of the large dump of course action forms (CAF) all at once. R. Peaster explained that CAFs are received mid-December, after the Registrar's Office (RO) has already drafted the next fall's class schedule. RO must update the parent course in Banner course catalog, go into every section of that course that has been created and update every section. This process is a highly intensive manual effort.

Possibilities: If individual colleges have multiple curriculum meetings to discuss CAFs they can submit to Academic Affairs for preparation to IC. Any ideas to speed up the process are welcome. College of Arts and Sciences and College of Education and Human Sciences are on board given their multiple curriculum meetings. Ferguson College of Ag will need at least a couple of weeks for review of the course actions. The review process takes time. All agreed that there should be a way to preserve the time for review. This process is still a work in progress and suggestions for improvement are welcome.

## 6. Curriculum

### 1) Information Item Only:

N/A

### 2) Course Actions Exceptions:

N/A

### 3) Program Modifications:

#### College of Arts and Sciences

##### **Bachelor of Science in Economics (063)**

Option Addition

- Add options in Pre-Medical, Pre-Dental, and Pre-Veterinary
- The proposed options are requested to formalize a path for students who plan to attend professional school.

Course requirement change

- Remove Pre-Law emphasis
- The proposed change is requested due to an agreement between the two colleges that share the Economics degree.
- No new courses will be added and no courses will be deleted.
- Total credit hours will not change.

Discussion: Spears School of Business is agreeable to the changes due to the removal of the Pre-Law emphasis, however R. Peaster questioned the distinction between areas of concentration vs. areas of emphasis. This item was **tabled** to properly address concerns by the Registrar's Office.

#### College of Education and Human Sciences

##### **Bachelor of Science in Recreational Therapy**

New program request

The College of Education and Human Sciences proposes a Bachelor of Science in Recreational Therapy due to accreditation standards and individual certification and licensure requirements. The degree is currently offered as an option under the Bachelor of Science in Recreation Management and Recreational Therapy.

***Motion was made by R. Seitsinger and seconded by M. Mason to accept the College of Education and Human Sciences Bachelor of Science in Recreational Therapy new program request, and approved.***

### **Spears School of Business**

#### **Master of Science in Accounting (002)**

Option suspension

- Suspend “general” option
- The proposed option suspension is requested because the “general” option is not currently offered by the department.

***Motion was made by A. Sanogo and seconded by J. Van Delinder to accept the suspension of the Spears School of Business “general” option, Masters of Science in Accounting, and approved.***

#### **7. Other**

- a. C. Francisco welcomed A. Doust as the CAS Associate Dean to IC.
- b. Incorrect quarantine guidance was posted on the OSU website for a short period of time but has now been corrected. CDC guidance recommends “fully vaccinated people who have come into [close contact](#) with someone with suspected or confirmed COVID-19 are to be tested 3-5 days after exposure, and to wear a mask in public indoor settings for 14 days or until they receive a negative test result.”
- c. HB1775 – teaching tips paragraph that explains how HB1775 affects faculty and instruction. Continue to teach the way you did as long as you don’t teach from a biased perspective or in a manner that stereotypes based on race or sex. If a workshop is needed, ITLE will organize.
- d. Diversity holds should all be lifted. R. Peaster recommended that those students with diversity holds be directed to her personally.

Meeting was adjourned at 10:12am

Minutes were recorded by K. Roark