

## INSTRUCTION COUNCIL

### MINUTES

Thursday, September 16, 2021

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

9:00 a.m. – 10:30 a.m.

In attendance: Laurie Beets, Bruce Benjamin, Chad Blew, Aaron Christensen, Ryan Chung, Cynda Clary, Andrew Doust, Jami Fullerton, Jeff Hartman, Ebonie Hill, Kelva Hunger, Diane Jones, James Knecht, Marlys Mason, Rita Peaster, Carisa Ramming, Kyndal Roark, Adrienne Sanogo, Randy Seitsinger, Candace Thrasher, Jean Van Delinder, Missy Wikle, and Chris Francisco, Chair.

#### 1. Doel Reed Center Update – Carol Moder

In an effort to increase awareness of the Doel Reed Center (DRC) C. Moder presented an overview of DRC including programs / opportunities for students and faculty.

- a. DRC's goal is to extend OSU's reach into New Mexico
  - i. Doel Reed was the person responsible for establishing and expanding the art department at OSU.
  - ii. He was a well-known artist mostly known for a specific type of print making called aquatint
  - iii. Currently the Doel Reed exhibit is displayed at the OSU Museum of Art
  - iv. Doel Reed's daughter, Martha, gifted the New Mexico property to OSU. Renovation of the property was completed in 2015 thru generous donations. The property consists of the following:
    1. Studio – small visiting artist studio
    2. Casa Sutherland – classroom space – 12-person capacity
    3. Casa Cooper – living quarters for visiting faculty and artists
- b. Multi-disciplinary approach to teaching, research and outreach
  - i. January writing workshop for scholar development project
  - ii. Summer courses for credit
    1. Involvement across the university – sciences, education, business, engineering, agriculture
    2. Primary requirement of any course at DRC is for all programs to make use of their environment
  - iii. Visiting faculty will be paid an honorarium by DRC, including lodging for June courses
  - iv. Students are eligible for scholarships
  - v. Amazing cross culture experience for students
  - vi. Faculty from summer courses choose the visiting artist / scholar and that individual will be given an opportunity to participate in OSU campus life the following fall.
  - vii. Community outreach – DRC works with Taos Integrated School for the Arts, which is a K-12 public charter school, very diverse and committed to integrating art into all subject areas
- c. Provide programs for OSU students and for alumni from OK and NM
  - i. Leisure learning courses are offered in July, with a variety of topics. Most courses involve a significant number of field trips. Call for proposals is being submitted today and deadline is 10-11-21. Honorarium, travel and lodging are provided
  - ii. Short courses are available in the fall
  - iii. Virtual lectures are also available

#### 2. Qualtrics course evaluation: Upgrade for the SSI data collection process – Ryan Chung

Since 2015, OSU has used Course Climate for online Student Survey of Instruction (SSI). We now have a new technical interface provided by Qualtrics, which can give us a more robust platform/advanced functions for course evaluation we conduct each semester at OSU. The SSI data collection processes and procedures can be modified to be more succinct which help colleges and programs have all the courses ready to be surveyed on time and more accurate. In the new proposed survey data collection process, students will be able to complete the survey easily and course instructors can monitor the progress in Canvas or Qualtrics, and response rates have increased since last year with the new approved survey questions. More than

100,000 courses were surveyed per semester and response rate jumped from 30% or so to now 54% overall since 2017. By having this new platform, UAT will be able to managing the survey process and the information more efficiently and helping to facilitate timely evaluate of regular SSI in each semester and now adding a data collection for the short courses as well since 2021 Spring. Some key features will be that survey responses can be modified, if any errors were made by students, during the 2-week period that the surveys are available. After data is collected at the end of each semester, UAT will work with IRA to discover trends and will share among colleges and programs. The new SSI managing process will be much easier and robust for all.

***Motion was made by A. Sanogo and seconded by J. Van Delinder to accept the transition to Qualtrics for OSU's SSI process, and approved.***

### **3. OSU CHS Representatives in Stillwater – Aaron Christensen**

Recently an announcement from OSU Center for Health Sciences was sent to OSU academic advisors regarding any prospective students or undergraduate advisors who may be interested in meeting with a representative from OSU CHS. OSU-CHS now has office hours at OSU Stillwater to address any questions for post baccalaureate programs (including several graduate programs and Doctor of Osteopathic Medicine.) Locations are as follows:

CHS Graduate Programs

Stillwater Office Hours

1-4pm

Tuesdays, August 17-December 7

101C GAB

College of Osteopathic Medicine

Stillwater Office Hours

9am-2pm

Sept 7 & 28, Oct 5 & 26, Nov 2 & 15

205 Student Union (Campus Life East office)

OSU-CHAS overview presentations are targeted to prospective students of prehealth pre-medicine studies. We will be providing these presentations via zoom this semester, with an intent to provide in-person presentations in the future.

### **4. Curriculum**

#### **1) Information Item Only:**

N/A

#### **2) Course Actions Exceptions:**

**See pages 5-8**

***Motion was made by C. Clary and seconded by J. Van Delinder to accept the Course Action Exceptions listed on pages 5-8 of this document, and approved.***

#### **3) Program Modifications:**

**College of Education and Human Sciences**

##### **Master of Science in Educational Leadership Studies (437)**

Option addition

- Add option in Workforce and Adult Education
- The proposed option is requested to prepare educational leaders in business industry

Course requirement change

- School Administration Option

- Add EDLE 5800
- The proposed change is requested to give students additional flexibility
- No new courses are being added and no new courses will be deleted
- Total credit hours will not change
- Higher Education Option
  - Remove list of electives
  - Add students will select from a list of grad certificates
  - The proposed change is requested to facilitate recruitment of a broader range of students
  - No new courses are being added and no new courses will be deleted
  - Total credit hours will not change

Degree requirement change

School administration option

- Remove MAT as a program admission requirement
- The proposed change is requested because program faculty found that the MAT testing requirement does not predict success in the program

### **Undergraduate Certificate in Family Financial Planning**

Tulsa Delivery

The College of Education and Human Sciences proposes to offer the existing certificate in Tulsa to expand training for students to assist families and individuals. The curriculum is approved by the Certified Financial Planners® Board of Standards.

***Motion was made by M. Mason and seconded by R. Seitsinger to accept the above-mentioned College of Education and Human Sciences program modifications, and approved.***

### **5. Spring 2022 planning update – Chris Francisco**

- a. Faculty Council committees have been formed to look at various parts of Spring 2022. Both committees are operating under the larger Faculty Council umbrella.
- b. A Pandemic/Endemic Planning Task Force has been created by President Shrum, chaired by Stephen Clarke and Mindy McCann, with the intent of brainstorming ideas for what we can do for Spring 2022 (and long term) as the COVID-19 virus becomes endemic. The PEP Task Force, consisting of representatives from all colleges, is looking at developing a menu of options that can be presented in a way that preserves in person instruction to the greatest extent possible. The Task force met for the first time this morning and may meet a couple of times next week. The Task force will be independent of provost and president's offices throughout the recommendation process. Some items discussed were as follows:
  - i. Cannot be a major overhaul for Spring 2022
  - ii. Accommodate as many people as possible for the Spring 2022 semester
  - iii. Possibility of delayed enrollment for Spring 2022 (DSAS discussed delaying Spring 2022 enrollment to November 1<sup>st</sup>. Additional information regarding date change is forthcoming)
  - iv. Develop a proactive plan for the long term, not reactive
  - v. Examine experiences where more flexibility and creativity can be offered
  - vi. Parallel offerings of in class and synchronous online learn
- c. C. Clary explained that consistent messaging is needed regarding accommodations from the Office of Equal Opportunity (OEO). It appears that there is a significant amount of differing information across campus regarding accommodations. The collection of factors includes health and safety of faculty students, as well as the balance in learning styles. The University and OEO must be clear with University policies and process.
- d. R. Peaster notified IC members that Spring advising holds will be placed this weekend so that advisors who do meet with students early can release those holds.

### **6. Other**

- a. J. Hartman announced that the Office of Undergraduate Admissions will be placing transcript holds at the end of the month for all new incoming students missing either high school transcripts or post secondary transcripts. Lists of

students with missing transcripts were provided to DSAS representatives. There have been multiple attempts by UG Admissions to communicate with these students. The registration holds are effective for the Spring 2022 term.

- b.** Vaccination holds are typically placed along with the advisor holds. R. Peaster will verify that information.

Meeting was adjourned at 9:55am

Minutes were recorded by K. Roark

OKLAHOMA STATE UNIVERSITY

CURRICULAR REQUESTS FROM THE COLLEGE OF Engineering, Architecture and Technology Date: 9/2/2021

<b>PRESENT</b>	<b>PROPOSED</b>	<b>PRESENT</b>	<b>PROPOSED</b>	<b>PRESENT</b>	<b>PROPOSED</b>	<b>ACTION SUMMARY</b>
<b>PREFIX/NUMBER</b>		<b>TITLE</b>		<b>ACTION</b>		
<b>MODIFIED COURSES</b>						
CHE 3013		Rate Operations I		Prerequisite(s): CHE 2033 and ENSC 3233 with grades of "C" or better.	Prerequisite(s): CHE 2033, CHEM 3112, CHEM 3153, ENSC 3233, and PHYS 2114 with grades of "C" or better.	Changing Prerequisite Requested Effective Term Date Spring 2022
CHE 3333		Introduction to Transport Phenomena		Prerequisite(s): CHE 2033, MATH 2163 and (MATH 2233 or MATH 3263) with grades of "C" or better.	Prerequisite(s): CHE 2033, CHEM 3112, CHEM 3153, ENSC 3233, and PHYS 2114 with grades of "C" or better.	Changing Prerequisite Requested Effective Term Date Spring 2022
CHE 3473		Chemical Engineering Thermodynamics		Prerequisite(s): CHE 2033, CHEM 3153, and CHEM 3112 with grades of "C" or better	Prerequisite(s): CHE 2033, CHEM 3112, CHEM 3153, ENSC 3233, and PHYS 2114 with grades of "C" or better	Changing Prerequisite Requested Effective Term Date Spring 2022
CHE 4002		Chemical Engineering Laboratory I		Prerequisite(s): CHE 3013, CHE 3333, CHE 3473, ENGL 1113. ENGR 1111. AND STAT 4033	Prerequisite(s): CHE 3013. CHE 3333. CHE 3473, ENGL 1113. ENGR 1111, and ENSC	Changing Prerequisite Requested Effective Term: Fall 2022

				with grades of "C" or better.	3231 with grades of "C" or better.	
CHE 4224		Chemical Engineering Design II		Prerequisite(s): CHE 4124 with grades of "C" or better.	Prerequisite(s): CHE 4112 and CHE 4124.	Changing Prerequisite Requested Effective Term Date Spring 2022
CHE 4843		Chemical Process Instrumentation and Control		Prerequisite( s ): CHE 4124.	ENSC 2613. ENGR 2421 with grades of "C" or better, CHE 4112 and CHE 4124.	Changing Prerequisite Requested Effective Term: Spring 2022
CHE 4990	CHE 4543	Introduction to Chemical Engineering Data Science		<p>Description</p> <p>Training in independent work, study of relevant literature, and experimental investigation of an assigned problem.</p>	<p>Description</p> <p>The emphasis of the course will be to utilize concepts from statistics, calculus, and linear algebra to develop machine learning models applicable to a wide range of problems in engineering, natural and social sciences, and finance. Special emphasis will be given to the application of methods in the chemical engineering domain. However, students from other disciplines will find the methods broadly applicable to their areas of interest. Homework assignments and project will provide opportunities to apply</p>	Course # change and Class Description Change. Request Effective Term Date Spring 2022

					the knowledge in a broader context.	
<b>CHE 5990</b>	<b>CHE 5543</b>	<b>Introduction to Chemical Engineering Data Science</b>		<b>Description</b>  Individual report topics in chemical engineering involving operations, processes, equipment, experiments, literature search, theory, computer use or combinations of these.	<b>Description</b>  The emphasis of the course will be to utilize concepts from statistics, calculus, and linear algebra to develop machine learning models applicable to a wide range of problems in engineering, natural and social sciences, and finance. Special emphasis will be given to the application of methods in the chemical engineering domain. However, students from other disciplines will find the methods broadly applicable to their areas of interest. Homework assignments and project will provide opportunities to apply the knowledge in a broader context.	<b>Course # change and Class Description Change. Request Effective Term Date Spring 2022</b>
<b>PETE 5110</b>	<b>PETE 5813</b>	<b>Barrier Materials</b>		<b>Description</b>  Specialized course addressing specific topics in drilling, production, or reservoir	<b>Description</b>  This course will examine how we can use geomimicry of shales to design and produce effective long-	<b>Course # change and Class Description Change. Request Effective Term Date Spring 2022</b>

				<b>engineeing. May be repeated for credit if subject matter varies.</b>	<b>lasting engineered barrier materials, starting with improving cements.</b>	