INSTRUCTION COUNCIL

MINUTES

Thursday, November 17, 2022
126 ITLE or Zoom https://zoom.us/i/96284911705
9:00 a.m. - 10:30 a.m.

In attendance: Laurie Beets, Chad Blew, Larry Burns, Aaron Christensen, Cynda Clary, Andrew Doust, Leslie Evans, Craig Freeman, Richard Frohock, Jami Fullerton, Jeff Hartman, Sunderesh Heragu, Diane Jones, James Knecht, Marlys Mason, Chris Ormsbee, Kyndal Roark, Adrienne Sanogo, Candace Thrasher, Jean Van Delinder and Chris Francisco, Chair.

1. Entrance / declaration requirements for undergraduate programs in the catalog – Leslie Evans

All degree requirements must be clearly reflected in the University catalog to enable enforcement, including requirements to declare the program. Historically these post-admission requirements have been in the college narrative section of the catalog. In recent years more have been listed directly on the degree requirement pages, using a variety of terminology and placement on the page. The Registrar's Office supports moving these requirements to the degree requirements, and desires to collaborate on consistent terminology and placement on degree sheets beginning with the 2023-24 catalog.

Between the standard degree requirements table and the Additional State/OSU Requirements lies additional requirements that are specific to the college or program that don't fit well in the degree requirements table (see examples below):

- College residence requirements (SSB)
- Upper-division requirements (SSB, CAS, Ferguson)
- Exit interview with department head (Ferguson)
- Non-course prerequisite for course in program (CEHS)
- Variety of GPA and minimum grade requirements (CEAT, CEHS, CAS)
- Hours in one department limit (CAS)
- Other college requirements (CAS)

We recommend that all programs list applicable entrance/declaration requirements in the Other Requirements section of the catalog or a new section specific for this purpose.

Instruction Council (IC) members indicated their approval of moving forward with consistency. Registrar's Office recommended placing this additional information in the Program Declaration section at the bottom of each degree page. A sample template will be prepared for future review by IC members.

2. Degree Clearance for Undergraduate Certificates – Candace Thrasher

We have 25 active undergraduate certificates (refer to page 4). These certificates were originally created and approved with approximately half of them requiring students to earn a bachelor's degree in order to earn the certificate. With an increasing number of certificates, it is becoming an issue as to how we monitor progress of each of the certificates. There needs to be an examination of the bachelor's degree requirement for the function of these certificates. There have been situations where the student has met all the requirements for the certificate but has not earned the bachelor's degree. There are also situations where the student intends to enroll in the certificate program without having a desire to earn a bachelor's degree. That scenario can be problematic when there are upper-level college courses required for the certificate.

Basically there are two questions to be considered for departments offering these certificates:

- 1) Do we need to have students earn a bachelor's degree in order to earn the certificates?
- 2) Do the departments realize that a bachelor's degree is a stipulation of their certificates?

IC members expressed concern regarding any state regulations that prohibit us from creating these certificates without any need for a bachelor's degree. C. Francisco emphasized that State Regents are encouraging additional programs that support work force development from any institution. OSU has the expertise to provide microcredentials and badges along with certificates. Differentiation needs to be made between the degree seeking student who is also earning a certificate at the same time and the student who is only seeking the stand alone certificate. New research supporting the momentum that certificates can build retention for finishing the bachelor's degree was also discussed.

The list of all undergraduate certificates was distributed earlier (see page 4). IC members were asked to review this list with their departments that are granting these certificates to determine if a bachelor's degree is definitely needed. If there are cases where a bachelor's degree is mandatory that can be discussed as well. There will be Instruction Council follow up on this topic during the Spring 2023 semester.

3. Curriculum

1) <u>Information Item Only</u>:

N/A

Course Actions Summaries:

College of Arts and Science

Motion was made by C. Clary and seconded by A. Sanogo to accept the attached College of Arts and Sciences course actions, and IC members approved.

Center for Health Sciences

Motion was made by C. Freeman and seconded by J. Van Delinder to accept the attached Center for Health Sciences course actions, and IC members approved.

Graduate College

Motion was made by M. Mason and seconded by S. Heragu to accept the attached Graduate College course actions, and IC members approved.

OSU-Tulsa

College of Professional Studies

Motion was made by A. Sanogo and seconded by S. Heragu to accept the attached OSU-Tulsa College of Professional Studies course actions, and IC members approved.

Spears School of Business – Undergraduate Courses Spears School of Business – Graduate Courses

Discussion: MSIS 5633 Data Engineering name change will be made to Data Wrangling.

Motion was made by C. Freeman and seconded by A. Doust to accept the attached Spears School of Business Undergraduate and Graduate course actions, with the exception of the tabled MSIS 3293 for further discussion with College of Arts and Sciences, and IC members approved.

Global Studies and Partnerships

Motion was made by C. Clary and seconded by A. Sanogo to accept the attached Global Studies and Partnerships course action, and IC members approved.

Ferguson College of Agriculture

Motion was made by A. Sanogo and seconded by S. Heragu to accept the attached Ferguson College of Agriculture course actions, and IC members approved.

2) **Program Modifications**:

N/A

4. Other

• C. Ormsbee distributed updated Canvas information (refer to pages 5-7) regarding three semesters of data for OSU-Stillwater and OSU-Tulsa.

Meeting was adjourned at 9:57am

Minutes were recorded by K. Roark

Program Name	Degree Code	OSRHE Code	Credit Hours	Completion of Bachelor's Degree Specified
Fashion Design	FDEU	322	30 hours	No
Family Financial Planning	FFP	540	18 hours	No
Digital Studies	DGST	034	15 hours	Yes
Sustainable Business Mana SBM	SBM	508	24 hours	No
Travel & Tourism Managen TTMU	TMU	308	16 hours	Yes
Sales and Service Excellen SSE	N SSE	495	18 hours	No
Business Essentials	BUEU	295	15 hours	Yes/SSB majors not eligible
Business Financial Essentia BFEU	BFEU	296	15 hours	Yes/SSB majors not eligible
Accounting, Systems, & Au ACSU	u ACSU	325	18 hours	No
Teaching English to Speake TEOU	€ TEOU	527	15 hours	Yes
Pre-Health Care Administr PHCA	PHCA	555	20 hours	Yes
Pre-Medical Sciences	PMDS	533	64 hours	Yes
Pre-Nursing	PNUR	534	62 hours	No
eSports	ESPU	307	15 hours	Yes
Communications Sciences	CSDC	265	38 hours	Yes (post baccalaureate)
Equine Enterprise Manage	EEM	532	17 hours	No
Undergraduate Research	UR	273	15 hours	Yes (from OSU)
Ethical Leadership	ELU	297	16 hours	No
Environmental Studies	EVST	455	17 hours	No
Geographic Information Sy GIS	yGIS	406	15 hours	Yes
Food Safety	SAFU	306	18 hours	No
Property & Real Estate Mai PRMU	PRMU	314	16 hours	Yes
Public Health	PHU	318	16 hours	No
earning & Motivation	LEMU	280	18 hours	No
Service Services		2	24 hours	No

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Discrepancy		55		0.00%	0	0		59	52	90.91%	44	40	80.00%	15	12	Ferguson
Totol Toto		218	214	100.00%	28	28		190	186	97.44%	156	152	100.00%	34	34	Spears
Diody Diody Dieses Diody			304	×	Ħ	9	%		295	%	110	108	%	188	187	A&S
Class Sizes: 1-10 Clas	percentage	number			nber			umber								
Class Sizes: 1.10 Clas			Overall		al l	Graduate Subtot		otal	Undergrad Subto				ω		1000-2000	College
										0	lass Size: 31-100					
1000-2000 1000-2000 1000-2000 2000	ı	1713	ı		228	212	1	1485	1428		791	755	96.97%	694	673	TOTAL
Class Sizes: 1.0 Class Sizes	Г	32	29	74.36%	39	29	Γ	0	0	0.00%	0	0	0.00%	0	0	CHS
Class Sizes: 1-10 Clas		100	00	88.89%	9	00		0	0	0.00%	0	0	0.00%	0	0	Graduate
Class Sizes: 1.10 Class Sizes: 1.20 Clas	_	ter	3	100.00%	ω	ω	0.00%	0	0	0.00%	0	0	0.00%	0	0	Global
Class Sizes: 1-10 Clas		26		0.00%	0	0		26	25	100.00%	2	2	95.83%	24	23	Honors
Class Sizes 1.100 Class Sizes 1.10 Class Size		320		97.59%	83	81	95.78%	237	227	96.10%	154	148	95.18%	83	79	ED&HS
Class Street 1.00		174	165	100.00%	20	20	94.16%	154	145	95.60%	91	87	92.06%	63	58	CEAT
Class Sizes: 1.10 Clas		138		92.31%	13	12	94.40%	125	118	95.24%	105	100	90.00%	20	18	Ferguson
Rge 1000-2000 number used percentage used used used used number used used used class sizes: 1.10 used used used used used used used used		167		96.15%	26	25	T	141	139	99.21%	127	126	92.86%	14	13	Spears
Class Sizes: 1-10 Clas	-		808	7	35	34	96.51%		774	%	312	292	%	490	482	A&S
Class Sizes: 1-100-2000 Class Sizes: 1-10	percentage	number			nber			umber	0.00			0				90000
Class Sizes: 1-10 Class S			Overall		2	Graduate Subtot		otal	Undergrad Subto		CH 1371C CC01		w		1000-2000	College
Class Sizes: 1-10 Class S											11 30					
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Age 1000-2000 Class Sizes: 1-10 Undergrad Subtotal Graduate Subtotal Graduate Subtotal Graduate Subtotal Overall used number percentage used number percent	ı	2951	1546		1493	562	1	1458	984		934	555		524	429	TOTAL
Class Sizes: 1-10 Clas	Г	66	36	54.55%	66	36	Г	0	0	0.00%	0	0	0.00%	0	0	CHS
Class Sizes: 1-10 Clas			ω	42.86%	7	ω		0	0	0.00%	0	0	0.00%	0	0	Graduate
Class Sizes: 1-10 Clas	7 28.57%		2	16.67%	6	1	100.00%	1	1	100.00%	1	1	0.00%	0	0	Global
Class Sizes: 1-10 Clas		37		0.00%	0	0	16.22%	37	6	3.13%	32	1	100.00%	5	5	Honors
Class Sizes; 1-10 Clas		403		45.74%	282	129	74.38%	121	90	75.00%	108	81	69.23%	13	9	ED&HS
Class Sizes: 1.10 Clas		326	170	39.22%	232			94	79	87.01%	77	67	70.59%	17	12	CEAT
Class Sizes: 1-10 Clas		355		27.53%	247			108	41	34.34%	99	34	77.78%	9	7	Ferguson
Class Sizes: 1-10		223		59.32%	118			105	90	84.69%	98	83	100.00%	7	7	Spears
Class Sizes: 1-10 Class Sizes: 1-10 Undergrad Subtotal Graduate Subtotal Overall pumber percentase used number n	-	1527	841	8	535	164	68.25%		677	×	519	288	%	473	389	A&S
Class Sizes: 1-10	percentage	number	=		nher	uate Subto		otal	ergrad Subi			4000			-2000	College
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Percentage Manufact Manufac	96 0 0 1 1 18 1 18 1 847	365 194 69 88 95 95 0 0 1 1 1 1 1 830	* * * * * * * * * * * * * * * * * * * *			0	100.00%	14		100.00%	7	7	100.00%	7	7	Ferguson
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Aumbre Descritage Lond Journal Subolution Consideration of Long Percentage Lond Journal Subolution Consultant Subolution Consultant Subolution Consultage <	96	365 194 69 88 95 0 0 1 18	* * * * *	percentage	ımber			umber		percentage					used nur	
number precentage Lond Class Start 1.0 bindergrad Subtoal Graduate's Subtoal Conducting Subtoal Conducti		365 194 69 95 0 0 18	5% 0% 0%		_	uate Subto	L	otal	ergrad Subt			4000			-2000	College
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Decembrate Dec		365 194 69 88 95	079			0	0.00%	0		0.00%	0	0	0.00%	0	0	Global
Number Percentage Used Used Sales 1.10 Undergrad Subtotal		365 194 69 88	787			0	0.00%	0		0.00%	0	0	0.00%	0	0	Honors
Decembrate Dec		365 194 69	%0%			2	98.94%	94		100.00%	52	52	97.62%	42	41	ED&HS
December	Γ	365 194	%0%			ω	94.44%	90		98.18%	55	54	88.57%	35	31	CEAT
Number Decentage Under	Γ	365	%0%		_	0	94.52%	73		91.89%	37	34	97.22%	36	35	Ferguson
Decentage Dece	Γ	365	%0%	L	w	31	99.39%	164		99.28%	138	137	100.00%	26	26	Spears
Detecning	Γ		6%		'n	13	98.60%	357		98.99%	99	98	98.45%	258	254	A&S
Number Detecniage Used Number Detec	perce			percer		;			used	percentage	9	3				
December					3	nate Subto	L	DEBI	ergrad Subi			4000			-2000	College
Detectiage Det										90	Class Size: 31-10				1000	
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Class Sizes: 1.10 Class Sizes: 1.13 Class Sizes: 1.13 Class Sizes: 1.14 30.00 Aumber Percentage Used Number Perc	ı	1923	18	1	267	243	1	1792	١	92 44%	807	746	94.82%	985	934	TOTAL
Class Sizes: 1-10 Clas	Г	28	9%		4	28	0.00%	0	ı	0.00%	0	0	0.00%	0	0	CHS
Class Sizes: 1-10 Clas	Τ.	6	10%		_	6	0.00%	0		0.00%	0	0	0.00%	0	0	Graduate
Number Percentage used	Τ	5	10%			u	0.00%	0		0.00%	0	0	0.00%	0	0	Global
Number Percentage	Γ	30	10%		_	0	100.00%	30		100.00%	1	1	100.00%	29	29	Honors
December Percentage Perce	Γ	341	0%		9	80	95.47%	265		95.38%	173	165	95.65%	92	00	ED&HS
Number Percentage Percent	Γ	176	10%		2.	23	89.47%	171		90.53%	95	86	88.16%	76	67	CEAT
Class Sizes: 1-1-0 Class S	Γ	132	5%		1	15	Γ	138		81.98%	111	91	96.30%	27	26	Ferguson
Class Sizes: 1-10 Clas	Γ	208	4%		w	34	Г	174		100.00%	127	127	100.00%	47	47	Spears
Number Percentage Used Number Perce		997	7%		4	44	Γ	1014		92.00%	300	276	94.82%	714	677	A&S
Class Sizes: 1-10 Clas	perce			percentage	ımber			umber		percentage					used nur	
Class Sizes: 1-10 Clas		=	Overa		_	Graduate Subtota		otal	Undergrad Subto			000-4000	w		1000-2000	College
Class Sizes: 1-10 Coverall Coverall </td <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>J</td> <td>Class Size: 11-30</td> <td></td> <td></td> <td></td> <td></td> <td></td>										J	Class Size: 11-30					
Class Sizes: 1-10 Clas																
Class Sizes: 1-10		1335	%3		1443	516	`	1272		56.82%	850	483	79.62%	422	336	TOTAL
Class Sizes: 1-10 Clas	II.	33	276			30	0.00%			0.00.0			0.00%			. 09
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Class Sizes: 1-10					-	uate Subto	L	otal	ergrad Subt			4000			-2000	College
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