

## INSTRUCTION COUNCIL

### MINUTES

Thursday, April 7, 2022

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

9:00 a.m. – 10:30 a.m.

In attendance: Laurie Beets, Larry Burns, Aaron Christensen, Cynda Clary, Andrew Doust, Richard Frohock, Jami Fullerton, Jeff Hartman, Susan Johnson, Diane Jones, James Knecht, Marlys Mason, Chris Ormsbee, Rita Peaster, Kyndal Roark, Adrienne Sanogo, Randy Seitsinger, Richard Shepard, Candace Thrasher, Missy Wikle and Chris Francisco, Chair.

#### 1. **Recognizing BIOL 1113 & 1111 on degree requirements prior to Fall 2022 – Rita Peaster**

When courses change number or subject code but remain equivalent, the Registrar's Office takes steps to ensure that the former degree plans that reference the former requirements will recognize the changed course numbers. With BIOL 1114 being split into 2 courses and the fact that Banner cannot technically recognize one to many course equivalency, which creates a gray area for us. Unless there are concerns from the Council, we plan to update degree audit scribe for older degree plans to ensure recognition for BIOL 1113 and 1111. Instruction Council (IC) members indicated their agreement with the plan going forward.

C. Clary inquired about having a similar process applied to ANSC 1124 "*Intro to Animal Science*" separating lecture and lab. R. Peaster responded that her team would be glad to assist in this process.

#### 2. **New class scheduling software – Rita Peaster**

Many IC members participated in the class schedule working group that was charged with developing an RFP for the scheduling software. Last week we signed the contract with Coursedog for their Class & Event Scheduling Suite. We plan to kick off the implementation project in May. IC will be kept informed of all developments pertaining to Coursedog. Investigating our procedures, especially with our deviation forms, would be very beneficial in light of the switch to Coursedog. C. Francisco added that this new class scheduling software should be very helpful, allowing us to be much more efficient. IC expressed their appreciation to R. Peaster for her facilitation of the new software purchase / process.

#### 3. **POSTPONED to May ~~Accurate reporting of course participation for federal aid purposes~~ – Chad Blew**

#### 4. **Curriculum**

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

Course Reactivation:

VMED 7631 – History of Veterinary Medicine

##### 2) **Course Actions Summaries:**

Course Action Requests:

(Voting Items)

**Center for Health Sciences:**

PRESENT	PROPOSED	PRESENT	PROPOSED	PRESENT	PROPOSED	ACTION SUMMARY
PREFIX/NUMBER		TITLE		DESCRIPTION		ACTION
<u>MODIFIED COURSE</u>						
PA 5010		Special Topics		This course is used to ensure students enrolled in the PA program have comprehensive retention from successfully completed coursework.		Increase maximum number of term/cumulative credit hours from 5/5 to 9/30. Course was previously approved for fall 2022 as 5/5, so this request adds more learning opportunities with 9/30.  <b>Effective Date:</b> <b>Fall 2022</b>

*Motion was made by A. Sanogo and seconded by M. Mason to accept the above-mentioned Center for Health Sciences modified course action PA 5010, and IC members approved.*

**Engineering, Architecture and Technology:**

PRESENT	PROPOSED	PRESENT	PROPOSED	PRESENT	PROPOSED	ACTION SUMMARY
PREFIX/NUMBER		TITLE				ACTION
<u>MODIFIED COURSE</u>						
ENSC 2411		Electrical Science Lab		<b>Prerequisite</b>  Concurrent enrollment in ENSC or permission of instructor.	<b>Prerequisite</b>  <b>ENSC 2613 or concurrent enrollment in ENSC 2613 or permission of instructor.</b>	Prerequisite listed wrong on the course action and students were unable to enroll in the class needed.  <b>Effective Date:</b> <b>Fall 2022</b>

***Motion was made by C. Clary and seconded by A. Doust to accept the above-mentioned College of Engineering, Architecture and Technology modified course action ENSC 2411, and IC members approved.***

**3) Program Modifications:**

**College of Arts and Sciences**

**Bachelor of Music in Music (153)**

**Option addition**

- Add option in Jazz Performance
- The proposed option is requested for students interested in jazz performance and writing and to provide students with skills that will more easily transfer to commercial music styles.

***Motion was made by A. Sanogo and seconded by M. Mason to accept the above-mentioned College of Arts and Sciences, Bachelor of Music in Music, Jazz Performance option addition, and IC members approved.***

**Spears School of Business**

**Minor in Hospitality Business Administration**

New Minor

Discussion: This minor is not being restricted to Business majors only.

***Motion was made by A. Sanogo and seconded by C. Clary to accept the above-mentioned Spears School of Business, New Minor in Hospitality Business Administration, and IC members approved.***

**5. Other**

- Due to the current state of the pandemic, the decision was made to move the bi-weekly Instruction Council meetings to in-person with a Zoom option starting April 21. The in-person meetings will be held in 126 ITLE. In keeping with the CDC recommendations, the university has changed its stance on masks at this point. Masks are no longer expected, however individuals may continue to wear masks according to their vulnerabilities.
- C. Ormsbee announced that New Faculty Orientation has been scheduled for two full days - August 15 and 16, at Wes Watkins Center. Schedules will be distributed as soon as speakers are finalized.
- C. Ormsbee informed IC members that 2022-2023 Early Career Program will begin the Friday after Labor Day. Plans include offering this program in person. Speakers are being finalized.
- C. Ormsbee notified the group that the last Leadership Presentation of 21-22 will be held Tuesday, April 12, 2022. *Inclusive Teaching* will be presented by Gina Morris and Kristi Dickey. All who wish to attend should register to receive the Zoom link, and there will be an in-person option as well this time. This presentation will be recorded and distributed to individuals who submit a request.
- J. Knecht reminded everyone that the STAR System - GradesFirst will no longer be available after April 30, 2022. If there are reports needed, please request prior to the end of April.

Meeting was adjourned at 9:19am

Minutes were recorded by K. Roark