

INSTRUCTION COUNCIL

MINUTES

Thursday, January 18, 2024

126 ITLE or Zoom

<https://okstate-edu.zoom.us/j/96284911705?pwd=bkITQk5Kc08ydC9GVXJnU2FLaTg0Zz09>

PASSCODE: 596082

9:00 a.m. – 10:30 a.m.

In attendance: Chad Blew, Larry Burns, Kyndal Campbell, Cynda Clary, Andrew Doust, Richard Frohock, Jami Fullerton, Jeff Hartman, Sunderesh Heragu, Diane Jones, James Knecht, Marlys Mason, Chris Ormsbee, Rita Peaster, Jerry Ritchey, Adrienne Sanogo, Rebecca Sheehan, Candace Thrasher and Chris Francisco, Chair.

1. Update on 2024-2025 FAFSA Release – Chad Blew

The 2024-2025 FAFSA launched on December 30. The site was opened for a soft launch for approximately 30 minutes, and this process was repeated again on December 31. Currently, the site will only be available from 8am to 8pm. OSU has communicated with prospective and continuing students via email and submitted information via social media regarding the current FAFSA information. Normally after students complete the FAFSA, the Office of Scholarships and Financial Aid (OSFA) would be able to access the information. Federal government has now changed that process and will be delaying our ability to see our student information until mid January, 2024. Students can still submit questions to OSFA, however there will be no access to their information at this time. Currently, the estimated date for FAFSA notification is March. From initial reports, the FAFSA application appears to be easier for families to navigate once they successfully log in.

2. IRA Information – Larry Burns

- Enrollment Projections by College - In the summer we stated that we would be providing new enrollment by college this year starting in March. Because of the following reasons, we do not think this year is the best year to start providing those numbers:
 - i. Common Application - The common application has significantly increased the number of apps and admits. Given this increase, accurately predicting new enrollment overall will be difficult enough.
 - ii. New Student Advising - While advising will not change the number of students overall, there is some evidence that advising could change the number of students at the program, department and college levels. This coupled with changes in Pre-CEAT and other program additions like Nursing, we are not confident past performance will help with predictions for this fall.
- We will still start providing enrollment projects for new students overall in March; however, we do not feel comfortable or confident that we would produce good results given the changes and new additions this year. That said, we're happy to do the easy math and give enrollment based on average proportion, but we're not confident those proportions will necessarily hold and our predictions will be all over the place.
- Career Services & IRA Discussion on Alumni Pathways
 - i. [Alumni Pathways](#) is a product that allows us to track graduated students. This company works with publicly available data to create analytics on our graduates, where they've gone, their income levels, and future career progression. In conjunction with National Student Clearinghouse, we're able to track students that go on to other colleges as well. We would like to have them do a presentation on campus, we need to know who from your college you would like to attend. The link provides a good overview of the product and the data it has available. Presentation for IC to determine if we would like to go forward. Pricing is good – approximately \$40K per year. This particular product

follows our graduates for ten years after graduation. IC members indicated they would like to meet with Alumni Pathways. Additional information is needed for the international student sector.

- Retention – definition is changing – full time first time freshmen terminology is changing to first time freshmen only – FTIC (first time in college). This particular change affects how retention is discussed. There is no longer a distinction between cohort and class, just class. Further discussions are needed for additional information. R. Peaster asked about OSU’s retention rates and L. Burns answered that these changes have lowered our retention rate by 2 percent. In regard to the strategic plan, the most significant impact will be graduation rates. The Higher Learning Commission (HLC) is considering moving from 6-year graduation rates for transfer students to 8-year graduation rates for transfer students. Grad students will now be tracked from the time they start their education, not just from the time they start at OSU. This will make things more complicated but less likely to hide certain facts.

3. Curriculum

1) Information Items Only:

2) Course Action Summaries:

Via email vote on January 10, 2024, motion was made and seconded to accept the previously tabled FFP 5663 and all Hargis Leadership Institute course actions, and Instruction Council members approved.

Motion was made by A. Doust and seconded by A. Sanogo to accept the previously tabled Global Studies 5443 course action, and Instruction Council members approved.

**OKLAHOMA STATE UNIVERSITY
CURRICULAR REQUESTS FROM THE COLLEGE OF PROFESSIONAL STUDIES, OSU-TULSA
Date: 1/10/2024**

PROPOSED	PROPOSED	PROPOSED	ACTION SUMMARY
<u>NEW COURSES</u>		<u>New Course Descriptions:</u>	
CPS 4213	Data Driven Decision Making	This course presents an exploration of the principles and practices of data-driven decision-making within various organizational contexts. Students engage in a study of data collection, analysis, interpretation, and application, enabling them to understand informed and strategic decisions based on quantitative insights.	New undergraduate course.
ENTM 3043	Entertainment in the Media	This course will introduce students to the roles of entertainment media in society, to the study of entertainment media as an academic discipline and to careers in the entertainment industry. Mutually exclusive course: SC 3043.	New undergraduate course. No objection from SMSC.
ENTM 3063	Digital Communication	This course introduces students to digital communications with a series of hands-on projects that incorporate multimedia tools. Students will develop basic skills in blogging, photography, videography, podcasting and web page development. Discussion will focus on effective techniques for storytelling in a changing media landscape, and	New undergraduate course. No objection from SMSC.

		exploring new approaches to traditional methods of communication. Mutually exclusive course: MC 2023.	
ENTM 3113	Graphic Design	This course allows students to develop fundamental visual and graphic design theory and skills to prepare for careers in Entertainment Media and related fields. Course topics include visual design foundations, user interface foundations, and design thinking methods. Mutually exclusive course: SC 3753.	New undergraduate course. No objection from SMSC.
ENTM 3443	Social Media	The practice and application of social media such as Facebook, YouTube, Twitter, Instagram and other social networking platforms to communications practice. Mutually exclusive course: SC 3443.	New undergraduate course. No objection from SMSC.
ENTM 4123	Entertainment Media Law	The goal of this course is to introduce students to the legal rights of, and restraints on, entertainment media. Students should gain a better understanding of how to protect themselves and your future employers from libel and privacy suits; how to fight for their right to gain access to documentation; and how the First Amendment impacts their daily life. Mutually exclusive course: MC 4163.	New undergraduate course. No objection from SMSC.
ENTM 4223	Ethics and Social Responsibility	This course addresses the role of entertainment media as socially responsible institutions and the responsibilities of individuals operating within those systems. We will learn the tools of moral reasoning and good judgment that professionals in entertainment media need to confront the moral challenges that inevitably will arise as they pursue their role in society. Mutually exclusive course: MC 4143.	New undergraduate course. No objection from SMSC.
ENTM 4443	Entertainment Media Writing	This course provides a theoretical understanding of persuasive communication as well as hands on experience creating, writing, editing, and producing materials for the entertainment media industry. Mutually exclusive course: SC 4443.	New undergraduate course. No objection from SMSC.
ENTM 4573	Documentary Production	Student-written and produced mini-documentaries; analysis of selected programs. Mutually exclusive course: MMJ 4573.	New undergraduate course. No objection from SMSC.
ENTM 4743	Entertainment Media Capstone	Students complete a theoretical or applied project during the semester focusing on theoretical/methodological concerns in media and entertainment and their implications for our understanding of media in society. The course culminates in a paper/project that integrates, critiques, extends and applies knowledge gained from prior entertainment courses. Mutually exclusive course: SC 4743.	New undergraduate course. No objection from SMSC.

Due to possible confusion regarding duplication of course names (Graphic Design, Social Media and Ethics and Social Responsibility), all OSU-Tulsa course actions are being tabled for further discussion. C. Francisco explained that these course actions are distributed to the IC members well in advance of the meeting in an effort to address any concerns pertaining to these course actions prior to the IC meeting.

Program Modifications:

Ferguson College of Agriculture

Entomology: Pre-Veterinary and Pre-Medical, BSAG (088)

Course requirement change

- Decrease required hours for ENTO 4800 from 3 to 1
- Add ENTO 2001 and ENTO 3001
- Reason for requested action: Adding additional courses to prepare students for their research experience or capstone requirement.
- Total credit hours will not change

Motion was made by A. Sanogo and seconded by A. Doust to accept the above-mentioned Ferguson College of Agriculture, Entomology: Pre-Veterinary and Pre-Medical program modification, and Instruction Council members approved.

College of Arts and Sciences

Chemistry: Pre-Health/Pre-Law, BS (044)

Option name change

- Change option name from Pre-Health/Pre-Law to Pre-Health
- Reason for requested action: Decline in student interest in Pre-Law.

Course requirement change

- Add BIOL 1114 as alternate to BIOL 1113 and BIOL 1111
- Remove Pre-Law course options under "Select 12 upper-division related hours"
- Reason for requested action: To clean up language from degree sheet due to option name change.
- Total credit hours will not change

Geographic Information Systems, Undergraduate Certificate (406)

Course requirement change

- Change electives to "Select 1 course from each category"
- Reason for requested action: To provide students with additional coursework in GIS practice and enhancement.
- Total credit hours will increase from 15 to 16 hours.

Physics, BS (161)

Course requirement change

- Add PHIL 3933
- Change "Select 6 hours upper-division hours" to "Select 6 upper-division hours from: BIOL, CS, ENSC, GEOL, MAE, MATH, MEEN, PHIL"
- Reason for requested action: To address common course substitutions and clarify which courses are typically taken.
- Total credit hours will not change

Motion was made by C. Clary and seconded by S. Heragu to accept the above-mentioned College of Arts and Sciences program modifications, and Instruction Council members approved.

College of Education and Human Sciences

College Teaching, Graduate Certificate (513)

Online delivery of existing program

Post-Baccalaureate in Dietetics, Undergraduate Certificate

New program request

Reason for requested action: To provide an accelerated and efficient pathway for individuals interested in a career transition to become a registered dietitian nutritionist.

Total credit hours: 36

Motion was made by A. Doust and seconded by C. Freeman to accept the above-mentioned College of Education and Human Sciences program modifications, and Instruction Council members approved.

College of Engineering, Architecture and Technology

Chemical Engineering: Biomedical/Biochemical, BSCH (041)

Chemical Engineering: Pre-Medical, BSCH (041)

Course requirement change

- Add CHEM 1314
- Remove PHYS 2114
- Reason for requested action: To address hidden prerequisite issues.
- Total credit hours will not change.

Motion was made by A. Sanogo and seconded by A. Doust to accept the above-mentioned College of Engineering, Architecture and Technology program modifications, and Instruction Council members approved.

Spears School of Business

Accounting: External Reporting, Control and Auditing, BSBA (444)

Accounting: Internal Reporting, Control and Auditing, BSBA (444)

Course requirement change

- Remove 3 hours MATH or STAT designated (A)
- Add MATH 1483 or higher MATH designated A (except for MATH 1493)
- Reason for requested action to ensure student take the appropriate prerequisite for STAT course.
- Total credit hours will not change

Business Administration: Accounting, MBA (035)

Business Administration: Data Science, MBA (035)

Business Administration: Economics, MBA (035)

Business Administration: Entrepreneurship, MBA (035)

Business Administration: Energy Business, MBA (035)

Business Administration: Finance Investment Banking, MBA (035)

Business Administration: Global Marketing, MBA (035)

Business Administration: Hospitality and Tourism Management, MBA (035)

Business Administration: Information Assurance, MBA (035)

Business Administration: Marketing Analytics, MBA (035)

Business Administration: Nonprofit Management, MBA (035)

Option Suspension

Reason for requested action: Graduate education is trending away from options and concentrations. The option will be reinstated or deleted within three years.

Business Analytics, Undergraduate Certificate

New program request

Reason for requested action: To provide students with data analytics skills that can be paired with their major to enhance their employment opportunities.

Total credit hours: 16

Tabled at Instruction Council on 12/07/2023

Global Beverage Business, Undergraduate Certificate

New program request

Reason for requested action: To provide students with up-to-date industry trends and skills for working in the beverage industry.

Total credit hours: 16

Hospitality and Tourism Management, BSBA (130)

Course requirement change

- Remove professional electives and replace with electives that may be selected from any upper-or lower-division area except activity courses in LEIS and PE and lower-division AERO and MLSC.
- Reason for requested action: To align the degree requirements with other undergraduate degrees in the college.
- Total credit hours will not change

Marketing: Supply Chain Management, BSBA (120)

Option addition

- Add option in Supply Chain Management
- Reason for requested action: To equip students with a competitive advantage in the job market by providing students with the skills and knowledge needed to pursue careers in logistics, procurement, operations management, and related roles.
- Total credit hours: 120

Supply Chain Management, Undergraduate Certificate

New program request

Reason for requested action: To provide students skill needed for managing and optimizing supply chains.

Total credit hours: 18

Tabled at Instruction Council on 12/07/2023

Tabled at Instruction Council on 1/18/2024

Travel and Tourism Management, Undergraduate Certificate (308)

Course requirement change

- Remove 4183
- Increase electives from 7 to 10 credit hours
- Reason for requested action: To provide additional flexibility for students and align the requirements with workforce trends.
- Total credit hours will not change
- *Tabled at Instruction Council on 10/19/2023*

Motion was made by C. Clary and seconded by A. Sanogo to accept the above-mentioned Spears School of Business program modifications, with the continuation of the tabled Supply Chain Management, Undergraduate Certificate, and Instruction Council members approved.

4. Other

- C. Francisco informed IC that Provost Mendez has requested the creation of a campuswide First Year Seminar by Fall 2024. The working group consists of dean-nominated members: Dani Bellmer, Marlys Mason, Christy Beem, Vicki Rhodey, Lisa Tabish and Heather Yates. S. Baker and C. Francisco have spoken to D. Bellmer, chair of working group, regarding the charge and guardrails for the working group. The working group will receive their charge from the Provost's Office and then develop their plan from that point. This group will need to work relatively quickly. S. Baker, N. Holmes and L. Burns will work on the logistical side of things and will be reaching out to IC members as they process the logistical needs as they build as much as possible on the existing infrastructure. The working group is focused on content/curriculum of the course rather than logistics. The new First Year Seminar design is expected to be completed by April, 2024. In future semesters, it would not be surprising to revisions to the First Year Seminar course as we get a better sense of what's effective.
- Academic Program Reviews (APR) – concerns have been expressed by a couple department heads about timeline. The intent was to create a process where the reviewers were able to secure the PEPs with enough time to review them and provide feedback by the end of the academic year. This would give University Assessment and Testing (UAT) enough time to organize the information to verify all State Regents' needs are met. C. Francisco will need one week to review all of them before going to the A&M Regents, sometime in August. Members indicated that they haven't seen issues with the timeline so far.
- A. Doust announcement –College of Arts and Sciences will be hosting a three-day Best Practices in Teaching and Learning Workshops workshop by Sandra McGuire, - offerings workshops to students, faculty and grad students. February 12-14, 2024. Most significant to IC members is the "Teach STEM Students How to Learn: Metacognition is the Key!" (Tuesday, February 13, 1:30 to 4:30 in Wes Watkins 308.) https://cas.okstate.edu/outreach/events/sandra_mcguire/

Meeting adjourned at 10:03am

Minutes recorded by K. Campbell