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INSTRUCTION COUNCIL


MINUTES


Thursday, November 19, 2020
ZOOM Conference Call
9:00 a.m. – 10:30 a.m.
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In attendance: Laurie Beets, Bruce Benjamin, Chad Blew, Aaron Christensen, Cynda Clary, Brenda Dawes, Richard Frohock, Jami Fullerton, Margi Gilmour, Jeff Hartman, Susan Johnson, Diane Jones, James Knecht, Marlys Mason, Marilyn Middlebrook, Chris Ormsbee, Rita Peaster, Libby Reigh, Kyndal Roark, Adrienne Sanogo, Randy Seitsinger, Candace Thrasher, Jean Van Delinder, Tom Wikle and Jeanette Mendez, Chair.

1. **Student Concerns – Marilyn Middlebrook**
    M. Middlebrook discussed some concerns that athletes are experiencing, which would be indicative of the whole student body.
    - Since moving to a virtual learning technique, required course book availability has become a concern. There is a lack of communication between the faculty and the providers of the books (hardback and electronic). Availability of hardback books is minimal. Codes for the electronic books often do not work. Instructors will place a requirement on a syllabus and leave it up to the student to solve the issue.
    - Communication between student and faculty and or advisor is inadequate and ineffective. Students are reaching out, but many faculty members are not responding. In many cases, office hours are non-existent.
    - Syllabus – when using an old syllabus there are many errors and details are being overlooked by the faculty
    - Proctored exams:
        o Examity proctored testing procedures requires that the student is in a quiet environment in order to take a proctored test. Sometimes these students do not have access to a quiet area. They do not know where to go for free wifi. Faculty / instructors need to be cognizant of the fact that students can be terminated from an exam if the live Examity proctor perceives activity in the room as a violation of the exam process
        o Auto proctoring will allow for the student to complete the entire test, however there will be flags for the instructor to observe and clear. ITLE will send communication to faculty to remind them that auto proctoring is preferred
        o Qualified students are not able to take advantage of the accommodations allowed by Student Accessibility Services
    - Finals – many students do not have wifi. C. Ormsbee informed IC members of options for free or reduced internet: *Free and Low-Cost Internet*

        EveryoneOn https://www.everyoneon.org/about-us
        Connect2Compete (C2C) is EveryoneOn's flagship program for K-12 students and provides affordable internet service to qualifying families. C2C is offered in partnership with leading cable companies including Cox Communications and Mediacom.

        Access from AT&T https://www.att.com/shop/internet/access/
        New participants who qualify will receive two free months of service. Those who participate in the Supplemental Nutrition Assistance Program (SNAP), National School Lunch (NSLP) or Head Start programs or who receive Supplemental Security Income (SSI) benefits are eligible.

        *Charter Communications, Inc. is providing free Spectrum Internet – with speeds up to 200 Mbps in most markets – and WiFi access for 60 days to households with K-12th graders, college students and/or educators. To enroll, new customers can call **844-310-1198** and a free self-installation kit will be provided.*

2. **International Admissions Requirement – Jeff Hartman and Libby Reigh**

   An update on English proficiency as it relates to international admission was provided to IC members. There have been recent inquiries and requests for overview and clarifications for English proficiency requirements for first time freshmen international students. The Oklahoma State Regents for Higher Education Guidance provides English Proficiency Standards as follows:

   - Minimum TOEFL Score – 61, minimum IELTS Score – 5.5, minimum Duolingo - 85
   - Conditional admission – minimum TOEFL 48, IELTS 5.0 and Duolingo 75 with the successful completion of a 12 week English Language Institute Course (these students are not eligible to enroll until they are fully admitted)
   - Concern with a pocket of International students that are not English ready or performing at the levels that are adequate for university learning.
   - Inquiry will be submitted to Institutional Research Analysis (IRS) regarding the success of the students being admitted through the conditional avenue.
   - State Regents have allowed OSU Admissions an exception to utilize Duolingo as another avenue of admitting International students during this COVID season. This exception is being allowed from Fall 2020 thru Fall 2021. The admissions criteria for International students will be waived if they attended a domestically based English-speaking high school (3 or more years) or an International English-speaking high school (all 4 years).
   - We are in compliance with Regents policy.

3. **Curriculum:**

   - **Information Items Only**

   CIP Code Change
   - Master of Business Analytics and Data Science (505) from 30.7102 to 52.1302
   - Graduate Certificate in Business Data Mining (464) from 51.1401 to 52.1302

   - **Program Modifications**

College of Education and Human Sciences

Bachelor of Science in Applied Exercise Science (514)
Option Addition
- Add Sport and Coaching Science option
- The option addition is requested due to the recent program deletion of the Sport and Coaching Science degree.
- No funds are requested from the State Regents

Course requirement change
- Strength and Conditioning option
  - Reduce College/Departmental Requirements from 25 to 20 credit hours
  - Remove EDUC 1111, BCOM 3113, MGMT 3013, MKTG 3213, and MSIS 2103 or EDTC 4113
  - Add EDHS 1112
  - Move HHP 1703, HHP 2553 and HHP 2654 from Major Requirements to College/Departmental Requirements
  - Reduce Major Requirements from 46 to 42 credit hours
  - Remove MGMT 3943
  - Add HHP 3133, HHP 3553, and NSCI 4133
  - Increase Electives from 9 to 18 credit hours
- Pre-Professional option

- o Increase College/Departmental Requirements from 4 to 5 credit hours
- o Remove EDUC 1111
- o Add EDHS 1112
- o Decrease Electives from 8 to 7 credit hours
- The proposed changes are requested to align the freshman seminar course with other degrees in the college and to meet new accreditation standards for strength and conditioning coaches.
- One new course will be added and one course will be deleted.
- Total credit hours will not change.

Bachelor of Science in Public Health (116)
Course requirement change
- For Exercise and Health option
  - o Increase College/Departmental Requirement from 15 to 16 credit hours
  - o Remove EDUC 1111
  - o Add EDHS 1112
  - o Decrease Electives from 15 to 14 credit hours
- For Community Health option
  - o Increase College/Departmental Requirement from 15 to 16 credit hours
  - o Remove EDUC 1111
  - o Add EDHS 1112
  - o Decrease Electives from 17 to 16 credit hours
- The proposed changes are requested to align the freshman seminar course with other degrees in the college.
- One new course will be added and one course will be deleted.
- Total credit hours will not change.

Bachelor of Science in Recreation Management and Recreational Therapy (180)
Course requirement change
- For Recreation Management option
  - o Increase College/Departmental Requirement from 20 to 21 credit hours
  - o Remove EDUC 1111
  - o Add EDHS 1112
  - o Decrease Electives from 14 to 13 credit hours
- For Recreational Therapy option
  - o Increase College/Departmental Requirement from 23 to 24 credit hours
  - o Remove EDUC 1111
  - o Add EDHS 1112
  - o Decrease Electives from 3 to 2 credit hours
- The proposed changes are requested to align the freshman seminar course with other degrees in the college.
- One new course will be added and one course will be deleted.
- Total credit hours will not change.

Motion was made by C. Clary and seconded by T. Wikle to accept the above-mentioned College of Education and Human Sciences program modifications, and approved.

College of Engineering, Architecture and Technology

Bachelor of Science in Engineering Technology in Electrical Engineering Technology (077)
Course requirement change
- For Electrical Engineering Technology (main degree)
  - o Remove MATH 2123 and MATH 2133 as alternates to MATH 2144 and MATH 2153
  - o Require MATH 2144 and MATH 2153 or other approved Calculus II course
  - o Remove PHYS 1114 as alternate to PHYS 2014

- o Require PHYS 2014
- o Remove 3 hours any course (A, N, S, H)
- o Decrease General Education Requirements from 44 to 42 credit hours
- o Add EET 3303
- o Increase Major Requirements from 58 to 61 credit hours
- For Computer option
  - o Remove MATH 2123 and MATH 2133 as alternates to MATH 2144 and MATH 2153
  - o Require MATH 2144 and MATH 2153 or other approved Calculus II course
  - o Remove PHYS 1114 as alternate to PHYS 2014
  - o Require PHYS 2014
  - o Remove 3 hours any course (A, N, S, H)
  - o Decrease General Education Requirements from 44 to 42 credit hours
  - o Add EET 3303
  - o Increase Major Requirements from 56 to 59 credit hours
- The proposed changes are requested to improve the rigor of the program and provide an advanced technology course for students.
- One new course will be added and no courses will be deleted.
- Total credit hours will change. Electrical Engineering Technology will increase from 124 to 125 credit hours. Electrical Engineering Technology with an option in Computer will increase from 125 to 126 credit hours.

Motion was made by A. Sanogo and seconded by M. Mason to accept the above-mentioned College of Engineering, Architecture and Technology program modification, and approved.

4. **Other**
   - R. Peaster had previously provided Provost's office with a credit hour breakdown report for freshmen and non-freshmen students for face to face courses vs. blended hybrid courses vs. online courses. The data was captured before freshmen enrollment so data may be inaccurate. Currently the data from the report appears that there are more online courses than face to face. Freshmen data will change the data to reflect more face to face courses. J. Mendez wanted to preemptively verify all information with all academic colleges.
     - o SSB – always had an online option and there will be no increase in capacities of those sections. Some courses will have two sections of online with one capped small reserved for true distance learners
     - o Ferguson – last semester 77% FCOA courses had at least a partial in-person component; this spring 83% FCOA courses will have at least a partial in-person component
     - o CEAT – in class courses unless faculty felt that the quality of the course was better delivered online
     - o CEHS – two different sections for classes that were high flexed. The face to face sections will be capped. Students will need to commit to either face to face or online
     - o CAS – vetting process that was different from fall and a more streamlined process this semester. Premium for offering face to face freshmen classes. The number of sections – face to face vs. online – are similar. A significant number of classes are being offered face to face
     - o Honors – strong emphasis on faculty providing face to face courses whenever possible
   - Shout out to R. Peaster for an outstanding job working with all of the individual academic colleges and to the associate deans who have worked so closely together to schedule face to face classes
   - C. Clary needed clarification regarding Course Action summary regarding the changes in the BIOL 1114 going to BIOL 1113 and 1 credit lab. The decision to de-couple the lab from the lecture is to provide flexibility for students. For further rationale, T. Wikle will contact the department head and report during the December IC meeting.

Meeting adjourned: 9:50am

Minutes were recorded by K. Roark