

## MINUTES

INSTRUCTION COUNCIL  
Friday, October 10, 2003  
9:00 a.m. – 10:30 a.m.  
101 Whitehurst Conference Room

Present: E. Miller, T. Wikle, Z. Quible, J. Romans, D. Thompson, S. Ownbey, C. Satterfield, C. Clarke, S. Nivens, B. Ivy, G. Gates

### 1. Special Fees

Manuscript workshopping, writing center and flight simulator fees will not be approved. Dr. Strathe does not feel that these fees are an appropriate investment at this point.

IC approved all fees with the exception of the Living Group Fee. The council had concerns regarding the proposed use of the fee. There was some concern regarding assessing the fee to graduate students. IC asked if the student government associations had reviewed the fee request. (note: the fee was approved by SGA).

Dr. Gates mentioned that administration was entertaining the idea of possibly making consumable materials fees a flat fee or including such fees within the cost of tuition. The proposal would eliminate most individual course fees. Dr. Strathe feels this practice should be easier for students and parents to understand.

A committee has been formed to generate ideas for tuition and fees. One suggestion was to eliminate different tuition for lower and upper division courses. Another idea was to provide a full ride to a certain number of students at <150% of poverty level.

Individual colleges/units would receive a budget every semester based on the currently approved fees and would distribute to their individual areas.

### 2. Summer Schedules

The Deans have proposed increasing student credit hours generated in the summer by 16%. The need for increased marketing and the possibility of eliminating or decreasing out-of-state tuition costs were discussed. Bill Ivy will provide data on enrollment of students with out-of-state tuition waivers.

### 3. Review of Degree Programs requiring <120 Credit Hours

Dr. Strathe is asking departments to justify the number of credits required for undergraduate degrees. The goal of the review is for faculty to determine if they should change the curriculum to facilitate graduation in 4 years.

4. **Transcript Analysis of 1997 – 1998 OSU Graduates**  
This study was conducted 2 years ago but had not been widely reported. Data indicates that first-time freshman take 8-9% more hours than required and transfer students take 15% more hours than the minimum required for the degree. This analysis will be completed for 2002 graduates.
  
5. **Supplemental Courses (500) Sections**  
Dr. Gates is writing another letter to the Deans advising them that Dr. Strathe has approved the proposal to allocate 65% of the tuition raised by on-campus supplemental courses for Fall 2003 and Spring 2004 with the stipulation that student credit hours this year should be equal to or exceed the student credit hours generated last year. The amount of tuition that will be distributed to the college will be adjusted by the proportion of student credit hours generated this year compared to last year.
  
6. **Other Business**  
Transfer admission requirements: Should the required GPA for transfer students be increased to 2.25? Dr. Heintze proposed that students with fewer than 23 hours must meet freshman admission requirements and have 2.25 GPA before transferring to OSU. Students with more than 24 hours completed would be required to have 2.0 GPA. The State Regents policy can be exceeded as long as we have their approval. Should the transfer admission requirements increase to 2.25 or accept students with 2.0-2.25 GPA on transfer probation?

Please take a look at the handout regarding Guidelines for Courses Exchanged Between the Stillwater and Tulsa Locations of OSU. This will be a topic of discussion in our Oct. 17, 2003 meeting.

Agriculture – The College is looking at program priorities and has proposed reorganization of some departments.

Adjourn: 10:50 a.m.