

MINUTES

INSTRUCTION COUNCIL
Friday, January 16, 2004
9:00 a.m. – 10:30 a.m.
101 Whitehurst Conference Room

Present: E. Miller, T. Wikle, J. Nord, W. Lanning, D. Thompson, S. Ownbey, A. Carlozzi, D. John, S. Nivens, B. Ivy, G. Gates, S. Snider, B. Elliott, and P. Lumpkin

1. Sheri Snider and Bill Elliott, Information Technology
Faculty Development

Sheri asked Instruction Council for feedback regarding services provided by Information Technology. How can Information Technology assist your faculty? Larry Michelson will be presenting a workshop on group work/team based learning. Bill Elliott is developing a survey to post on the faculty list serve regarding IT services including support for Blackboard, Web CT, video streaming, and Microsoft Office (Powerpoint, etc.) IT has the capabilities to record lectures on CDs, DVDs and MP3s, giving students the opportunity to review lectures as often as they like and giving off campus students more flexibility. Services can be customized to each faculty member's wishes and needs. IC mentioned that there is a need for training on how to teach on-line and how to work with participants in teams on-line.

IT Faculty Support Services is located in 401 Classroom Building. IT volunteered to have informational discussions with the individual colleges or departments in the form of brown bag sessions, workshops, and possible half day seminars. IC said that they would like to communicate this information to the department heads and give Sheri and Bill their feedback.

Dr. Strathe is interested in seeing more on-line general education course development and is looking at possibly providing some salary incentive to motivate faculty and give them the opportunity to move in this direction.

2. Proposed General Education Writing Requirement

The General Education Advisory Council proposes adding a strong writing component to S & I designations. Before, the only courses requiring writing components were humanities. Dr. Gates mentioned that the NSSE results indicated that our students needed more writing. The General Education Advisory Council made a distinction between upper/lower division course writing requirements; lower level courses would be required to include 5 written pages and upper level 10 written pages. There was some concern that faculty with large enrollments in lower division courses would have difficulty in grading the large number of papers without additional assistance. The General Education Advisory Committee agreed that if faculty do not want to add more writing they can drop the general education designation. The General Education Assessment Council proposes providing training on use of the writing rubric for faculty and TAs. Dr. Gates is to present the general education revisions to Council of Deans. Tom Wikle commented that this proposal was a good idea but it would require additional resources for the writing center. Dr. Gates needs to know what

type of resources are needed in order to implement the general education writing requirements. She will need IC's response by February 4, 2004, for the next General Education Advisory Council meeting.

3. **Draft Policy on Appeal of Academic Suspension**
OSU does not have an official policy regarding appeal of academic suspension. Dr. Gates is working on a draft policy for Appeal of Academic Suspension, if you have any comments, please let Dr. Gates know. IC mentioned that it would be beneficial to require the student to visit with the Director of Student Services or Associate Dean of his/her college during the appeals process.
4. **2 + 2 Program Reviews**
Dr. Gates asked council to review their 2 + 2 Programs with TCC for current degree requirements and send any corrections back to Academic Affairs by the end of the semester. Academic Affairs will post changes on the website. Diane sent out an email on 1/20/04 giving the website addresses to view.
5. **University Studies – Multidisciplinary Studies**
The Faculty Council Academic Standards and Policies Committee proposed allowing a student to select 2 concentrations with 27 hours each or 3 concentrations with 18 hours each. Dr. Wikle indicated that the degree sheet should specify that courses cannot be used to fulfill 2 requirements.
6. **Other Business**
State Regents staff are examining policies related to correspondence courses; for example, correspondence courses do not count as resident credit but distance education courses do count.

Members of the council noted that they have been asked to develop plans for Summer incentive to increase student credit hours, and wanted to know if this plan included distance education courses. (Yes) Some IC members indicated the need to try to distinguish between independent correspondence study courses, on-line campus courses and courses taught by distance education in regards to fees, tuition, student credit hours, faculty incentives, etc.

Dr. Ivy mentioned that he would like to propose changing the academic record system to reflect more complete accurate data, therefore he asked if, transcripts for undergraduate students with transfer work from international institutions should show courses that the student did not pass (NP) and remedial courses. Members of Instruction Council endorsed this proposal. Dr. Gates mentioned that it would be beneficial to have graduate students' transfer work posted on SIS. Dr. Carlozzi indicated that the Graduate College is working on system making the Plan of Study accessible electronically.

Dr. Carlozzi mentioned that the Noble Foundation is interested in funding scholarships for graduate students. Please contact the Graduate College for more details. The Research Symposium will be held March 3, 4, & 5, 2004, abstracts are due by January 30, 2004. Please encourage your faculty, graduate and undergraduate students to participate.

Diane and Gail will be working on the Instruction Council schedule for the semester and will let everyone know specifically which meeting dates will be canceled.

Adjourn: 10:30

ICminutes 1-16-04
1/27/04