

MINUTES

INSTRUCTION COUNCIL
Friday, January 30, 2004
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, A. Carlozzi, C. Clarke, S. Nivens, B. Ivy, G. Gates

1. General Education Assessment Report – Jeff Hattey
Jeff Hattey gave a summary of the 2003 General Education Assessment Report. The General Education Assessment Committee uses the following guidelines to assess the effectiveness of Oklahoma State University's general education program:
 - The process must not be aimed at individual faculty members, and departments
 - The process should be led by faculty members, and faculty participation should be voluntary
 - The process should use student work already produced in courses, and
 - The process should assess all undergraduates, including transfer students, because general education outcomes describe qualities expected for all OSU graduates.

The committee developed a written communications rubric that is being used throughout the University as an effective assessment tool. Several years of data show that writing by seniors is better than by freshman. The committee also developed rubrics for Math and Sciences. Artifacts from 2002-2003 were studied and the committee found that artifacts from some courses could not be evaluated using the rubrics so artifacts from lower division math and science courses were used.

The Assessment Committee wanted to note that they do not believe that Math 1493 fits the criteria and goals for an "A" course.

Next summer the General Education Assessment Committee will begin development of a rubric to assess critical thinking and problem solving. Jeff concluded by saying that many 2 year institutions have developed and are utilizing writing rubrics but few institutions implement math and science rubrics. Jeff noted that once the committee develops the analytical thought rubric OSU would truly be at the frontline of assessment.

Members of the General Education Advisory Council discussed if all students who complete general education were expected to demonstrate basic competencies (such as math skills learned in college algebra), or if all students should continue improving their skills throughout their undergraduate education (e.g. writing skills of seniors should be better than freshman), or should we expect basic competencies for some general education goals and continued improvement for other goals.

2. **Update on Advising Workshop Meeting**
The newly formed Advising Workshop Committee is working on preparing workshops for professional and faculty advisers. Late February/early March the committee plans to bring in a speaker focusing on intrusive advising/advising students with academic difficulty. Sometime in May a workshop will focus on working with parents and new freshman. Keely James will have a session on electronic resources such as SIS shortcuts. Dr. Strathe mentioned that she would like to have separate sessions geared for new and current advisers.
3. **Academic Integrity Committee**
Dr. Gates said that one of the core values for the University is integrity. An Academic Integrity Committee comprised of faculty from each college has started meeting. The committee has formed two task forces to write a statement about the importance of academic integrity at OSU and evaluate a survey on cheating behaviors and perceptions of students, faculty & teaching assistants.
4. **Draft Items for the College Student Survey**
Dr. Gates asked IC to review proposed items for the College Student Survey on advising and academic integrity. The survey will be sent to seniors who completed the freshman survey. Dr. Gates will be sending out the survey for IC to rank and return. (Sent out on 2/3/04 to Instruction Council)
5. **Proposed Summer Stipend for On-Line Course Development**
Dr. Strathe would like to encourage development of more general education and introductory on-line courses. She is asking for instructors to submit proposal to convert traditional courses to on-line courses. If the proposal is accepted the faculty member will receive a summer stipend for developing the on-line course. Information Technology plans to give faculty members a week-long workshop and provide individual training on the development of the courses. Instruction Council suggested that the training sessions include faculty that already have experience developing an on-line course.

IC mentioned that they had concerns about financial resources and server space to continue the courses. Dr. Gates mentioned that funding for delivery of the course depends on how it is offered. Most IC members felt the courses should be offered as on-campus supplemental (500 section) courses.
6. **D, W, F Rates for Common General Education Courses**
Fall 2003 D, F, W rates for common courses were distributed.
7. **OSRHE Productivity Reports**
The State Regents recently published on-line reports on enrollments and number of graduates by major at OSU and other institutions.
8. **Other Business**
Dr. Carlozzi asked that the minutes from January 16, 2004, be changed regarding the research symposium. "Abstracts are due January 30, 2004, and the symposium will be held March 3,4, and 5, 2004."

Dr. Wikle commented that Bruce Crauder was one of the 4 candidates being interviewed for the Dean of Arts and Sciences.

Dr. Ownbey announced that Dr. Gates has been selected as Distinguished Alumni for the College of Human Sciences at Texas Tech University.

Adjourn: 10:45

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