

**INSTRUCTION COUNCIL  
MINUTES  
SEPTEMBER 17, 2004**

Present: Adrienne Hyle, Gordon Emslie, Cyril Clarke, Shiretta Ownbey, Bruce Crauder, Jerry Montag, Jeretta Nord, David Thompson, Tom Wikle, Bill Ivy, Gail Gates

**AGRICULTURAL SCIENCES AND NATURAL RESOURCES**

Program Modification: Bachelor of Science in Agricultural Sciences and Natural Resources in Plant and Soil Sciences (014), Option Name Change: (1) Agronomy to Ecosystems Management and (2) Rangeland Ecology and Management to Applied Landscape Ecology

IC Approved Request

**OTHER AGENDA ITEMS**

**1. Introduction of Jerry Montag, Registrar and Gordon Emslie, VP Research and Dean of Graduate College**

Jerry Montag is the new Registrar. He was most recently Registrar at Rice University. Gordon Emslie came to OSU from the University of Alabama-Huntsville. Drs. Montag and Emslie will be scheduling meetings with college executive teams to discuss issues to be addressed and plans for the future.

**2. Use of College Equipment in General University Classrooms – Bill Ivy and Tom Wikle**

Drs. Wikle and Ivy pointed out that many general university classrooms have been equipped with expensive multimedia equipment purchased by individual colleges with private funds. They noted that faculty from other colleges teaching in these classrooms have been denied access to the equipment in the classrooms. IC members stated that some faculty will ask for a multimedia classroom even if they will only use the equipment one time throughout the semester. Bill Ivy and Jerry Montag said that they would work with Peggy Fagan and to develop a more specific equipment inventory for each classroom and possibly require faculty to provide a justification for need of multimedia classrooms. Dr. Gates noted that a request has been sent to Dr. Bosserman for additional multimedia equipment for selected classrooms which would be funded with the student technology fees; however a response has not been received.

**3. On-Line Book Lists**

Dr. Gates asked Instruction Council for input regarding on-line text-book lists. Instruction Council was unanimously in favor of on-line book lists and asked that the bookstore add this service to address student demand. Dr. Gates will inquire about the possibilities of adding this service.

**4. Other Items**

**College Plans for Students on Probation – due October 15<sup>th</sup>**

Dr. Gates asked that the colleges provide a proposal for addressing the needs of students who are on probation by October 15, 2004. Colleges were also asked to indicate how advisers will use midterm grades. For example, what type of follow up would be provided?

## Copy of Position Descriptions for Associate Vice Presidents for Academic Affairs

Distributed to Council.

Dr. Gates asked IC to review the low productivity programs and to provide a brief statement explaining why the program has few majors or graduates and future plans to allow the program to continue. Post audit forms were also distributed for new programs. Once the colleges have completed the forms they are to be forwarded to Dr. Gordon Emslie in the Graduate College by October 8<sup>th</sup>. Dr. Emslie noted that the Graduate Council would review the programs and provide feedback to him by November 5<sup>th</sup>. Dr. Emslie would return feedback from the Graduate Council to the Provost sometime in November. It was noted that the intent is not necessarily to delete programs but perhaps to combine similar programs. **Diane will send electronic copies of post audit and low productivity forms to all members.** (Done)

IC asked Dr. Emslie if it would be possible to receive numbers of graduate students in multidisciplinary programs by adviser. Dr. Emslie will request the information from Institutional Research and forward it to the Colleges as a trial this fall.

### Upcoming Professional Workshops:

Thursday, Sept. 30<sup>th</sup>

**Developing and Assessing Critical Thinking**

General Education Assessment Committee

12:00 – 1:30 p.m. in 412 Student Union

(RSVP by Sept. 27, 2004)

Wednesday, Oct. 6<sup>th</sup>

**Ethical and Legal Issues in Academic Advising**

Al Carlozzi, Associate Dean of the Graduate College

9:30 – 11:00 a.m. in 408 Student Union

(RSVP by Oct. 4, 2004)

Tuesday, Oct. 12<sup>th</sup>

**Everything You've Wanted to Know about the Library,  
But Have Been Too Busy to Ask**

Anne Prestamo, Interim Assistant Dean, Library

10:00 – 11:30 a.m. in 412 Student Union, Case Study II

(RSVP by Oct. 8, 2004)