

**INSTRUCTION COUNCIL
MINUTES
November 4, 2005
9-10:30 a.m.
101 Whitehurst Conference Room**

Present: Cyril Clarke, David Thompson, Bob Davis, Ed Miller, Jeretta Nord, Jerry Montag, Shiretta Ownbey, Craig Satterfield, Christie Hawkins, Mary Bryans, Susan Weir, Anita O'Dell, and Gail Gates.

1. Block Tuition Proposal – Christie Hawkins

Two years ago a tuition and fee committee was formed and has been working on changes to simplify tuition and fees. The committee is also looking at block tuition. With block tuition students can take more classes for the same cost. Block tuition is a simpler way to communicate tuition to parents. The current proposal is that students who take 13-18 hours would pay one price (equivalent to 14-15 hours). Christie noted the process will affect drop/add, classroom utilization, number of faculty, billing policies and the budget. Christie would like members to take the proposal back to their colleges for feedback. The proposal has not been presented to the student groups but will be presented when the proposal is finalized. Marketing this effort to the student body and parents will be crucial.

2. Proposed Academic Integrity Policy

Members suggested wording to include portfolio assessment for professional education. It was also suggested to make a change to #5 in the procedures to add professional education and Vet Med students. David will send wording to Gail on guidelines for computer programming violations. Gail will make the changes and email to IC members. Instruction Council voted to support the general approach to academic integrity outlined in the policy and procedures.

3. Proposed Changes to the Bachelor of University Studies Degree Sheet

The Bachelor of University Studies faculty advisory committee composed of representatives from the most commonly selected areas of concentration met to discuss changes to the degree. Recommendations were to decrease the upper division hours to 45, continue requiring 27 hours of upper division courses in the areas of concentration but allow more flexibility in distribution among the 2 or 3 areas of concentration, and allow students to use "major" courses from AA and AS degrees to fulfill one of three areas of concentration. Instruction Council members want to delay approval of an AAS as an area of concentration at this time. Instruction Council approved the recommendations.

4. Proposed Schedule for Curricular Requests – Jerry Montag

Jerry noted that he had sent an email to colleges indicating that we will not implement the new schedule for curricular requests until next year and indicated that he would like to start the process one month earlier. It was noted that moving the schedules up one month would force colleges to review curricular requests a few months apart, therefore members were asked if they wanted to go to a "once a year" process. Proposed "twice a year" and "once a year" schedules will be sent to Instruction Council for college review. Members are asked to give any feedback to Jerry.

5. Records Retention – Jerry Montag

Jerry handed out a record retention schedule for college review.

6. Six Week Grades – Junior and Senior

Dr. Gates asked that members take back to their colleges the idea of soliciting 6 week grades for Juniors and Seniors and provide feedback to her.

7. Other

TOEFL/TELP Proposal

Craig Satterfield noted that the Graduate Professional Student Government Association had approved the TOEFL/TELP proposal and the Graduate College had not received any response from Graduate Coordinators or Associate Deans. Craig asked for feedback to the proposal as soon as possible. Craig is to resend the proposal to Instruction Council Members and ask for an email vote.

Adjourn: 10:40 a.m.