

**INSTRUCTION COUNCIL  
MINUTES**

**March 24, 2006**

**9-10:30 a.m.**

**204 Whitehurst Conference Room**

Present: Bruce Crauder, David Thompson, Bob Davis, Jeretta Nord, Deb Jordan, Jerry Montag, Shiretta Ownbey, Bill Ivy, Thad Clements, and Gail Gates.

**1. Proposed Catalog Revision – Jerry Montag**

Jerry noted that his office plans to phase out paper copies of the catalog and enhance the on-line version of the catalog. His office is making the catalog revision process easier, quicker and more users friendly. Thad Clements showed a mockup of the Graduate College section of the catalog. The section had additional links to university, college, and departmental areas. Thad asked colleges to review their sections and let him know what specific links they would like inserted. The catalog and degree sheets will be provided to students on CDs. Some of the degree sheets cannot be read with a screen reader so they are not accessible to students or parents with visual impairments. Members agreed that as long as the signatures are on file it is not necessary for them to appear in the Undergraduate Programs and Requirements 2006-2007 book posted on-line.

**2. Proposed Amendment to Honors College Policies and Procedures**

Instruction Council approved the following amendment to the Honors College Policies and Procedures:

“Entering freshmen who fall just short of the criteria specified above may submit a written petition for admission to The Honors College, using a form provided by the College at the request of the student. The Director shall review the petition and supporting documents provided by the student and, in consultation with a University Honors Council faculty representative from the undergraduate college in which the student proposes to major (if a faculty representative is available), determine whether the student appears to demonstrate high potential for success in The Honors College and merit admission under this section. The number of new freshmen entering by petition shall be limited to no more than approximately five percent of the number of entering freshmen admitted to The Honors College.”

**3. Late Drop Policy**

Toolbox Revisited – US Dept of Education

<http://www.ed.gov/rschstat/research/pubs/toolboxrevisit/toolbox.pdf>

Significant predictors of BS/BA degree completion within 8.5 years (strongest to weakest):

- Ratio of withdrawals and repeated courses to all grades received (negative)
- Continuous enrollment
- Part-time enrollment (negative)
- First year grades
- Multiple schools (negative)
- Trend in grades
- Summer term credits
- College math credits
- Socioeconomic status
- Academic resources score (high school curriculum intensity, HS class rank/GPA, ACT/SAT).

Institutional Research and Information Management is preparing a report on the number of times students drop courses. Dr. Gates asked if OSU should limit the number of times a student can drop a course and should a fee be attached each time a student drops a course? Dr. Gates handed out the Big XII Drop Policies for members to consider.

#### 4. Other

Dr. Gates mentioned that the Deans have been asked to nominate individuals for Academic Integrity Facilitators and faculty and student representatives for the Academic Integrity Panel. Each college should nominate at least 2 individuals, perhaps one individual per department. Faculty who served on the Academic Appeals Panel in the past and students on the College Student Council and graduate student coordinators would be individuals to consider. Individuals selected would attend a brief training.

**Adjourn: 10:30 a.m.**