

**INSTRUCTION COUNCIL  
MINUTES  
April 7, 2006  
9-10:30 a.m.  
101 Whitehurst Conference Room**

Present: Bruce Crauder, David Thompson, Bob Davis, Ed Miller, Jeretta Nord, Deb Jordan, Jerry Montag, Pam Bowers, Matt Mueggenborg, and Gail Gates.

**1. OSU Homepage – Matt Mueggenborg**

Matt contacted webmasters from the Tulsa, Oklahoma City, Okmulgee, and Center for Health Sciences campuses to determine what changes need to be made on the Oklahoma State University website. Matt noted that a more effective navigation system is priority and he would like to decrease the number of links on the left side of the webpage. He was also considering adding additional links to the quick links. The council asked for a link to the catalog and academic calendar on quick links. Members noted that they would like to review any proposed changes before implementation and mentioned that they would like better results from the search function. Matt noted that he will send the members a link to the Search Engine Optimization website (Google Best Practice) that gives tips for more effective searches. Matt is also looking at content management software called "Joomla" that is designed to enhance website management. Members commented that the Oklahoma State University's website needs to meet the new state law on electronic material accessibility. (The additional links for the catalog and academic calendar were added and the website for the Search Engine Optimization site, <http://www.submit-it.com/subopt.htm?print=1>, was sent to Instruction Council.)

**2. Assessment Writing Samples – Pam Bowers**

The General Education Assessment Committee is collecting samples of student work in writing and critical thinking for the committee to review in the summer. Pam would like to have samples of the student work from freshman through seniors with representation from courses for each college and Pam is asking for help in collecting these artifacts. Pam asked members for suggestions on ways to collect the information needed and asked if new courses should be evaluated every year. Members suggested contacting the Undergraduate Coordinators of each college. Pam also noted that they will be requesting artifacts for diversity in the future. University Assessment and Testing will be moving to the old Teletraining Building (Parker Building) at the end of the summer.

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

Jerry asked if Instruction Council had any other requests regarding the catalog and members had no additional requests at this time.

**4. Transfer Probation Policy**

The purpose of the proposal is to allow students who have the potential to succeed but may not have the required minimum GPA to seek admission to OSU.

Instruction Council Approved.

**5. War On Hunger Initiative – Ed Miller**

Dr. Miller, Dr. Ownbey, and some students recently attended a War On Hunger Summit at Auburn University. Auburn was chosen by the United Nations World Food Programme to develop a template on approaches to address this issue and involved other universities for input and feedback. This will be a long term, sustained effort for universities and students throughout the nation. Plans are to organize a group of students to plan the launch phase by October 16, which is the official kickoff date. There are four components to the endeavor: education and awareness, curriculum, advocacy, and fund raising. Dr. Miller has met with the President and Provost and will meet with Cornell Thomas, Vice President for Institutional Diversity. Dr. Miller noted that he might present this initiative with the Stillwater Cabinet and plans to join efforts with the University of Oklahoma. The Mortar Board is adopting this initiative for their national theme. Dr. Miller also plans to make this a

community initiative as well and plans to meet with city leaders before the end of the Spring Semester. Dr Miller asked members for any suggestions or thoughts.

**6. Other**

Summer School postcards will be sent to the home addresses of students next week and Dr. Gates commented that a statement about Summer School opportunities will be added to the suspension/probation letters being sent out in May.

Last August Dr. Strathe proposed a creation of a Natural Resources Department, a merger of areas from Arts & Sciences and Agriculture. This will be presented to the A&M Board and Oklahoma State Regents for Higher Education and if approved will be official this summer.

**Adjourn:**