

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

Present: Cyril Clarke, Bob Davis, Ed Miller, Jeretta Nord, Jerry Montag, Mark Payton, Shiretta Ownbey, Bob Hollrah, Tom Wikle, and Gail Gates.

1. Academic Integrity Violations Discovered After Graduation – Gail Gates and Mark Payton

There have been a few incidents at other universities in which plagiarism on a thesis or dissertation had been discovered after a student graduated and the degree had been revoked. The Graduate College wants to develop a plan to allow revocation of a degree. Dr. Gates drafted some edits to the Academic Integrity Policy and Procedures and catalog as follows:

- 1.04 – last paragraph – These behaviors may subject the student to disciplinary action including receiving a failing grade on assignments, examination or course, receiving a notation of a violation of academic integrity on the transcript, and suspension from the University.. Serious violations discovered after a student graduates may lead to revocation of a degree.
- 2.11 If an instructor discovers clear and convincing evidence of a serious violation of academic integrity (including but not limited to the violations listed under level three sanctions in 2.05.c.) after a student graduates, the instructor may recommend revocation of the degree.
- 3.11 – The decision of the Appeals Panel is final except when revocation of a degree is recommended by the Academic Integrity Panel. Revocation of a degree requires approval of the Provost and Senior Vice President, President and CEO, and A&M Board of Regents.
- University Academic Regulations 6.9 states “In no case will a grade be lowered after the student has been graduated.”
Proposed change to: “Only in cases of serious violations of academic integrity will a grade be lowered after the student has been graduated.”

2. “R” Grade Proposal – Mark Payton

Mark Payton referred to a handout comparing Big XII universities' procedures for grading research hours and stated that he liked OU's procedure of placing an “X” on the transcript for research hours (these remain on transcript permanently) and assigning an S/U for the semester once the thesis or dissertation is completed. Members commented that they would like to continue allowing use of the letter grade system and adding the ability to indicate “R” or unsatisfactory progress. Jerry Montag noted that some schools place an “IP” for “In Progress” on transcripts for students taking research hours. Members agreed to approve proposal #2 with the option to assign a “U” or “NP” if a student fails to perform satisfactorily.

- Research courses – Either (1) letter grades or (2) R/U grades assigned in real time. Either grade is permanent.
- Graduation GPA – calculated by Graduate College for non-research hours that appears on Plan of Study.

Graduate College will look at defining consequences of earning “U”. Mark will take the amended proposal back to the Graduate Council for their input.

3. “I” and “N” Honor Rolls – Jerry Montag

Jerry commented that the “N” grade is a mark for faculty who do not submit a grade. Some colleges have courses that extend past the grade deadline and the instructors do not want to assign an “I” as it kicks the student off of the honor rolls so some courses have been allowed to use “N” grades for the course. Members discussed assigning a grade of “P” (pass) or “S” (satisfactory) dividing the course into two terms, for instance assign 2 credit hours for one session and the remaining credit hours when the course is completed. Members

agreed to consider a proposal to allow students with an "I" grade to receive honor roll designations. Jerry will develop a proposal and send to members. Jerry asked that members discuss the options with their colleges. Discussions of the "N" grade will continue in the next meeting.

4. Approval of TA Grades – Jerry Montag

A department requested that SIS block graduate assistants from entering grades. Members did not agree to stipulate that the supervisor must approve the grades given by a teaching assistant before entering the grade into the system. Jerry referred to Policy 2-0104: "Supervision of Graduate Teaching Assistants" and noted that the policy is outdated and needs to be rewritten to include current procedures including web entry.

5. Summer Grades – Jerry Montag

Jerry noted that he still has grades that have not been entered from the last term and handed out the list to members asking them to make sure the grades are entered. Jerry commented that the Registrar's Office will send email reminders to those college contacts asking them to verify that all grades have been entered.

6. On-Line Survey of Instruction – Gail Gates

Gail mentioned that she had emailed members the proposed "On-Line Student Survey of Instruction" and asked that members share with their units and provide feedback in the next meeting.

7. Other

Gateway Report

Members received a copy of the "Student Satisfaction with the NOC/OSU Gateway Program" result provided by the Bureau for Social Research.

Jerry noted that his office is finalizing the catalog and will be copying it to CDs.

Members communicated the need for more discussions regarding the suggestion to eliminate auditing of graduation checks and transfer credits by the Registrar's Office and asked if this proposal had been discussed in DSAS (Directors of Student Academic Services). Members asked to continue discussions and suggested that the Registrar's Office conduct a pilot.

Adjourn: 10:40 a.m.