

**INSTRUCTION COUNCIL**  
**September 21, 2007**  
**101 Whitehurst Conference Room**  
**MINUTES**

Present: Celeste Campbell, Bruce Crauder, Bob Davis, Leigh Goodson, Mark Payton, Chris Ross, Shiretta Ownbey, Kevin Moore, Craig Robison, and Gail Gates.

**1. Dissertation Hours – Mark Payton**

Dr. Payton noted that there were some inaccurate changes to zero ending courses and the maximum number of hours allowed in the 2007-2008 catalog. The Graduate College and the Registrar's Office will send out a corrected list of zero ending courses. Dr. Payton also noted that modification of the wording in the catalog needs to be considered to reflect a more accurate description of the zero ending course requirements and what the maximum number means.

**2. Procedures for Cancelling Courses**

OSU-Tulsa has had to consider cancelling classes this year due to financial constraints. OSU-Tulsa asked advisers to recommend courses for cancellation before discussing the situation with colleges or departments. Instruction Council members will meet with Raj Basu to discuss improved communication between Stillwater and Tulsa.

**3. Degree Requests**

**College of Agricultural Sciences and Natural Resources**

**Pre-Veterinary Sciences, BS in Agricultural Sciences and Natural Resources (175)**  
**Program Modification: Program Suspension**

The College of Agricultural Sciences and Natural Resources has requested program suspension as the program has very few enrolled and only an occasional graduate. This program has been used as a "holding-place" for students who are undecided about selecting an appropriate major with a pre-veterinary science option. If suspension is approved, students will have the option of enrolling as "undecided" until they make a firm decision on their major.

Approved

**Graduate College**

**New Program: Preparation for College Teaching, Graduate Certificate**

The Graduate College requests a new graduate certificate in Preparation for College Teaching that will provide doctoral students and holders of earned doctorates a foundation in core concepts of college teaching. The program will give participants knowledge of discipline-specific teaching techniques and effective classroom practices and enhanced competitiveness of OSU graduates in obtaining faculty positions. Students will be taught to promote and disseminate effective educational practices through training the next generation of faculty.

Approved pending a change in the program name to "Graduate Certificate in University Faculty Preparation". Engineering had concerns about the students not having time to take these courses but noted that they would have to work out internally.

**4. Other**

Rita noted that final grades can be provided in an Excel spreadsheet and asked colleges how they wanted to receive this information. Instruction Council asked that the information be sent to them electronically by college.

Members asked if there was any more information on the Dean's tour to Texas with Enrollment Management

**Adjourn: 10:05**