

**INSTRUCTION COUNCIL**

**January 25, 2008**

**204 Whitehurst**

**MINUTES**

Present: Pam Bowers, Celeste Campbell, Albert Colom, Bruce Crauder, Ed Miller, Mark Payton, Rita Peaster, Chris Ross, Shiretta Ownbey, David Thompson, John Romans, Greg Wilber, Jeretta Nord, Carla Ackley, and Gail Gates.

**1. Curricular Requests**

**Action: Approval**

**College of Agricultural Sciences and Natural Resources**

**PLANT AND SOIL SCIENCES, BS (014)**

Program Modification: Option Name Change

Option Name Change: Crop Science to Plant Science

The College of Agricultural Sciences and Natural Resources at Oklahoma State University requests the option name change as the reorganization of faculty in Agriculture changed the professional disciplines within the unit.

Approved.

**AGRICULTURE, Master of Agriculture (302)**

Program Modification: Option Additions

Option Addition: (1) Agribusiness, (2) Agricultural Economics, (3) Agricultural Education, (4) Agricultural Leadership, (5) Animal Science, (6) Entomology, (7) Horticulture, (8) International Agriculture, (9) Natural Resource Ecology and Management, (10) Plant Pathology, (11) Plant Science, and (12) Soil Science.

The College of Agricultural Sciences and Natural Resources at Oklahoma State University requests the option additions to provide students with recognition of the specific discipline within agriculture of the concentration of study.

Approved.

**College of Arts and Sciences**

**CREATIVE WRITING, MFA**

New Program Request

The College of Arts and Sciences at Oklahoma State University requests this new program as it will provide instruction that helps students achieve mastery in the genres of poetry, fiction, and creative nonfiction.

Approved.

**2. General Education Assessment – Pam Bowers and Greg Wilber**

Greg Wilber noted that the General Education Assessment Committee assessed science, critical thinking, and diversity last year and they are trying to involve more faculty and encourage them to use the rubrics. The committee is struggling to find artifacts and assignments that will work with the rubrics. The committee is asking members to encourage faculty to participate. On March 7, 2008, the General Education Advisory Council, the Assessment Council, and the General Education Committee will have their annual meeting to discuss the general education assessment. This summer they will be covering writing, diversity, and critical thinking and working on developing sample assignments. University Assessment needs more involvement and feedback from faculty.

Dr. Gates asked if faculty were getting feedback from the General Education Assessment Committee on assignments that couldn't be used for general education assessment and Greg indicated they had provided feedback when requested. Members expressed concerns that in order for faculty to increase writing expectations they will need funding for grading assistance. Dr. Gates reminded members that a request for funding for TAs should be made by Deans during budget presentations.

**3. Coordinating Degree Sheets and Curricular Changes – Gail Gates**

Dr. Gates asked members to think about possible improvements in coordination of degree sheets and curricular changes. Degree sheets deadlines are set so the sheets will be ready prior to New Student Orientation. Should degree sheets and curricular changes have the same deadlines? HES requests degree sheets and curricular changes at the same time. A meeting will be scheduled with the Registrar's Office and college contacts to discuss procedures and timelines for both degree sheets and curricular requests. Their suggestions will be shared with Instruction Council. Diane is to provide the Registrar's Office a list of college contacts. Members asked to receive written guidance on what degree sheet changes require a program modification.

Any changes to the name of the degree, major, or option; change in minimum overall or major GPA; or increase in total hours required for the degree require approval from the Oklahoma State Regents for Higher Education as a program modification.

**4. "Diploma" for Certificate Programs – Celeste Campbell**

Certificates are considered a degree by the Oklahoma State Regents for Higher Education and presently at OSU certificate programs are coordinated by the individual programs with varying procedures, forms, and "diplomas". It was asked if the process should have more structure and be centralized in the Registrar's Office similar to the other degrees. Dr. Campbell suggested scheduling a meeting with program directors of the certificate programs. Diane is to identify program directors and setup a meeting.

**5. Recommended List of Published OSU "Directory" Items – Celeste Campbell**

After review of the most recent version of FERPA, the Registrar's Office, Legal Counsel, and Institutional Research and Information Management met regarding revisions to the list of published OSU directory items. Enrollment Management will meet with Gary Shutt's Office to determine the types of directory information requested. There were concerns about some of the items and members asked if other Big XII schools had been contacted about the information they consider directory items.

**Adjourn: 10:37 a.m.**