

INSTRUCTION COUNCIL

June 13, 2008

204 Whitehurst

MINUTES

Present: Raj Basu, Celeste Campbell, Albert Colom, Mark Payton, Chris Ross, David Thompson, Kristi Thrift, James Trapp, Tom Wikle, Bavette Belter, and Gail Gates.

1. Curricular Request

College of Agricultural Sciences and Natural Resources

ENTOMOLOGY, BS in AGRICULTURAL SCIENCES AND NATURAL RESOURCES (088)

Program Modification: Option Addition

Option Addition: Bioforensics, Preveterinary and Premedical Sciences

The College of Agricultural Sciences and Natural Resources request the option addition as the proposed option is currently available to students as an emphasis area entitled biotechnology under the general entomology option. Converting this emphasis area to an option will allow us to better tailor the curriculum to meet the needs of the students pursuing continued education or careers in medical, veterinary, forensic or related fields. It will also increase awareness of this curriculum and allow us to better tailor the curriculum of the department's other option also.

In the last meeting members asked for input from the Center for Veterinary Health Sciences (CVHS) and Center for Health Sciences (CHS) on what they believe would be the perception from professional schools of the option. Dr. Ross commented that it wouldn't have much scoring effect and noted that some of the course requirements would need to be altered to include prerequisites for the DVM. Bavette Belter from CHS noted that Dr. Goodson didn't find the option to be problematic but wanted the option to include prerequisites for CHS. A&S believes it is unnecessary to have the option and noted that having the premed, prevet options was not a common practice within the Big XII. Members made a motion to approve the option and it was seconded. Members then decided to table the request pending modification of course requirements to be more in line with prerequisites for medical and veterinary schools. The department is to communicate with Dr. Ross and Dr. Goodson for specifics.

College of Education

TEACHING, LEARNING AND LEADERSHIP, MS (057)

Program Modification: Option Addition

Option Addition: Mathematics/Science Education

The College of Education request the option addition as it will provide a program of study to expand K-12 teachers' content knowledge through graduate level mathematics and science courses and their pedagogical knowledge through education courses focused on teaching learning principles and research based practices.

Approved

LEADERSHIP, CERTIFICATE (454)

Program Modification: Program Suspension

The College of Education requests the program suspension as the Leadership Minor, with the same requirements as the Leadership Certificate, was added in Spring 2007. The Leadership Minor was initiated at the request of students. The minor currently has 46 students enrolled; the certificate has an enrollment of zero. The suspension will give faculty and administrators additional time to assess the need for a certificate program.

Approved

College of Human Environmental Sciences

GERONTOLOGY, GRADUATE CERTIFICATE (261)

Program Modification: Program Suspension

The College of Human Environmental Sciences has requested the program suspension as the program has had difficulty maintaining/growing.

Approved

2. Excessive Hours Petitions – Celeste Campbell

Dr. Campbell commented that enforcement of the excessive hours requests changed in the last year. Academic overload is currently defined by the Oklahoma State Regents for Higher Education (OSRHE) as the number of credit hours 25% or more than the number of weeks in the academic term. If enrollment is equal to or greater than academic overload, Dean's permission is required. Maximum overload is the number of credit hours 50% greater than the number of weeks in the academic term. Permission from Dean and Academic Affairs is required for any hours beyond the maximum overload. SIS prevents students from enrolling in more than 19 credit hours during the fall and spring semesters and 12 hours during all summer sessions combined but it cannot monitor summer sessions individually. Each session was manually monitored in the Registrar's Office for any enrollment that met or exceeded academic overload (25% overload or greater). As of April 23rd, more than 430 email messages were sent to students, and 70 non-responding students were dropped from classes by the Registrar's Office. As of May 6th, a total of 153 excessive hours petitions had been filed. Of these 153, 10 exceeded the maximum overload (50% overload). The problems with level of enforcement is that it takes place after the student has enrolled and requires individual communication attempts with each student and if the student does not respond, they are administratively withdrawn from one or more courses without consent. It requires additional resources from the Registrar's Office and creates additional work for the departments/colleges. Dr. Campbell proposes that the Registrar's Office continue to monitor excessive hours but to return to the model that was used prior to 2008. Under this model, only students who exceed the maximum overload (50% over) required a form. Another option would be to transfer excessive hours enforcement from the Registrar's Office to the college who would be better equipped to perform the advising function of determining which courses to administratively drop. Members asked if there was a report that identifies these students that could be shared and if student success had been evaluated for students who enrolled in an academic overload. Members noted that it would be best if the Registrar's Office enforced maximum overload, monitored the excessive hours and provided the list of students with excessive hours to the colleges for determining if classes should be dropped. Members suggested discussing this issue with DSAS and bringing it back to IC for the final decision. Members also asked that that form for summer be revised to include number of credits per session, course number, and that it list the excessive hours for each session. Members asked how other institutions monitored excessive hours.

3. 90-Hour Rule: Senior Suspension Exceptions – Celeste Campbell

Dr. Campbell noted that there was a handout in the last Instruction Council meeting of the 90-Hour Rule: Senior Suspension Exceptions but it has been revised. The catalog statement of the 90-Hour Rule did not match OSRHE or OSU policy therefore the catalog statement is being adjusted to state that after a senior suspension has been granted a student must achieve a minimum GPA of 2.0 each term or must raise the retention GPA to 2.0 or above to avoid suspension to bring the OSU catalog in line with OSRHE and OSU policy. Members approved the change.

4. Course Changes After Enrollment Opens – Celeste Campbell

Dr. Campbell handed out a revised "Request for Class Change After Enrollment Begins". The addition to the form is #3 "A new classroom". There are about 70 classroom changes per semester that occur after enrollment opens. Please share with your departments and encourage them to use this form and share any feedback.

5. Publication Survey Results – Celeste Campbell

The Registrar's Office conducted a publications survey which included the OSU catalog, Undergraduate Programs and Requirements (UPR) book and the Enrollment Guide. The survey yielded a response rate of 10.7% and it revealed that the use of the printed catalog exceeds use of the online catalog. Use of the printed UPR book exceeds use of the online version, but by a smaller margin than the catalog. Use of the online enrollment guide exceeds the use of the printed version. Advisers used both versions equally, but directed students to the online version more than distributing the printed version. It should be noted that the primary audience for the enrollment guide is the student body, and students were not surveyed. The survey respondents felt more strongly about the importance of access to the online versions of the publications than they did the printed versions. Dr. Campbell noted that if the Registrar's Office has to cut printing of the publications they would start with the UPR and the catalog would continue to be available in the Student Union Bookstore for \$5.00 each. Members asked that Dr. Campbell keep them posted on any changes.

6. Incomplete Grades for Courses that Cross Semesters – Gail Gates and Mark Payton

Dr. Gates noted that there are a few courses that cross semesters (flight classes, internships, etc.) and presently an "I" is given and a student has a year to complete the course and in some cases this becomes problematic. Dr. Gates checked with some of the other Big XII institutions and noted that Texas Tech used the grade PR; and the University of Colorado gives the "IP" grade which stand for work "in progress". Any grade that is not listed on the OSRHE grading policy would need to be approved by OSRHE. Dr. Gates asked that members to identify courses that cross semesters and determine if another grade would be helpful. This topic will be discussed in the next IC meeting. Diane is to send reminder.

7. Winter Intersession from Study Abroad – Gail Gates

Provost Strathe would like OSU to consider creating a winter intersession to promote greater participation in study abroad curricula. The Provost is also considering bringing in the Director of the Center for International Studies from the University of Delaware that uses this model.

8. Academic Integrity Posters – Gail Gates

This will be discussed in the next meeting.

9. Other

Members wanted to discuss the proposed 4 days a week, 10 hours a day work week noted that college/units need to plan at least a year in advance before any such plan is implemented. Dr. Gates noted that the colleges need to send their concerns to Dr. David Bosserman's Office and noted that the Provost is looking at the possibility of going to a 4 – 9 hour days and a half day on Friday in the spring.

VP Colom noted that the enrollment numbers are looking better than first anticipated. Continued enrollment is down but incoming student enrollment is up and hopefully enrollment will level out.

Adjourn: 10:50 a.m.