

INSTRUCTION COUNCIL
February 20, 2009
204 WH
MINUTES

Present: Celeste Campbell, Bruce Crauder, Bob Davis, Ed Miller, Shiretta Ownbey, Mark Payton, Chris Ross, David Thompson, Mark Weiser, and Gail Gates.

1. Curricular Request

UNIV 0113 - Development Science Process Skills

Northern Oklahoma College faculty who teach the remedial science course felt that the one credit hour course was not sufficient to cover all materials required including critical thinking and asked for approval to change to the course from one credits to three credits.

Members approved the request.

2. English Proficiency Policy and Procedures - Gail Gates

OSU requires an ITA score of 50 but the University of Oklahoma requires a score of 45; the national standard appears to be a score of 50. Teaching assistants in laboratory settings need to possess good oral communications skills for safety reasons. Members noticed that in 3.02 there was a repeat of the wording "they may take" which is to be deleted. 2.01 members suggested that the statement "whether in the classroom or laboratory" be revised to read "includes classroom setting or laboratory" or "or in any instructional setting" and possibly adding "and any other oral communication between students". Members also felt that "instructional setting" should be defined. Dr. Gates will revise the document and bring it back to Instruction Council in April.

3. Proposed Numbering Scheme for Courses Offered for Both Undergraduate and Graduate Credit - Mark Payton

The Graduate College and Registrar's Office propose creating separate sections for 4000 level courses with graduate credit identified by a "G". Enrollment restrictions will be added to the section so only graduate students (or undergraduate students with a signed petition to take the course for graduate credit) will be permitted to enroll in the graduate section. The proposed section numbering scheme will be initiated in Fall 2010 if approved. The change will be reflected in the catalog with explanation for change. A listing of the affected courses will be sent to members.

Members approved the proposal.

4. OSU Buckley Amendment Policy Revisions - Celeste Campbell

Revisions to the Buckley Amendment were released in December so the Registrar's Office has been working to revise OSU's policy. Proposed changes include:

- specifying that "school officials" may include the National Student Clearinghouse, contractors, consultants, volunteers, or other non-employees who perform institutional services and functions as school officials with legitimate educational interests.
- honoring any valid request to opt out of the disclosure of directory information made while a student was enrolled at OSU unless the student rescinds the opt out request (request continues to apply to former students who opted out).
- directing requests for directory information from off-campus parties to OSU Communication Services.

Members suggested changing the title to "OSU Policy 2-0701: Buckley Amendment - Family Educational Rights and Privacy Act". Members asked if information on unmet financial need or expected family contribution could be provided to colleges to assist with selection of students for scholarships.

Members approved the changes.

5. Availability of Diversity Courses - Gail Gates

Dr. Gates noted that the General Education Advisory Council (GEAC) has approved a number of new diversity courses this year, although most were upper division courses.

6. Other

Zoology 4213 was changed to 4215 in December but now the department has requested that it remain 4213. Please check degree sheets to reflect the correct number.

Dr. Gates learned that a committee of the Oklahoma State Regents for Higher Education (OSRHE) has been discussing the possibility of requiring external review of the Academic Program Reviews. Members indicated it would be difficult to add this requirement without additional funds.

Some faculty have objected to department heads having access to the comments made on "Student Survey of Instruction". There is no official policy on the use of these forms. Should there be a policy? Perhaps the university needs to look at another instrument. Departments or colleges are permitted to create their own evaluation instrument. Some departments heads or senior faculty observe instruction by new faculty members.

Adjourn: 10:40 a.m.