

INSTRUCTION COUNCIL

June 4, 2010

MINUTES

Present: Raj Basu, Celeste Campbell, Bruce Crauder, Bob Davis, Steve Edwards, Ed Miller, Shiretta Ownbey, Mark Payton, Jeremy Penn, David Thompson, Mark Weiser, Jean Van Delinder, and Gail Gates.

1. International Studies and Outreach Update – Mark Weiser

There will be a change in the Study Abroad Scholarship process in Fall 2010. Students who receive the scholarship will be required to promote study abroad on campus in order to receive their full award. The total availability of the scholarship program will increase from \$150,000 to \$250,000. The scholarship will be more need based and provide larger awards. A program is being developed to assist departments and colleges in planning short-term study abroad trips. International Studies and Outreach is looking at creating a Bachelor of University Studies (BUS) degree which integrates independent study and online courses. Gail noted the Oklahoma State Regents for Higher Education want a research institution to participate in a pilot program with the Council for Adult and Experiential Learning using a portfolio for prior learning assessment. The pilot program will provide stipends for instructors to assist with prior learning assessment portfolio reviews.

2. Minor Policies and Procedures Draft – Gail Gates

A draft of the Minor Policies and Procedures document with suggestions from the Graduate College and Academic Affairs was distributed. Mark Payton explained that in the past graduate minors had no requirements basically so Graduate Council is interested in establishing requirements for the minor. Graduate Council will not review the proposed policies and procedures until Fall. Raj noted that individuals in career fields express interest in graduate certificates or minors as individuals want to keep up with the latest advancements in their profession but aren't able or interested in getting a second degree.

Suggested Changes:

Members suggested renumbering the document and listing the undergraduate and graduate requirements in parallel.

Will the time limits be enforced by the Registrar?

Undergraduate minors be required to include a specific amount of upper division courses?

2.02 – begin sentence with “No more than” take out “Up to”.

3.09 – needs to be rewritten.

Members asked if the minor remains on the transcript if a student completes their degree requirements but not the minor requirements. Celeste noted that the minor is removed from the transcript if the student doesn't complete the requirements. Dr. Gates will share the revised draft with Directors of Student Academic Services and Graduate Council and bring it back to Instruction Council.

3. College Updates

Enrollments of new freshman are projected to be up and Arts and Sciences has opened up more seats in general education courses for freshman.

4. Other

Jean VanDelinder will be the new Interim Associate Dean for the Graduate College effective July 1, 2010.

FERPA Training – more than 3500 faculty and staff (including the branch campuses) have completed the FERPA Training. The Registrar's Office has suspended SIS access to 217 individuals who did not complete the training and these individuals will have to reapply to get SIS access after they complete the training. The Registrar's Office will send the report of those individuals to members.

Adjourn: 10:05 a.m.