

INSTRUCTION COUNCIL
November 12, 2010
204 WH
MINUTES

Present: Raj Basu, Celeste Campbell, Bob Davis, Robert Dooley, Bavette Miller, Ed Miller, Shiretta Ownbey, Jeremy Penn, Chris Ross, Jean Van Delinder, Amy Martindale, Bob Spurrier, Kevin Moore, and Gail Gates.

1. Curricular Requests

College of Education

EDUCATION, PhD (435)
Program Modification: Option Addition

Option Addition: Educational Technology

The College of Education at Oklahoma State University is requesting the option addition to educate scholars with a deep understanding and ability to create and apply knowledge of educational technology and in other scholarly communities interested in the advancement of education at the national and international levels.

Members approved.

2. Honors College Policies and Procedures Proposed Amendments - Bob Spurrier

It was noted that Provost Sternberg had discussions with the Honors College regarding admission criteria and expressed his wishes for the Honor's College to modify the admission criteria to open it up so students with lower ACT/SAT scores could be considered based on their responses to an option essay. In addition a seventh "Breath Requirement" was added to the policy to include an "Approved Special Experience" to get more honors students involved in activities such as research and study abroad. Members asked if students could use their honors thesis to fulfill the requirement and Dr. Spurrier replied no. Members noted that at present summer internships, etc. does not count toward the active status, in the fall or spring but could that be changed to count? The Provost wants more Honors courses offered and mentioned soliciting funding to aid in offering more honors courses.

Members approved proposed changes.

3. Option for Students to Order Electronically Delivered Transcripts – Celeste Campbell

Dr. Campbell noted that the Registrar's Office issues over 80,000 paper transcripts per year. The Registrar's Office has been investigating options for current and former OSU students to order electronically delivered certified, official OSU transcripts. This new service will not replace the free official transcript option that is currently available, but will provide an additional option for individuals who prefer online ordering, fast delivery, and electronic delivery tracking. A vendor will be used to provide the order interface and the software needed to ensure secure processing and electronic delivery of the transcripts. Electronically delivered PDF transcripts are checked for tampering each time they are opened and students receive notification when the transcript is sent and opened. The recipient of the electronically delivered transcript can't forward the document. Students will be charged \$10.00 per transcript for this service. Members asked if students would have to pay the \$10.00 each time they request a transcript and Celeste replied at this time yes. It is anticipated that the electronic transcript option will not incur a cost to OSU. If at least 6% of our current transcript orders are converted to electronically delivered orders, we will recoup our vendor costs. Peer institutions report that 10-15% of their transcript orders are electronic and anticipate the percentage to increase. The Office of the Registrar is currently working with Purchasing and Information Technology to evaluate bids from vendors and hope to initiate the process in 2011. Members asked if students not in the SIS system could access electronic transcripts and Celeste noted that their

office pulls from three sources; SIS, archive, and microfiche in AppExtender. Dr. Gates noted that the Office of Registrar would have to submit a fee request for approval from the Oklahoma State Regents for Higher Education.

4. Other

Dr. Miller noted that the College of Agriculture has expended their entire student services funds and asked when they would be getting their allocation.

Adjourn: 10:00 a.m.