

INSTRUCTION COUNCIL

March 25, 2011

204 WH

MINUTES

Present: Raj Basu, Celeste Campbell, Bruce Crauder, Steve Edwards, Bavette Miller, Ed Miller, Shiretta Ownbey, Jeremy Penn, Chris Ross, David Thompson, Jean Van Delinder, Mark Weiser, and Pam Fry.

Curricular Requests

Oklahoma State University – Center for Health Sciences (handout)

FORENSIC SCIENCE, MS (004)

Program Modification: Change of Program Name

Change of Program Name to Forensic Sciences

Oklahoma State University's Center for Health Sciences request that the name be officially changed to align with the degree name on the diplomas and the name is also more indicative of the scope of the disciplines within the degree program.

Members Approved.

1. **Update – Pamela Fry**

Dr. Fry noted that one of Dr. Sternberg's priorities was for her to work with establishing clearer and more effective Memoranda of Understanding with OSUIT – Okmulgee, Oklahoma City, and Tulsa Community College. Members noted that Tulsa Community College articulations were problematic and need to be addressed. It was noted that the College of Engineering, Architecture, and Technology has been working with Langston on an agreement. Dr. Fry noted that she is creating a University Academic Services Center Steering Committee and will also create a group to focus on Freshman Retention.

2. **University Scholarship Committee Endorsement – Pamela Fry**

The Office of Undergraduate Admissions and Office of Scholarships & Financial Aid recommended a 250 word limit per question to the University Scholarship questions to the University Scholarship Committee at the February 22, 2011 meeting. The committee endorsed the word limit change. Endorsement by the Instructional Council is also requested. If endorsed, implementation is expected to be effective for June 1, 2011.

Members Approved.

3. **Reuse of OSU Graduate Course Numbers that Meet Specific Criteria - Celeste Campbell**

Dr. Campbell noted that Electrical Engineering has repeatedly asked to reuse graduate course numbers due to their department's sequencing system. Current operating procedures do not allow OSU course numbers to be reused for new/different courses. The primary concern with course number reuse pertains to undergraduate courses: (1) The automated implementation of the *Repeated Courses* sections of Academic Regulations 6.13 uses the course prefix and number to identify a course, so each number must indicate a unique course to ensure accurate course repeat actions; (2) The degree audit recognizes courses by the course prefix and number, so each number must indicate a unique course to correctly satisfy degree requirements. Although the reuse of undergraduate course numbers is problematic, reuse of graduate course numbers is possible as long as a proper time period has passed since the course number was last used and as long as the course is not and has not been offered for undergraduate credit. "Credit for all courses on a graduate plan of study must have been awarded within ten years of completion of all degree requirements. Any exception to these time limits must be approved by the dean of the Graduate College ([2010-2011 OSU Catalog](#), p. 172)."

## Proposal

Modify OSU course action procedures to allow departments to reuse graduate course numbers (in the 5000 and 6000 range) to denote new courses under the following conditions.

1. The original course associated with the course number has not been offered in at least 15 years.
2. Neither the original course nor the new course is offered for undergraduate credit.
3. In the catalog course description for the new course, the department will retain a parenthetical statement disclosing that the course number was previously used to denote the old course and indicating the time frame. For example, include the following in the ECEN 5783 Medical Imaging course description: (ECEN 5783 was used to denote Random Systems Analysis prior to 1990).

Reuse of undergraduate course numbers is not permitted for reasons discussed above.

Members Approved.

#### 4. **Textbook Publishers – David Thompson**

Dr. Thompson noted that faculty are being approached by textbook publishers offering to negotiate textbook prices and customize textbooks. Publishers are meeting with the instructors to talk about sole sourcing, and Dr. Thompson asked members for their feedback. It was noted that it should not be an issue as long as the instructor does not receive benefits.

#### 5. **High School to College Success Reports – Pamela Fry**

Dr. Fry noted that the Oklahoma State Regents for Higher Education (OSRHE) continues to discuss the ACT cut score for remediation, currently set at 19. The state is about to develop the "College/Career Readiness Standards" and it was noted that Christie Crenshaw should be invited to join in the conversations.

#### 6. **Graduate Advisory Committee – Pamela Fry**

Dr. Van Delinder wanted to have an advisory committee to meet after Graduate Council to keep the Associate Deans responsible for graduate education in the different colleges informed of the activities of the Graduate Council. Most of the time the Associate Deans don't know all what is going on since the Graduate College communicates directly with the graduate coordinators. Members suggested contacting the Associate Deans of Research in each college: Robert Dooley, Christine Johnson, Jerry Malayer, Steve Edwards, Ed Miller, Alan Tree, and Ron Van Den Bussche.

#### 7. **Tulsa 583 Section Requests to be Place on Separate Form – Pamela Fry**

In order to track Tulsa outreach and online course tuition, it was asked if a separate section could be set up for these offerings. The 583 section was created for these sections and when a new request is made would appear on the request form with the Stillwater requests. This was problematic as Raj was signing off on Stillwater requests as well as Tulsa request, so it was asked that the 583 sections be placed on a separate paper request. Members agreed that this would be very beneficial.

Adjourn: 10:30 a.m.