

INSTRUCTION COUNCIL

July 1, 2011

204 WH

MINUTES

9:00 – 10:30 a.m.

Present: Celeste Campbell, Bruce Crauder, Steve Edwards, Brenda Masters, Shiretta Ownbey, David Porter, David Thompson, Jean Van Delinder, Mark Weiser, Mark Nicholas, Amy Martindale, and Pamela Fry.

1. Curricular Requests

College of Arts and Sciences

ANTHROPOLOGY, MINOR

New Minor

The College of Arts and Sciences requests this minor to offer students the opportunity to be exposed to the cultural breadth and time depth of humanity and acquire a good overview of anthropology as a discipline.

Members Approved.

College of Arts and Sciences

International Studies and Outreach

INTERNATIONAL STUDIES, UNDERGRADUATE MINOR

New Minor

International Studies and Outreach proposes the new undergraduate minor in International Studies to meet international studies interest of all students, regardless of their primary academic major. This will be achieved through three design dimensions: 1) selection of courses for the minor that have few prerequisites; (2) acceptance of courses that currently apply to one's current major; and 3) recognizing the minor on the students' transcript as evidence of global complement to the major field. This design should both increase the number of students with heightened international perspectives and those gaining an international experience.

It was noted that the minor will be housed in the College of Arts and Sciences, and International Studies and Outreach will administer the minor

Members Approved.

College of Education

AVIATION AND SPACE, MS

New Program

The College of Education at Oklahoma State University requests a new program as it is currently housed as an option in the Masters of Science in Interdisciplinary Studies degree. The new degree will provide the Aviation and Space, MS program the opportunity to be administered within the College of Education. Equally compelling is the need for graduates to have a diploma that identifies the degree as Aviation and Science.

Members Approved.

College of Human Sciences

**DESIGN, HOUSING AND MERCHANDISING,
Bachelor of Science in Human Environmental Sciences (050)**

**HOTEL AND RESTAURANT ADMINISTRATION,
Bachelor of Science in Human Environmental Sciences (130)**

**HUMAN DEVELOPMENT AND FAMILY SCIENCE,
Bachelor of Science in Human Environmental Sciences (094)**

**NUTRITIONAL SCIENCES,
Bachelor of Science in Human Environmental Sciences (097)**

Program Modification: Change of Program Name

Change of Program Name to: Design, Housing and Merchandising, Bachelor of Science in Human Sciences
Hotel and Restaurant Administration, Bachelor of Science in Human Sciences
Human Development and Family Science, Bachelor of Science in Human Sciences
Nutritional Sciences, Bachelor of Science in Human Sciences

The College of Human Sciences at Oklahoma State University requests the program name changes as the name of the college in which the programs are housed is changing effective July 1, 2011, and the requested program modifications will align the degree name with the new college name.

Members Approved.

**GERONTOLOGY, CERTIFICATE (261)
Program Modification: Program Requirement Change**

Program Requirement Change: reduction in total credit hours from 21 to 12.
The College of Human Sciences at Oklahoma State University requests the reduction in total credit hours in order to match similar graduate certificate programs being offered across the OSU campus. This reduction also will also allow for the creation of a non-degree seeking certificate option in gerontology.

Members Approved.

Spears School of Business

**ACCOUNTING, MSBA (002)
Program Modification: Change of Program Name**

Change of Program Name to: Accounting, MS
The Spears School of Business at Oklahoma State University requests the name change as the program has historically been referred to as an M.S. in Accounting and degree name would be consistent with the other master degree programs in the Spears School of Business.

Members Approved.

2. **Faculty Council Recommendations – Pamela Fry (handouts)**
 - a. **Undergraduate Research Scholars**

Member asked how this would appear on the transcripts, and it was noted that it would be similar to honors. Members noted that they agree with the concept but don't agree with the process, in particular the oversight committee. Dr. Campbell noted that Scholar Development should be involved in the discussions. Dr. Campbell also noted that some entity needs to drive this whether it be Scholar Development or not and those individuals need to coordinate with the committee.
 - b. **Required Syllabus**

Members approved.
3. **Minor Program Internal Routing Sheet – Pamela Fry**

Members suggested some minor revisions and approved the form.
4. **Undergraduate Academic Alert - Celeste Campbell and Amy Martindale**

Dr. Martindale, Dr. Campbell, and Dr. Fry have been working on the Undergraduate Academic Alert process in an attempt to improve retention. This will be a Fall 2011 pilot where faculty can go into Faculty SIS and access the reports. Based in part on the College of Arts and Sciences model, this process allows instructors to report on students who they feel might be slipping academically on a daily bases. Those students reported will be contacted by email and asked to contact their advisers. The academic advising areas also will be notified. Included in the handouts are examples of what faculty will be able to view. This process will not change the six week process but the excessive absence process will be incorporated with the academic alert process. Dr. Martindale noted the screens will provide the students course enrollment and any adviser can view the comments, and this is the first time the University has been able to share student comments. Instructors will only see the latest comments but all comments will be stored in archive. Members asked if instructors had access to the adviser screens, and Dr. Campbell noted that she would check to see if what the instructor writes will be in the email to the students. Four to Five prompt letters will be drafted by Dr. Martindale and an email address has been created, academic_alert@okstate.edu. The group is making sure that OSU-Tulsa is involved in this process. Colleges/units will have to provide a designee for this process. Dr. Campbell will check with Doug Reed regarding the timeline of the testing. It was noted that the letters and prompts with timelines need to be sent out. The hope is to implement the process by August 12, 2011.
5. **Policy Clarification – Concurrent Enrollment and Opportunity Admission – Mark Nicholas**

Mark Nicholas noted that current use of the ACT Residual is used for admission, scholarships, waiving out-of-state tuition, and class placement. A student must wait 60 calendar days before they can retest on the ACT Residual. The scores from the ACT Residual are only valid at the institution that gave the exam. Students can take the ACT Residual up to six times in a calendar year. Students planning to participate in sports for OSU cannot use the ACT Residual for admission. There is no wait period between the ACT Residual and ACT National exams. The ACT Residual is essentially an old form of the ACT National exam. Exams are scored by OSU University Assessment and Testing (UAT) and the scores are sent to ACT and stored by ACT. Undergraduate Admissions has been marking a distinction between the ACT and ACT Residual since February 2011. Policy clarification from the Oklahoma State Regents for Higher Education (OSRHE) states that "allowing the use of the ACT Residual is against OSRHE policy as the ACT examination for concurrent or opportunity admission must be based on Oklahoma norms derived from national test data as opposed to residual test data." "Students may only take the Act Residual test for admission once during the year in which the respective ACT Residual examination is valid (November 1 through October 31) and the test date shall not coincide with a national ACT test date." UAT plans to implement OSRHE policy changes in regards to the ACT Residual and communicate the changes to potential students and their parents. UAT is still waiting for

addition clarification on some of the policy changes from OSRHE and plans to implement the changes beginning November 1, 2011.

The ACT Residual hasn't been monitored in the past. These changes largely affect the community colleges. University Assessment and Testing (UAT) is wondering if the SAT Residual will become more popular.

6. Undergraduate GPA by Major – Brenda Masters

Next meeting.

7. Updates – Pamela Fry

Dr. Fry noted that the retention retreat will be held in July and she hope to have an agenda out and material ready by the week after next. Dr. Fry is the Interim Director of the Learning And Student Success Opportunity Center and if members know of anyone who might be interested in the position to please let her or Cheryl Devuyst know. Dr. Fry plans to pull together a group to discuss "College Bowl" by September 15th.

Adjourn: 12:00 p.m.