

# INSTRUCTION COUNCIL

August 11, 2011

204 WH

MINUTES

9:00 – 10:30 a.m.

Present: Raj Basu, Bruce Crauder, Steve Edwards, Angela Jungermann, Brenda Master, Bavette Miller, Shiretta Ownbey, Chris Ross, David Thompson, Jean Van Delinder, Nikki Dunnigan, David Henneberry, Tina Meier, Steve Damron, Shona Gambrell, and Pamela Fry.

## 1. D2L Modifications - Tina Meier

Tina noted that their office has received requests to make modifications to the D2L online classroom. One of the requests was to increase the number of entries in the faculty search box to allow more than 10 entries. Presently if a faculty has taught a class for several years which includes numerous sections they can only view a limited amount of sections. Information Technology would like to increase the number of viewable sections to 20. Members approved.

OSU Communications is creating mockups to be placed on OSU's main webpages which will allow for emergency notifications. It was also requested to rebrand the online classroom page and the main OSU administration pages.

This fall their office will be working with the Institute for Teaching and Learning Excellence (ITLE) on a new product for video conferencing and they will be putting a pilot in place in October or November. The product will include the option to conduct virtual meetings and chat. Their office will need colleges to volunteer faculty participants who have taught for a few years to test the product. Full implementation should occur next fall.

This Fall Information Technology will be working with members on a date for another D2L upgrade. Members noted that last year's timeframe around Thanksgiving worked well.

Tina asked members if they were or had heard of any one experiencing difficulties with D2L, and members replied that they had not hear much at all. Pam noted that sometime this group needs to discuss predicting future trends and online retention.

## 2. Outreach Distance Course Evaluation Draft – David Henneberry

Dr. Henneberry referred to the handout of the Outreach Distance Course Evaluation and noted that the form will be easier, and quicker for students to fill out. The form is mirrored off of the online course evaluation form. Dr. Penn noted that he would like to visit with Dr. Henneberry about the evaluation. Members asked if a student fills out the form down to the geographical information and doesn't want to include that information does the program accept information already inserted? Shona noted yes. Dr. Ross asked if they could add the professional degree to the degree category. Dr. Weiser asked if the overall instructor rating could be added to the form. It was noted that notifications of the evaluations are sent out to the students by college outreach administrators and faculty can't see student comments until the Thursday after grades are due. Members had some concerns about the question asking about what constitutes prompt instructor feedback and noted that perhaps some notation should be added about weekends. It was noted that all evaluations should be kept consistent for Reappointment Promotion and Tenure purposes.

Members approved with requested modification.

### 3. Curricular Requests

#### College of Education

##### **ONLINE TEACHING, GRADUATE CERTIFICATE New Program**

The College of Education at Oklahoma State University is proposing the Graduate Certificate in Online Teaching. OSU has offered courses in educational technology through M.S. and Ph.D. level programs as well as service courses for undergraduate programs. The Graduate Certificate in Online Teaching program is premised on three basic assumptions: 1) formalized online learning opportunities are becoming ubiquitous in P-20 education; 2) teaching in an online environment requires different, more expanded pedagogical and technological skills; and 3) online teachers should be prepared within a standards-based, accredited program. The legislative initiatives supporting K-12 virtual schools (SB 604 and SB 2129) are dependent upon teachers who are prepared for this type of learning environment. This program will be available to pre-service and in-service teachers in an accessible format. Since online learning also has become an integral part of higher education curricula, there is also a need to prepare graduate students for university teaching. The Graduate Certificate in Online Teaching would be an excellent addition to graduate studies in order to prepare students for the inevitability of teaching online in the professoriate.

Members noted that the above description needs to be changed to reflect greater clarity. Dr. Edwards will contact individual involved to rework the wording.  
Members approved.

#### Spears School of Business

##### **CREATIVITY STUDIES, UNDERGRADUATE MINOR New Minor**

The Spears School of Business at Oklahoma State University requests the minor to offer students the opportunity to develop creative thinking, to use problem solving tools to define complex problems, etc. This interdisciplinary minor will appeal to students from across campus.

Members express that the wording above in the minor proposal needed to be reworked. Dr. Edwards noted that he will work with individuals to revise.  
Members approved subject to the revisions.

##### **INTERNATIONAL STUDIES, MINOR Deletion**

The College of Human Sciences would like to delete this minor given that International Studies and Outreach has proposed an International Studies minor for the OSU campus which has been approved by Instruction Council.  
Members approved.

### 4. Undergraduate GPA by Major – Brenda Masters

Dr. Masters provided a summary of the undergraduate GPA data as of Spring 2011. The first page indicates the mean GPA by college and the following pages provide GPA by major for each college. Members noted that if the participation was less than ten, the data should not be included. Members asked why this data was gathered, and Dr. Masters replied that initially she prepared a report on student athletes' grades for central administration and she received the data for this report and included the information. A report on the information on student athletes' GPA by sport will be presented at Faculty Council and members noted that

undergraduate GPA's by college would be appropriate to include with that report. Dr. Masters asked members if it would be helpful to have graduation and OSU grade point data included in future similar reports. Members replied that it would be helpful to have that information. Dr. Masters will send the excel file of grade point by major for each college to Diane to distribute.

**5. Updates – Pamela Fry**

Dr. Fry noted that an articulation meeting with OSU Tulsa and TCC has been scheduled for September 30<sup>th</sup> from 10:30 – 2:30 and she would like to extend an invitation to the Associate Deans to participate.

Dr. Fry noted that demos for the Academic Early Alert will be scheduled with individual colleges as soon as revisions and testing is complete. Dr. Ownbey requested the dates.

**6. Other**

**Steve Damron wants to discuss the Faculty Council recommendation regarding the Undergraduate Research Scholars. IC didn't approve it. Does IC make a counter recommendation?**

In the last Instruction Council meeting there were some concerns regarding the process of the Faculty Council's recommendation "Undergraduate Research Scholars" and members were asking if the program could be administered by Dr. Graalman's office, Scholars and Development. Dr. Damron noted that Dr. Graalman's office does not have the resources to provide the program. Dr. Fry suggested pulling together a small group to discuss this issue. The subcommittee to figure out the logistics will consist of Steve Damron, Sheryl Tucker, Chris Ross, and Shiretta Ownbey.

Members asked what the administrative structure of the Graduate College was and Dr. Van Delinder noted that she will remain the Interim Associate Dean and Dr. Payton returned to faculty.

Members commented that the Registrar's Office is no longer responsible for editing any catalog descriptions and at one time there was a staff member who cleaned up the course descriptions for the catalog copy. It was noted to continue discussion in a future meeting.

**Adjourn: 10:30 a.m.**