

**INSTRUCTION COUNCIL
MINUTES
December 19, 2013
204 WH
3:00 – 5:00 p.m.**

Present: Celeste Campbell, Cynda Clary, Bob Davis, Cheryl Devuyt, Bavette Miller, Chris Ross, Raman Singh, Jean Van Delinder, Mark Weiser, Sarah Wilkey, Christie Hawkins, Cathy Newsome, and Brenda Masters.

1. Block Tuition – Christie Hawkins

Christie Hawkins opened her presentation about Block Tuition by emphasizing that this is a proposal and feedback and suggestions are to be appreciated. This proposal includes a lot of similarities as the University of Oklahoma's (OU) plan. OU implemented a flat rate tuition program last June and for implementation in the fall. This proposal will aid in keeping in line with the Complete College America initiative as it encourages students to graduate in four years which is part of the marketing for this proposed move. There has also been discussion of blocking 12 – 18 or 12 – 15 hours. There have been discussions of allowing students to bank hours in the summer or in the intersession periods. Using current summer school enrollment trends, allowing students to bank hours to be used in the summer would lower the projected revenue increases from a block model by about 1/3. Additionally, if increased numbers of students utilized banked hours for the summer, summer credit hours could increase by as much as 16,000 with no additional revenue coming in. In talking with OU they thought this system would increase their summer enrollment by 30%. They did not know at the time of the conversation what this would do to their class offerings in regards to the need for additional class sections. This plan would allow students' more flexibility and would be beneficial from a financial aid view point as any financial aid will carry over to the summer if the student takes over 12 hours in the spring semester. There is another group looking at how to utilize the campus during the summer and having more students take summer courses would be a benefit. The plan would not affect part-time students taking fewer than 12 hours or graduate students but both would be considered if workable models were developed. The advantage to this idea is that it encourages students to take 15 hours resulting in an earlier graduation and a reduction in living expenses. The projected increase in revenue includes the mandatory fees but doesn't include the academic service fees. The overall increase in revenue would be 6.2 million dollars, but this figure doesn't include students banking hours. Presently there are 8800 full-time undergraduate students that take fewer than 15 hours so if 10% or 20% more hours, how many more sections will need to be created to accommodate the increase? OSU needs to investigate how this plan would affect financial aid and veterans benefits. There have been discussions with the Oklahoma State Regents for Higher Education (OSRHE) and students on Oklahoma Promise are exempt from this plan. A couple of things that OU has done is allowing students to file an appeal/exemption if not to taking the 15 hours per semester for special circumstances. The concern is how to communicate this plan and how to message to parents and students. In talking to other institutions, parents typically like this plan but students are not as enthused. Another question was, "What policies will this affect?" OU has a dedicated person that coordinates the committee, makes changes needed to policy, and works with students throughout the process. Changes in tuition revenue will need to be monitored. This is a proposal and if there are comments or questions please let Christie Hawkins know. Members also noted that OSU is a land-grant institution and a lot of students take 12 hours and work, this plan does not appear to be a benefit to these students. OU has established scholarship funds for these types of students, which allows a student to work fewer hours and enroll in the intended 15 hours. The LASSO group looked at this plan in regards to the remedial students taking more hours and this could affect 20% of the incoming freshman class. Members asked if the regular Northern Oklahoma College (NOC) classes were included this plan. How will these affect 500 and 600 sections, and it was noted that it is not certain how those will be handled. Brenda Masters suggested considering a cap of 15 credit hours to not overload students, and then offer a slightly reduced

tuition for students taking 16, 17, and 18 credit hours to entice them to enroll. It might be that it would be best to accumulate a 30 credit hour year. What type of rates do we need to charge and what type of reduction can we offer students who take more than 15 but still generates enough revenue to offset. Members asked what would be the case when talking about the 500 sections and Christie Hawkins said that these details would have to be worked out. Celeste Campbell talked to OU and OU regrets that they focused on messaging the 15 hours blocks and not marketing the savings from the actual costs. If additional information or feedback is given, please let Christie Hawkins know. Christie Hawkins noted that a large working group will focus on this proposal in the coming year and feedback is appreciated.

**College of Engineering, Architecture and Technology
Course Requests**

Members approved.

**AEROSPACE ENGINEERING, BS (424)
Program Modification: Program Requirement Change**

Program Requirement Change: Decrease in total credit hours from 127 to 124

The College of Engineering, Architecture and Technology at Oklahoma State University requests the program modification to remove a required course and decrease total credit hours. The content of the required course is no longer required for the upper level MAE classes.

Members approved.

**CONTROL SYSTEMS ENGINEERING, MS (413)
Program Deletion**

The College of Engineering, Architecture and Technology at Oklahoma State University requests the program deletion as the funding and resources are no longer available for this program.

Members approved.

**FIRE PROTECTION AND SAFETY TECHNOLOGY, BS ENGINEERING TECHNOLOGY
Program Modification: Change of Program Name**

Change in program name to: Fire Protection and Safety Engineering Technology

The College of Engineering, Architecture and Technology at Oklahoma State University requests the program name change to identify the program as an engineering technology program.

Members approved.

**MECHANICAL ENGINEERING, BS (144)
Program Modification: Option Deletion and Program Requirement Change**

Option Deletions: (1) Biomedical Engineering and (2) Mechanical

Program Requirement Change: Decrease in total credit hours from 127 to 124

The College of Engineering, Architecture and Technology at Oklahoma State University requests the option deletions as there is no faculty support for the Biomedical option and the Mechanical Engineering option is not necessary as it is the name of the program. The program requirement change is requested as the department wants to move a required course, decreasing total credit hours. The content of the required course is no longer required for the upper level MAE classes.

Members approved.

MECHANICAL ENGINEERING TECHNOLOGY, BS ENGINEERING TECHNOLOGY, (081)

Program Modification: Program Requirement Change

Program Requirement Change: Course requirement change and decrease in total credit hours from 129 to 121

The College of Engineering, Architecture and Technology at Oklahoma State University requests the program modification to remove and substitute required courses resulting in a decrease in total credit hours.

Members approved.

ARCHITECTURAL STUDIES: ARCHITECTURE AND ENTREPRENEURSHIP

New Minor

Members tabled pending clarification that the Spears School of Business approves of the title and courses listed.

Agricultural Sciences and Natural Resources

Course Requests

Members approved.

ENTOMOLOGY, BS (088)

Program Modification: Option Addition, Option Name Change, and Program Requirement Change

Option Addition: Bio-Forensics

Option Name Change: From: Bio-Forensics, Pre-Med, and Pre-Vet To: Pre-Med and Pre-Vet

Program Requirement Change: Course requirement change.

The College of Agricultural Sciences and Natural Resources at Oklahoma State University proposes the option addition to better education students in Bio-Forensics and the option name change will separate the Bio-Forensics, converting it into a single, stand-alone option. The option name change will allow students interested in Veterinary or Medical School a more streamlined curriculum for (1) entering one of these professional schools earlier in their academic career, (2) attracting a larger cadre of students into our undergraduate degree program, and (3) allowing students seeking to become primary physicians in rural and underserved Oklahoma the opportunity to complete pre-doctoral training in seven years, with the first three undergraduate years on the Stillwater campus, and their fourth year at OSU Center for Health Sciences. Students would be able to earn a bachelor's degree from OSU and subsequently progress through 2-4 years of the Doctor of Osteopathic Medicine degree. 4) allowing pre-veterinary students similar opportunities for early admission and faster completion of a Doctor of Veterinary Medicine degree while also earning a bachelor's degree from OSU.

Members approved.

College of Arts and Sciences

Course Requests

Email vote including Dr. Crauder.

1/9/14 - An email vote was solicited and members approved the course requests.

College of Education

Course Requests

Members approved.

HEALTHY PROFESSIONAL DEVELOPMENT, UNDERGRADUATE CERTIFICATE New Program

The College of Education at Oklahoma State University proposes the new certificate as it will aid in the enrichment of the lives of future workers and has the potential to aid in reducing healthcare costs which should aid in reducing the burden on the economic development of the State of Oklahoma, the nation, and beyond. The certificate will serve as a significant outreach component to aid the University in the outreach endeavors by providing individuals with the knowledge and abilities to function at optimal health in the workplace.

11/14/13 – Council of Deans asked that the name be changed. Original proposal was named Healthy Professional (Worker), Undergraduate Certificate.

12/19/13 - Members tabled as there is still a need for a clearer title.

College of Human Sciences

Course Requests

Members approved pending clarification of the crosslisted courses: BIOM 5963 and BIOM 5984 and related DHM/IEM courses.

Spears School of Business

Course Requests

Members approved with the exception of: BADM 2011, 2021, 2071, 2081, 2091.

Center for Veterinary Health Sciences

Course Requests

Members approved.

Center for Health Sciences

Course Requests

Members approved pending clarification of the crosslisted courses: BIOM 5963 and BIOM 5984 and related DHM/IEM courses.

FORENSIC SCIENCES, MS (004) Program Modification: Option Addition

Option Addition: Arson and Explosives Investigation

The Center for Health Sciences requests the option addition as the law enforcement and military arson and explosives investigators need graduate level education to support their investigations. The School of Forensic Sciences is proposing an option in the MSFS curriculum specific to those needs.

Members tabled pending approval from A&S and Engineering.

Graduate College

Course Requests

Next meeting.

2. Other

Brenda Masters noted that Provost Fry has reorganized a first year experience and a student success process involving several different groups on campus. Some of the Educational Advisory Board research information being reviewed prompted a reevaluation of those processes. It was assessed that by putting so much responsibility on one unit and not spreading these responsibilities throughout the colleges, it would be more beneficial to share some of these responsibilities with Student Affairs, Undergraduate Admissions, and across the Diversity unit. There will be several different pieces to this initiative but will

work in a coordinated, interrelated manner. It is the perception that Missy Wikle will begin to work with the LASSO unit and incorporate some of the items she presently coordinates. Some of the other items; transfer, veteran, and academic services will be led by Cheryl Devuyst. This will be headed by Dr. Fry currently as Provost and as Associate Provost. Cheryl Devuyst commented that she looks forward to working with all of the colleges and will be working with all of the two-year institutions across the state. The first part is to get the articulation agreements moving forward and to collaborate more to get to a better materials for our transfer students and have a point person. Members asked if Cheryl Devuyst would be working closely with the colleges and she replied that she would. She will be learning about each of the colleges' process in regards to articulation and transfer students. Brenda Masters noted that the responsibilities in LASSO have been overwhelming. Members asked if the structural change is in place now and it was noted that the changes should occur in January. Additionally "Welcome Week" will be an event that will be more academically focused. One of those processes will be a common reading. After the first of the year a book will be selected for incoming freshman. Shiretta Ownbey will more than likely lead that group. Maybe one of the library events could be the author of the book. This book will more than likely be a self-improvement, motivational type book. This is not intended to override college specific first year processes. This is part of a broad retention initiative as the President has said repeatedly OSU must increase the first year retention rate. OSU cannot continue at a 78% or 79% retention rate as there will be considerable financial implications. Members asked what would consist of the Hispanic academic initiative and Brenda Masters noted that she did not know the exact details, but it is the perception that in order to attract, recruit and promote student success among Hispanic students, we will need to develop websites and send counselors to the high schools to visit with the Hispanic families. It also may be that the articulation agreements maybe critical for Hispanic students as 55 – 60% start at two year institutions. Celeste Campbell noted that in regards to veteran service their office coordinates the educational benefits services piece but do not at this time have an advising entity but would be working closely with this new unit. Shiretta Ownbey noted that the "Living/Learning" community topic is on the list and noted that this topic was of concern as the colleges need to be involved in the decision making, coordination of the "Living/Learning" communities and there have been barriers with this process. It was noted that this would be a good time to address these barriers.

Adjourn: 5:00 p.m.