

**INSTRUCTION COUNCIL
MINUTES
June 26, 2014
204 Whitehurst**

Present: Raj Basu, Celeste Campbell, Cynda Clary, Bruce Crauder, Bob Davis, Cheryl Devuyt, Bavette Miller, Shiretta Ownbey, Chris Ross, Jean Van Delinder, Mark Weiser, Karen High, Christie Hawkins, and Pamela Fry.

Introduction of Karen High.

1. Block Rate – Christie Hawkins

“Banking” for the summer has been added as an option and the maximum a student can bank is six hours, three per semester. The banking accumulation must occur within the fall and/or spring semester and be applied during the following summer term. Members asked if working students would receive any extra compensation or financial aid and it was noted that there will be some type of financial aid for those student with demonstrated need who can’t afford to take 15 hours. OSU-Tulsa only students are exempt from block rate; however, if a student is taking both OSU-Tulsa and OSU-Stillwater courses, the student would not be exempt. It was asked if the distance education disbursement will change and it was said that Christie Hawkins and Mary Bryans were looking at projections for the fall and discussions would take place once proposed scenarios were ready. Dr. Campbell asked if detailed information in relation to distance courses (500 sections) could be added to the exception area on the “Finish In Four” document on the Bursar’s website.

**2. Military Leave of Absence – SB 1830 effective July 1, 2014 – Celeste Campbell
(Information/Discussion)**

Dr. Campbell and others have been working on this effort. The Registrar’s Office is trying to coordinate all the links of beneficial information on what to do, how it affects all entities throughout the University. A military leave of absence (MLOA) allows a student to be absent from the University for active military duty without penalty to admission status or grade point average and without loss of institutional financial aid. It also allows the student to be eligible for withdrawal from all or some classes with a full refund of tuition and fees or to be eligible for incomplete grades in classes for which he/she has successfully completed at least 50% of the coursework at the time of leave, if the student intends to complete the classes upon return from active duty. Military leaves of absences shall not exceed a cumulative five years. Graduate student LOAs are for a period of one year with annual extensions possible up to the five-year cumulative limit. Students apply for MLOA by submitting the appropriate form and supporting documentation. A currently enrolled OSU student (active OSU matriculation) who is a member of the active uniformed military services of the United States and is called to active duty is eligible to apply for an MLOA from OSU. The Registrar’s Office plans to eventually develop a Military Leave Policy after the process has been in place for a period of time. It was noted that Dr. Devuyt is also working with veteran’s issues and Dr. Fry asked Dr. Devuyt to give Instruction Council an update in our next meeting. See the [Military Leave of Absence/Withdrawal FAQs](#) on the Registrar website (registrar.okstate.edu).

3. Graduate Minors – Jean Van Delinder

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4. “I” Grade – Bob Davis

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Adjourn: 5:05 p.m.