

**INSTRUCTION COUNCIL
MINUTES
September 18, 2014
204 Whitehurst**

Present: Darlene Hightower, Christie Hawkins, Rae Ann Kruse, Pam Coleman, Karen Flaherty, Sarah Gordon, Jean Van Delinder, Chris Ross, Bob Davis, Cheryl Devuyt, Bruce Crauder, Shiretta Ownbey, Celeste Campbell, Raman Singh, Raj Basu, Bavette Miller, Susan Johnson, Randy Kitchens, Cynda Clary, Mark White, and Pam Fry.

1. Banner Implementation – Darlene Hightower

Darlene noted that the Business Process Modeling Sessions for Banner implementation will be held Oct 28-30 on the OSU-Tulsa campus. Additional input is needed from the various areas for the implementation process and these meetings are designed to capture those needs. Pam Coleman is the project manager for OSU and Mark White is the Ellucian representative. It was noted that the fourth floor of the classroom building has been reserved and set up for this effort. Dr. Campbell noted that all of the curricular installations must be completed prior to fall 2015. The Degree Works portion involving degree sheets will become live November of 2016. Questions also were asked about the interfacing of Banner and CourseLeaf and it was noted that CourseLeaf implementation will follow the implementation of Banner. Let Darlene know if your areas have issues with getting individuals on board with this initiative or if individuals experience issues with implementation.

2. Block Rate/Summer Banking – Christie Hawkins

Dr. Hawkins noted that the Advisors' Conference experience in regards to the block rate/summer banking discussions were positive. Conversations with advisors included talking about block rate and the exception process. Exceptions have been granted for seniors, students with academic restrictions, and students with other extenuating circumstances. Randy Kitchens is the new coordinator for block rate exceptions. Dr. Hawkins has a list of the students which were approved for exceptions, if members would be interested in receiving this information. OSU administration contributed \$1,000,000 for waivers toward assisting students who have been fulltime students but are unable to take 15 hours do to financial stress. These students must be in financial need and enrolled in 15 hours per semester. The deadline for filling exceptions will be Oct. 31st unless there are extenuating circumstances. Members noted that it would best to send communications to the seniors that may need exceptions. Members asked for the list of exceptions to date.

Banking hours – Dr. Hawkins noted that indications reveal that 12,000 credit hours have been banked to date. Based on trends OU experienced in their first year with block rate, a very preliminary projection indicates approximately 8,000 credit hours banked for summer 2015, but would have a better idea of the summer numbers in spring 2015. It was noted that a great way to use banked hours would be through internship. Members asked how bank hours worked with students taking 600 sections and it was noted that these sections are exempt from banking even if a student is enrolled in 15 regular credit hours. The numbers show an increase in students taking 15 hours or more. Dr. Hawkins wanted to express how successful this initiative has been due to efforts throughout the university.

3. Academic Forgiveness Policy – Celeste Campbell

Dr. Campbell and Dr. Kruse worked on revising the University Academic Regulation and OSU Policies in regards to the Academic Forgiveness policies to better align with OSRHE policy. Members approved changes.

4. Student Success – Pamela Fry

Dr. Fry noted that every college had at least an 80% retention rate and the four year graduation rate was 39%, the highest in OSU history. Dr. Fry commented that members might want to make sure that your Deans review these numbers. Dr. Fry noted that she would like to revisit discussions regarding a University College. While some concerns were expressed regarding the concept of a University College, a majority of members express support. Dr. Fry asked members to let her know if there were any concerns as discussions continue.

5. Summer 2015 – Pamela Fry

Dr. Fry asked members to think about summer 2015 in regard to the use of banked hours. Dr. Fry commented that the banked hours possibly could be used for internships. The College of Arts & Sciences has created a new online general education rotation. Colleges may want to consider the creation of some certificate courses. Colleges need to offer courses that would encourage students to graduate in four years. Members noted that early detection and notification of the numbers of banked hours would be very useful. Dr. Fry noted that summer school needs to be scaled up and asked what could be used as an incentive for the colleges and faculty. Members noted that there is some concern about assurance of receiving the college's 60% split for summer classes if the hours are banked. Would the colleges receive sufficient funding for additional faculty salary for summer school? Dr. Fry will follow-up on the issue.

6. Process for Academic Services Fees – Pamela Fry

Members are concerned that the undergraduate fees are still frozen and the allocations now do not cover expenses for certain courses. Dr. Fry asked members to look at your fees vs expenses to assess how to go forward.

7. Course Deactivation/Reactivation Requests

(Information Item)

Deactivation:

SOC 3213 – American Society & Culture

SOC 6673 – Development of Social Thought

Adjourn: 10:30 a.m.