Present: Cynda Clary, Bruce Crauder, Karen Flaherty, Keith Garbutt, Sarah Gordon, Bavette Miller, Lance Millis, Shiretta Ownbey, John Romans, Chris Ross, Celeste Taber, Jean Van Delinder, Sheryl Tucker, Cynthia Ippoliti, Missy Wikle, Matt Upson, and Pamela Fry.

1. **Information Literacy in General Education Assessment – Cynthia Ippoliti**
    Ippoliti noted that she was new to OSU and that she had been comparing the services and resources provided by the OSU library with other national trends and library trends. Ippoliti would like to measure students' levels of information literacy skills which is the understanding of how information is produced and valued, and the use of information in creating new knowledge, and participating ethically in communities of learning. The library's assessment rubric would be added to the existing rubrics and would assess students' information literacy skills after taking the general education courses.
    Members endorsed.

2. **Consideration of an Optional 60 Credit Hour Minimum for OSU Doctoral Degrees - Sheryl Tucker**
    Dr. Tucker noted that it is proposed that OSU Graduate College policy be changed to set the minimum number of credit hours in the doctoral degree to 60 hours for those having a baccalaureate degree, and the graduate degree programs would then determine if there are requirements beyond this. Typically other institutions require a minimum level of credit hours. Dr. Tucker noted that with reduced continuous enrollment for doctoral candidates, this change is necessary to ensure that students are not required to take excessive hours. It is suggested to look at the PhD programs and consider if the required hours/research hours make sense and are the advisors/committees overseeing what the students are enrolling in and monitoring their progress in the program.

3. **New Student Orientation Materials - Missy Wikle**
    Missy noted that there had been some questions regarding the type of information provided to students during New Student Orientation (NSO). Missy asked members to let her know if there are desired changes. Dr. Fry noted that the college summaries vary in the type of information provided and there doesn't appear to be material oversight at the Dean's level. It was said that students apply to OSU and if the student is accepted to OSU, Undergraduate Admissions sends a (singing postcard, letter of acceptance, and next steps brochure) to the student. Then NSO sends a postcard with a decal followed by the freshman or transfer essentials. Missy noted that the purpose of the Freshman/transfer essentials is to notify students that registration is approaching and that they can confirm their major at this time. Missy noted that in April, of each year, students receive their confirmation packet followed by additional information which includes a welcome to the OSU family, Welcome Week convocation materials, and college spotlights materials after NSO. The students receive the "Finish in Four" plans during the freshman seminar courses. Dr. Flaherty asked if the colleges should provide the college profiles and it was noted that it might be best to provide an informational link that students could connect to. Missy also noted that the each college has presentation time at the overnight programs and informational materials could be included in the packets given to students. It was noted that it would be beneficial to know what materials students receive campus-wide. The requests for updates of the NSO materials are going to the Directors of Student Academic Services and members noted that they would like to have the opportunity to review the materials as well. Members would like this information sent to them and the Directors of Student Academic Services.

4. Curricular Requests

College of Arts and Sciences

BIG DATA ANALYTICS, GRADUATE CERTIFICATE
New Program

The College of Arts and Sciences proposes a Graduate Certificate in Big Data Analytics delivered in a traditional format through the Computer Science Department. The certificate in Big Data Analytics program at Oklahoma State University will address the capture, storage, and retrieval of high volume, high velocity and unstructured data along with analytics based on the data. The program will provide training in computing and application of analysis methods and algorithms for big data. The certificate holders will possess additional knowledge beyond the traditional computer science domain with complementary courses from Statistics, Industrial Engineering, and Management Science and Information Systems. This program will prepare the graduates for employment in the fields of data science, big data, and information management. Based on employment statistics and input from industry representatives, employer demand for the areas of data science and big data is very high. In addition, based on enrollment in big data related courses and MS student interest in thesis topics, it is clear that there will be substantial student demand for the program.
Members approved.

AEROSPACE ADMINISTRATION AND OPERATIONS-PROFESSIONAL PILOT (AAPP), MINOR
Minor Modifications

Members approved.

UNMANNED AIRCRAFT PILOT, MINOR
Minor Modifications

Members approved

5. **Academic Calendar Fall 2016 – Celeste Taber**
    Dr. Taber noted that members need to act on this proposal. Modify the academic calendar for Fall 2016 (published as tentative in the 2015-16 Catalog) to start the term one week earlier (August 15 instead of August 22) to accommodate the first time that end-of-term processes are completed in Banner. No changes are needed in the adjacent terms (summer and spring), and similar adjustments are not anticipated for terms beyond Fall 2016.The end-of-term processes include:

- moving grades to the academic history,
- running the new "repeated course" program that Ellucian is writing for the OSU System,
- calculating GPAs,
- determining academic status (probation, suspension, etc.),
- determining satisfactory academic progress for scholarships and financial aid, which must be completed before aid can be disbursed for the spring semester,
- determining athletic eligibility for a potential bowl game,
- printing transcripts, and
- conducting academic data exchanges with NOC and TCC. Such processes must be completed before the holidays to allow adequate time to notify students of their academic/financial aid status to permit appeals to be submitted and acted upon before the start of the spring term.

Rationale

The Fall 2016 start/end dates have been tentatively published as August 22 – December 16. The proposed start/end dates are August 15 – December 9, which is similar to the Fall 2015 term (Aug. 17 – Dec. 11). See graphic representations of the calendars in Appendices A and B.

The Banner implementation is a complex project, and in many instances project tasks have not been accomplished within expected time frames. Because the Fall 2016 semester is the first one that will be conducted using Banner, it is anticipated that a Dec. 16 end date will not provide enough time to complete the end-of-term processes before the University closes for the holidays—particularly if each of the multiple processes do not run smoothly the first time they are in production. It is extremely rare to alter an academic calendar after it has been published, even in tentative form. The areas referenced in the heading of this document have been consulted, and the consensus is that providing an additional week to close out the semester is a prudent, proactive step that will prevent serious consequences from affecting our students.

Decision Time Frame

The Registrar's Office is scheduled to begin building the Fall 2016 class schedule within one week. Because the initial schedule must be built by hand, the term start date must be set prior to beginning. If this proposal is accepted, we will work to promptly notify the campus community of the change, thus facilitating summer event planning for students, faculty, and staff.

Dr. Clary recommended that the student government leadership (GSA and GSPGA presidents) be contacted prior to the decision announcement. Dr. Ross said that in regards to the veterinary medical fourth year students, the grading is not traditional and Dr. Taber noted that they will make adjustments for this.   Dr. Crauder noted that this can potentially affect the study abroad courses.