

**INSTRUCTION COUCIL
MINUTES
November 19, 2015
204 Whitehurst**

Present: Cynda Clary, Bruce Crauder, Karen Flaherty, Keith Garbutt, Sarah Gordon, Diane Jones, Lance Millis, Shiretta Ownbey, Rita Peaster, John Romans, Chris Ross, Celeste Taber, Jean Van Delinder, Darlene Hightower, Candace Thrasher, and Pamela Fry.

1. Banner Student Update – Darlene Hightower and Rita Peaster

Darlene Hightower stated that many people have been working very hard and will be for many more months towards Banner implementation. The Office of Admissions was one of the first units to go live. Transfer students will be in the February/March timeframe. Rita Peaster noted that the catalog is live in Banner and they are working on integrating it with their website. A communication will be sent to Instruction Council and others when the online course descriptions inventory is updated on the website. Fall Class Schedule training sessions have been underway.

Ms. Hightower noted that Banner Document Management (BDM) will allow for one stop shopping – if a student record is pulled up, all information for that student will be there. She noted that there is a 3rd party reporting tool called COGNOS that will allow users to generate reports from the Operational Data Store (ODS). This will allow for easier access to data. Classes will be offered across campus regarding this.

Ms. Hightower reported that in the spring semester the students will be able to go into the portal system through one entry location for all Banner applications. They are working with the various vendors to have single sign on.

Ms. Peaster stated that March 2016 is when they will go live with Banner registration. Students will be empowered to handle their own registration via Banner self-service. She noted that training will be available in the spring for advisors and department and college administrative personnel possibly during the third week of the spring semester – January 25 – 29, 2016. There will be some type of training for faculty and students just before registration opens in early March 2016. In early September 2016 there will be training for faculty on grade entry before mid-term grading opens.

Ms. Hightower stated that the kickoff for Degree Works will be in May 2016. She noted that there will be a mobile application that will be ready by the end of summer or early in the fall semester.

2. University Scholars Program – Keith Garbutt

Dr. Garbutt proposed a program aimed at students with a good high school GPA (3.5 or better) and ACT (or SAT equivalent) between 26 and 24 or with a GPA between 3.5 and 3.75 and an ACT of 27 or higher – who are close to honors eligible. It would provide a means to recruit and retain students who may not currently be enrolling at OSU. These could be major based or topic based programs. The program is designed to use existing University resources as much as possible. Some concerns discussed were funding, teachers for the courses, dedicated advisors, and logistics. Dr. Fry asked that this item be put on the December 17 Instruction Council meeting agenda for further discussion.

3. Campus Compact and Heartland Emails – Pamela Fry

Instruction Council members decided that they do not need to receive Campus Compact and Heartland emails. Dr. Fry did ask that members let her know if they have a service minded faculty member and she will forward the Campus Compact and Heartland emails to the faculty member.

4. Curricular Requests

College of Arts and Sciences

BIOLOGICAL SCIENCES, BS (030) Program Modification: Option Addition

Option additions: (1) Environmental ~~Science~~ **Biology** and (2) Pre-Healthcare

The College of Arts and Sciences requests the option additions to meet knowledge and skill requirements of areas of emphasis and future careers within the discipline of biological science. The degree options represent both student and employer demand and will facilitate student retention and graduation rates at Oklahoma State University, as well as future career success. The degree options also will support recruitment efforts both on and off campus.

11/6/15 - Members tabled pending further discussions with the College of Agriculture.

11/17/15 – Received email confirmation from the College of Arts and Sciences that the College of Agriculture had no objections to the option additions.

11/19/15 – Members approved with suggested changes noted above.

ZOOLOGY, BS Program Modification: Option Addition

Option additions: (1) Ecology and Conservation **Biology**, (2) Pre-Medical Sciences, and (3) Pre-Veterinary Science

The College of Arts and Sciences requests the option additions to meet knowledge and skill requirements of areas of emphasis and future careers within the discipline of biological science. The degree options represent both student and employer demand and will facilitate student retention and graduation rates at Oklahoma State University as well as future career success. The degree options also will support recruitment efforts both on and off campus.

11/6/15 - Members tabled pending further discussions with the College of Agriculture.

11/17/15 – Received email confirmation from the College of Arts and Sciences that the College of Agriculture had no objections to the option additions.

11/19/15 – Members approved with suggested changes noted above.

College of Education

NURSING, BSN New Program

The College of Education at Oklahoma State University would like to offer the new online program as there is a shortage of nurses and employers in the state of Oklahoma have a significant interest in

increasing the number of baccalaureate prepared nurses. The program will be unique in that the degree curriculum includes a health and wellness concentration.

11/19/15 – Members approved.

5. Other

Dr. Fry introduced Candace Thrasher, Manager, Academic Integrity & Outreach Programs. She thanked the members for their support of the Veterans Day events. Dr. Fry noted that DSAS thought the best time to send out the university surveys to evaluate advisors would be at the end of the fall semester. Dr. Fry asked the members to think about when the best time would be to send out the evaluations to capture the most relevant results. Evaluation of advisors will be discussed at the December 17 Instruction Council meeting.

Dr. Fry stated that there will be a true launch (open house) of the University College in January – probably the third or fourth week in January. Dr. Sarah Gordon asked that the members ask their faculty to provide time to complete surveys in class so that there will be better participation.

The meeting adjourned at 10:30 a.m.

The minutes were recorded by Dorlana Crowell.