

INSTRUCTION COUNCIL
MINUTES
June 5, 2015
204 Whitehurst

Present: Cynda Clary, Bruce Crauder, Karen Flaherty, Sarah Gordon, Susan Johnson, Bavette Miller, Shiretta Ownbey, Chris Ross, Celeste Taber, Jean Van Delinder, John Romans, Lance Millis, and Pamela Fry.

1. Curricular Requests

College of Arts and Sciences

RUSSIAN LANGUAGE AND LITERATURE, BA (246)
Program Modification: Program Deletion

The College of Arts and Sciences, Department of Foreign Language requests the deletion of the program given that the number of Russian majors has been extremely low for many years and the program has become unsustainable.

Members approved.

2. General Education 30 – 10

2015-16 Degree Sheet Template/UAR 3.4 General Education Implementation

Determining the Degree Sheet Template

Dr. Fry noted that in a sub group met to discuss the 2015-2016 Degree Sheet Template and one of the suggestions was to change the title of the "L" general education designation from Scientific Investigation to Laboratory Science to lessen confusion. The sub group decided to leave the notation of "a minimum of 40 hours for general education requirements". Dr. Fry noted that there is the balance between keeping the spirit of the 30-10 without increasing the hours for the degree. It was noted that one math class can be specified without counting against the 10 specified hours. A student bringing in an associate degree will have met all general education requirements, including the "D and I" designations. The program modification processes will be considered through the general education 30-10 implementation. Dr. Fry plans to meet with the Oklahoma State Regents for Higher Education (OSRHE) and present a packet of new degree sheets in relation to the General Education 30-10 initiative. Dr. Taber noted that the sub group discussed some possible questions that might result from this transition and a question and answer document was created.

Questions and Answers to be included in the Degree Sheet FAQ:

1. **What are the changes in general education that are effective Fall 2016?**

Reduce the minimum requirement for Analytical and Quantitative Thought (A) from 6 credit hours to 3 credit hours.

Reduce the minimum requirement for Social and Behavioral Sciences (S) from 6 credit hours to 3 credit hours.

No more than 10 general education credit hours should be specific required courses on a degree plan (excluding the English Composition, American Government and History, and Analytical and Quantitative Thought areas), i.e., at least 15 credit hours within the general education block should be left unspecified.

2. **Is it possible to apply the general education changes to degree plans for years prior to 2016-17?**

No, degree plans for previous years remain unchanged. It is possible for students to move to the newer 2016-17 plans, however. See [University Academic Regulation 3.2: Changes in Degree Requirements](#).

3. **Is it acceptable to increase the total number of degree hours to incorporate the general education changes?**

No, the general education changes should be accommodated within the current total degree credit hours.

4. **How many credit hours should be in the general education block?**
Per State Regents' policy, at least 40 credit hours of general education courses are required for a baccalaureate degree.
5. **Can the general education block exceed 40 credit hours?**
Yes, but it is recommended that degrees stay as close as possible to the 40-credit-hour minimum.
6. **Is it possible to specify a mathematics course without it counting toward the 10 hours that can be specified?**
Yes, degree plans may specify one "A" course with a MATH or STAT prefix that does not count in the 10 credit hours that may be specified.
7. **During the process of reorganizing the general education section of the degree sheets, can other degree program requirements be changed?**
Some program changes require State Regents' approval and must be accompanied by an appropriate program modification form. Examples are changes in the name of a degree, major or option, changes in total credit hours, changes in required GPAs. (See the [Degree Programs and Curricular Requests](#) section of the Academic Affairs website.)
8. **What if external accreditation dictates more than 10 hours of specific general education requirements?**
Departments/Colleges may request an exception from the Office of Academic Affairs to specify more than 10 hours, but such exceptions would generally be approved only in the case of formal written external accreditation or certification requirements.
9. **Are all degree programs that are externally accredited exempt from the limit of 10 hours of specific general education requirements?**
No, only those that demonstrate the accreditation requirements necessitate an exception.
10. **What is the process for requesting an exception to allow more than 10 hours of specific general education requirements?**
Requests for an exception should be routed through the College Associate Dean of Instruction. If approved at the College level, the request should be submitted in the form of a memo from the Dean to the Provost.
11. **It appears that the Diversity (D) and International Dimension (I) requirements have moved out of the general education block. Are these still considered general education requirements?**
Yes, the "D" and "I" are still included in the general education policy (University Academic Regulation 3.4). These are OSU requirements that are not part of the State Regents' policy. It is possible for students to earn the "D" and "I" by taking courses that also carry other general education credit, but it is also possible to earn the "D" or "I" outside of the general education block.
12. **If a transfer student has earned an Associate of Arts or Associate of Science degree from another college or university within the Oklahoma State System, are those students required to complete Diversity (D) and International Dimension (I) courses?**
Generally, no, per State Regents' general education policy. An exception would be if a "D" or "I" course functions as a major requirement (or college/departmental/professional core requirement) for a degree. The associate's degree would not exempt the student from taking the course in this case.
There will be additional information available following a meeting with OSRHE in regards to what changes will prompt a program modification as a result of the general education 30-10 initiative.

3. **Curricular Timeline - Pamela Fry and Jean Van Delinder**

Dr. Van Delinder noted that the graduate deadline for submission of degree requests is not accurate on the curricular timeline document. Dr. Van Delinder said that the Graduate College accepts program requests throughout the year and members asked if that line should be removed. Members suggested removing the line that refers to the deadline for the Graduate College. Members suggested making the document clearer and to make more of a distinction between course actions and degree requests. It was suggested to move the sentence on the bottom of the document regarding the degree process to the top to emphasize the program degree process and to possibly remove any timeline referenced for degree proposals.

4. Update on the Incomplete Grades on the Official Transcript in Banner – Celeste Taber

(Based on a meeting with the Faculty Council AS&P Chair)

Dr. Taber noted that it is not possible to reflect, on the official transcript, the incomplete grade and default grade in Banner as it is presently in SIS. It was determined to use the "I" grade for now. It was recommended to take this to Faculty Council AS&P. Dr. Brad Bays of Faculty Council AS&P chair was consulted and asked if using a paper process might be best to record the default grade. Some members didn't want a paper default process and it was recommended to list only the "I" grade in Banner until a better process can be determined. Discussions to continue.

Meeting Dates:

June 18th - Jean Van Delinder to chair the meeting.

July 10th - Cancelled

July 16th - Two hour meeting (members will be emailed to determine an exact time)

Adjourn: 10:30 a.m.