

**INSTRUCTION COUNCIL
MINUTES**

February 18, 2016

204 Whitehurst

Present: Raj Basu, Cynda Clary, Bruce Crauder, Bob Davis, Karen Flaherty, Keith Garbutt, Sarah Gordon, Susan Johnson, Diane Jones, Bavette Miller, Lance Millis, Chris Ormsbee, Shiretta Ownbey, Rita Peaster, Chris Ross, Richard Shepard, Mackenzie Wilfong, and Pamela Fry.

1. Social Media Posting – Mackenzie Wilfong

Ms. Mackenzie Wilfong spoke to the Instruction Council members regarding class mandatory social media posting. She noted that there are some FERPA concerns with sharing of educational records. Also, if faculty engages in dialogue with students on an open Twitter account and the faculty comments on students' comments, which are educational records, it is a potential problem. Also, if students feel coerced to participate there is concern. There also is concern if the student uses a public account and not a special class account. It was noted that using social media does increase student engagement. It was stated that social media use in class should be directed to material being presented and not at a person in class. It was stated that not all students have smart phones so if social media posting is a requirement, those students are at a disadvantage.

The group felt that some guidelines/recommendations for mandatory class social media posting should be developed. Dr. Chris Ormsbee volunteered to work with Mackenzie Wilfong to develop guidelines/recommendations on social media posting and to do a workshop for faculty.

2. Getting Access to Banner Production – Rita Peaster

Ms. Rita Peaster was asked to discuss getting access to Banner production. Rita noted that everyone will have an opportunity to request access to Banner in a few weeks although it is not clear what that mechanism will be at this time. They are looking for a way to give advance access in advance to certain populations. The populations that have been identified are academic advisors and department heads and their designees. There will be opportunity later for others to request access. The goal date for the initial access to be in place is March 7. The group asked that associate deans and deans be added to the list.

There was some discussion about overrides for classes. Diane Jones was asked to put Celeste Taber and Amy Martindale on the next agenda to discuss overrides. Rita noted that there will be future discussions on the topic. It was noted that priority enrollment begins March 21st. They will be doing a soft go live with

registration the week of spring break with Honors College students. It was noted Honors College students will need to see their advisors prior to spring break and that advisor holds will need to be removed prior to spring break. Rita stated that advisors will now not need to keep track of lifted advisor holds thanks to Doug Reed and his group and the report that they have built.

3. OSU-Tulsa Enrollment Dates for New Transfer Students – Susan Johnson

Susan Johnson stated that they wish to formalize an agreement that has been in place with OSU and OSU-Tulsa for some time. They are requesting approval to continue to enroll new transfer students beginning the first Transfer Day of each enrollment period (handout). It was noted that Celeste Taber is supportive of the process.

Members endorsed.

4. OSU-Tulsa Syllabus Attachment – Susan Johnson and Raj Basu

Susan stated that OSU-Tulsa had always added an addendum (attachment) to the syllabus but she was wondering if they need to expand their syllabus to include a little more information similar to what Stillwater is doing and if it needs to be approved by Faculty Council. It was suggested that OSU-Tulsa integrate information into the OSU draft so that they do not have to add an addendum. Dr. Fry noted that the current changes are still in the works and will be reintroduced to Faculty Council. It was suggested to integrate OSU-Tulsa information with the Stillwater information perhaps using separate headings for Tulsa. Bavette Miller stated that they update the Stillwater syllabus for CHS. Dr. Fry stated that Kathryn Gage is pulling the syllabus attachment together. Dr. Fry will ask Kathryn to get with Susan and Raj to work out details. They hope to have it put together by April but it will come back to Instruction Council before it goes to Faculty Council.

5. Curricular Requests:

College of Human Sciences

DEVELOPMENTAL DISABILITIES, GRADUATE CERTIFICATE New Program

The College of Human Sciences at Oklahoma State University proposes a Graduate Certificate in Developmental Disabilities (DD) as it focuses on the assessment, development, and implementation of public, private, and voluntary support services for individuals with developmental disabilities and their families. This certificate is linked to one of several specializations that students in the Master of Science in HDFS, option of Applied Human Services, select based on their career goals. The proposed Graduate Certificate in DD prepares students for careers working with individuals with developmental disabilities and their families in a variety of settings, including state agencies such as OKDHS-Developmental

Disabilities Services and private and nonprofit agencies that conduct assessments and/or provide services.
Members approved.

6. National Survey of Student Engagement (NSSE) Data – Sarah Gordon

Dr. Sarah Gordon gave a presentation (handout) on the 2015 National Survey of Student Engagement (NSSE) Results. The survey was administered in spring 2015. The response rate was about 16 percent in 2015 which is about the same as in 2012. Dr. Fry asked the members to review the data so that it can be discussed at a future meeting. Sarah also distributed to the members Major Field reports which compared colleges specifically to other institutions on similar questions.

7. Faculty Fellow Program – Chris Ormsbee

Dr. Chris Ormsbee reported on the Faculty Teaching Fellows Application Description (handout). She reported that they are coming to the end of the first 3-year round for the Faculty Teaching Fellows and a new group needs to be selected. She discussed some small changes in the application process. They would like to send out a central call for applications and create a committee to review the applications with the appropriate associate dean sitting on the committee for their college. Also applicants will be asked to identify a teaching and/or learning issue that needs to be addressed in their college. A timeline was included in the applications description. They will continue to do a \$4,000 annual stipend.
Members endorsed.

8. Other

Dr. Fry noted that GenEd 30-10 should be on the March A&M Board meeting agenda since it was not on the last agenda.

Dr. Keith Garbutt gave an update on the University Scholars process and distributed a handout with the actual enrolled students by college and GPA/ACT group. Any college interested in participating in the University College program was asked to let Dr. Garbutt know. It was noted that this could be a good strategy to get students to come to OSU.

Adjourned: 10:40 a.m.

The minutes were recorded by Dorlana Crowell.