

**INSTRUCTION COUNCIL
MINUTES
March 24, 2016
204 Whitehurst**

Present: Raj Basu, Cynda Clary, Karen Flaherty, Keith Garbutt, Sarah Gordon, Diane Jones, Bavette Miller, Shiretta Ownbey, Rita Peaster, John Romans, Chris Ross, Raman Singh, Celeste Taber, Candace Thrasher, Tom Wikle, and Pamela Fry.

Dr. Fry began the meeting by discussing the Americans with Disabilities Act statement (handout) provided by Sheryl Tucker, McKenzie Wilfong, and Isabel Medina Keiser regarding accommodations. Dr. Fry asked the members to review the document for suggested revisions. The goal is to have Directors of Student Academic Services, Instruction Council, faculty leadership, and the various groups to have it pulled together by mid-April.

1. Banner Update – Rita Peaster

Rita Peaster reported that they have been live in Banner for Fall 2016 registration since last Wednesday. She expressed appreciation to the Honors College for being their pilot program. As of Tuesday, they had about 90 more students enrolled than at the same time last year. The numbers may have dropped some in the last few days but overall they are very comparable. They are currently working through giving anyone the opportunity to request access to Banner who has not already been given access. Rita demonstrated the various eprint reports that are available in Banner and how to access the reports. They will be offering student information sessions this week. They are also working with IT and the Ellucian project managers on a deployment plan for some of the XE modules – the advising student profile, faculty grade submission, and registration. They presently don't have a timeline but they will share the timeline as soon as they have it. They are looking to go live with these modules just one module at a time. They will be looking for pilot test participants to help in testing these modules. The goal is to have these implemented before the end of the year.

2. Non-Student Records – John Romans

Dr. Romans asked about faculty teaching records from past semesters and what courses have done over the past several years – section numbers, class loads, who have taught what courses, etc. He was asking how that will play out in Banner or if that information will be lost. Rita Peaster stated that a lot of the information he is asking about is in Banner. Other screens that are not related to students enrolled in classes but that are related to the course inventory and section inventory will need to be archived before SIS is decommissioned. They have visited with Darlene Hightower. They have a working list of things they will be working with IT on and are requesting that it be archived in some fashion before the mainframe is decommissioned. She indicated that this would be a good group to assist in adding to the working list.

3. Curricular Requests:

College of Agricultural Sciences and Natural Resources

CROP SCIENCE, PHD (056) Program Modification: Program Requirement Change

Degree Program Requirement Changes

The College of Agricultural Sciences and Natural Resources requests degree program requirement changes to increase rigor, make the program requirements clearer for students, and more closely align the requirements for the Crop Science and Soil Science doctoral programs.

Members approved.

GENERAL AGRICULTURE, M. AG. (302) Program Modification: Option Deletion

Option Deletions: (1) Agricultural Economics, (2) Agricultural Education, (3) Animal Science, (4) Entomology, (5) Horticulture, (6) International Agriculture, (7) Natural Resource Ecology and Management, (8) Plant Pathology, (9) Plant Science, and (10) Soil Science.

The College of Agricultural Sciences and Natural Resources requests the option deletions as these options were initially developed for students who were not interested in completing a thesis. However, most graduate programs in Agriculture now have a non-thesis degree option in the masters-level graduate program, thus making these options obsolete.

Members approved.

SOIL SCIENCE, PHD (187) Program Modification: Program Requirement Change

The College of Agricultural Sciences and Natural Resources requests degree program requirement changes to increase rigor, make the program requirements clearer for students, and more closely align the requirements for the Crop Science and Soil Science doctoral programs.

Members approved.

Spears School of Business

HUMAN RESOURCE MANAGEMENT, GRADUATE CERTIFICATE New Program

The Spears School of Business proposes the certificate program in order to meet the needs of students from both a professional and academic perspective. The majority of the curriculum will address major instructional units covered in the human resource management professional certification examinations and will be focused on the direct application of theory and practice.

Members approved.

4. Academic Integrity Policy – Candace Thrasher

Candace Thrasher reported on the Academic Integrity Policy revisions (handout). A working group chaired by Dr. Brenda Smith made the revisions. A major revision is part of the sanction process. A new level, an admonition, was added which is a warning for a student. The sanction is a grade reduction that does not exceed the value of the assignment in question. This would be used if it were a first offense and a relatively minor offense. The instructor could use this as a teaching moment rather than imposing a sanction that would be on their permanent record. An admonition would not be a part of the official record, would not be entered into the data base, and would not be released to employers, grad school, etc. There were a couple of other minor changes to the policy as well. Dr. Fry noted that adding the admonition to the policy was faculty driven by faculty who felt there were not enough options.

Motion passed.

5. Earning More than One Graduate Degree in the Same Major with Different Options – Jean Van Delinder

Dr. Jean Van Delinder discussed the “Draft Language on Earning More than One Graduate Degree in the Same Major with Different Options” handout. Dr. Van Delinder noted that they have worked closely with the Registrar’s office on the document. Dr. Taber proposed that they list the item on second graduate degrees under 3.10 Second Baccalaureate Degree and not as a separate item (3.11). Completion of requirements for more than one option may be noted on the official transcript, but a second degree will not be awarded. Graduate Faculty Council approved the document on January 22, 2016. It may or may not go to Faculty Council for approval.

Motion passed.

6. Honors College Policies and Procedures Update: Spring 2016 Overview – Keith Garbutt

Dr. Keith Garbutt discussed the “Honors College Policies and Procedures Update: Spring 2016 Overview” (handout). The revisions contain the new Mission and Vision Statement as well as other changes. The revisions bring the policy up to date. The approval process is from Honors Council to Instruction Council to Deans Council to the Provost. The previous document was approved by the Provost in 2013.

Dr. Fry suggested that the members review the policy and that Dr. Garbutt bring it back to the meeting on April 21 (not the April 1 meeting) for voting or for revisions and voting.

7. 2016-17 Degree Sheets Update – Pamela Fry

Dr. Fry reported that everything is at the State Regents level for the 30-10 including the modified degree sheets. She has not received any feedback regarding those. Dr. Fry noted that Dr. Gary Sandefur reported that the A&M Regents were pleased with OSU’s efforts to streamline GenEd.

8. Other

Dr. Fry stated that the Advisors' Surveys will go out in the next week or so. The Student Survey of Instruction email to students will be going out to students in April. In the email to the students it contains the unique links for the students to evaluate their professors.

Dr. Fry stated that the position description for Scholar Development and Undergraduate Research has been posted. Dr. Edward Jones will chair the search committee of twelve. They hope to have candidates on campus by pre-finals or finals week.

There will be a University College Council which will be made up of Instruction Council members and two individuals from DSAS. Dr. Fry thanked those that attended the open house for the University College on March 23. Dr. Fry asked the members which week would be better for scheduling a meeting of the University College Council – the last week of April or Dead Week. This would be an opportunity for briefings and discussions with the Coordinator, Veteran Student Academic Services, Director, Transfer and Veteran Academic Services, and Coordinator, Concurrent Student Academic Services. Dr. Fry stated that a Doodle Poll will be sent to schedule a meeting the first week in May.

Dr. Fry noted that the GradesFirst contract will be renewed. Dr. Fry said it still needs to be decided if OSU will sign up for three more years of the Student Success Collaborative platform which is integrated with GradesFirst. A webinar demonstration session will be set up soon to demonstrate this integrative platform. More information will be available when the webinar is held. Star is the system used here now.

Adjourned: 10:33 a.m.

The minutes were recorded by Dorlana Crowell.