

INSTRUCTION COUNCIL

MINUTES

October 19, 2017
204 Whitehurst
8:30 a.m. – 10:00 a.m.

In attendance:

Laurie Beets, Ryan Chung, Cynda Clary, Bruce Crauder, Richard Frohock, Pamela Fry, Diane Jones, Marlys Mason, Bavette Miller, Chris Ormsbee, Kyndal Roark, Jenn Sanders, Randy Seitsinger, Celeste Taber, Jean Van Delinder, Shiretta Ownbey Chair.

1. Curriculum Requests:

Informational Item Only

Course Reactivations:

BIOM 5515 – Medical Biochemistry

BIOM 5316 – Medical Microbiology and Immunology

College of Arts and Sciences

BIOLOGICAL SCIENCES, BS (030)

Program Modification: Change of Program Name, Option Name Change,
and Program Requirement Change

Change of Program Name: From: Biological Science To: Biology

Option Name Change: From: Pre-Healthcare To: Allied Health

Program Requirement Change: Course requirement change

The College of Arts and Sciences requests the change in program name so the degree name is more recognizable to students and is aligned with the department's other degrees. The option name change is requested because Pre-Healthcare may be confusing to students who may interpret the Pre-Healthcare option as a Pre-Medical Sciences option. The Allied Health title also matches the way other degrees across the University and elsewhere represent these types of degree options. The course requirement changes are proposed to address curriculum overlap.

CHEMISTRY, BS (044)

Program Modification: Program Requirement Change

Program Requirement Change: Course requirement change

The College of Arts and Sciences requests the course requirement changes to give more flexibility to scheduling for faculty and students.

COMPUTER SCIENCE, BS (052)

Program Modification: Program Requirement Change

Program Requirement Change: Course requirement change

The College of Arts and Sciences requests the course requirement changes in order to reflect course modifications.

ENGLISH, BA (085)

Program Modification: Program Requirement Change

Program Requirement Change: Degree program requirement change

The College of Arts and Sciences requests the degree program requirement changes to improve retention rates and timeline to graduation.

GLOBAL STUDIES, BA (520)
Program Modification: Program Requirement Change

Program Requirement Change: Course requirement changes

The College of Arts and Sciences requests the foreign language course changes as a result of the course changes made by the Foreign Language department.

Discussion: Options sheet – requirement hours have not been figured correctly and will be adjusted accordingly.

MEDICINAL AND BIOLOGICAL BIOPHYSICAL CHEMISTRY, BS
New Program

The College of Arts and Sciences proposes the new degree in order to provide a formal pathway for chemistry students to obtain the requirements for medical and similar professional schools. The curriculum will significantly follow the current degrees in Chemistry with differentiation only in the sense that students will take the prerequisites required for medical school or a graduate program in a chemical field.

Discussion: B. Crauder noted that the college wanted to change the name from Medicinal and Biological Chemistry to Medicinal and Biophysical Chemistry and said that Dr. Brenda Masters noted the name can be changed on the Academic Plan.

MUSIC, BA (256)
And
MUSIC, BM (153)
Program Modification: Program Requirement Change

Program Requirement Change: Course requirement change

The College of Arts and Sciences requests the program requirement changes as Music Theory courses have been reduced to two hours each to create more balanced degree requirements. Collaborative piano has been assigned new course numbers.

MUSIC EDUCATION, BM (241)
Program Modification: Program Requirement Change

Program Requirement Change: Course requirement change

The College of Arts and Sciences requests the program requirement change as a result of the recent changes to the college's Foreign Language degree requirements. Clarification statements regarding the policy on equivalent proficiency have been added. Classes in the major block are being organized to incorporate six hours of electives without increasing the total number of hours in the degree.

MUSIC INDUSTRY, BS (523)
Program Modification: Program Requirement Change

Program Requirement Change: Course requirement change

The College of Arts and Sciences requests the program requirement change as Music Theory courses have been reduced to two hours each to create more balanced degree requirements.

PHILOSOPHY, BA (158)
Program Modification: Program Requirement Change

Program Requirement Change: Course requirement change

The College of Arts and Sciences requests the program requirement change to allow up to six credit hours in 2000 level philosophy courses to count towards the major requirements. PHIL 3413 is being added to the Pre-Ministry option to provide students with a theoretical foundation for ethics and morality essential for student success.

PLANT BIOLOGY, BS (031)
Program Modification: Option Addition and Program Requirement Change

Option Additions: (1) Pre-Pharmacy and (2) Pre-Law/Environmental Policy
Program Requirement Change: Course requirement change

The College of Arts and Sciences requests option additions to prepare students for law and pharmacy school, increase degree opportunities, and provide guidance for student career goals. The course requirement changes ensure timely progression of students through the degree, adjust shared component of common core to 50% across all options, and add flexibility to course choice within major requirements.

Discussion: There was expressed concern that the pre-law option for the Plant Biology major was too broad. B. Crauder explained that the added option was to identify to students and parents an efficient path into a professional program and career.

**POLITICAL SCIENCE, BA (170)
and
POLITICAL SCIENCE, BS (407)
Program Modification: Option Addition**

Option Addition: Pre-Law

The College of Arts and Sciences requests the new pre-law option as it will allow students to formally indicate the pre-law intention in conjunction with the Political Science major as well as allow the department to efficiently guide students to best prepare them for law school.

**PRE-HEALTH CARE ADMINISTRATION, UNDERGRADUATE CERTIFICATE
and
PRE-MEDICAL SCIENCES, UNDERGRADUATE CERTIFICATE
New Programs**

The College of Arts and Sciences proposes new undergraduate certificates in Pre-Health Care Administration and Pre-Medical Sciences to allow post-baccalaureate students the opportunity to earn an OSU credential prior to beginning graduate school and to increase completion rates as part of the Complete College America initiative. Currently, post-baccalaureate students at OSU must be non-degree seeking (limits students to 9 hours of undergraduate coursework and no eligibility for federal financial aid) or declare a major they do not intend to complete. With the proposed certificates, post-baccalaureate students will have the opportunity to take additional preparatory courses needed for graduate studies with eligibility for federal financial aid.

Discussion: Post bachelor students returning who have decided to pursue pre-med but missing certain courses for a pre-med option are required to declare a new undergraduate degree. These certificates give a name and place to these students. Currently their options are to declare an option that they will never finish or enter as a special student in which they are only allowed to take 9 credit hours per semester. P. Fry encouraged CAS to verify with the state regents that there is no maximum hours for certificates prior to submitting these new programs for approval. D. Jones will verify.

**PRE-NURSING, UNDERGRADUATE CERTIFICATE
New Program**

The College of Arts and Sciences proposes a new undergraduate certificate in Pre-Nursing to clearly define the prerequisite curriculum, create an OSU credential for students to earn prior to beginning the BSN program, and help OSU increase completion rates as part of the Complete College America initiative.

Discussion: Many students who attend OSU plan to transfer after their sophomore year to attend a nursing school. This certificate would put a name the students' efforts here. This program is not in conflict with the RN to BSN in the College of Education, Health and Aviation (EHA) because the students served in this program will be transferring from here to a nursing school for their RN. The students in the BSN program of EHA are required to obtain their RN prior to acceptance into the program. There will need to be strong communication between the two programs.

General discussion of certificates: There are certificates offered that require a bachelor's degree before the certificate can be awarded. After further discussion, clarification was made that the above-mentioned programs are standalone certificates. These certificates can be awarded without the requirement of a bachelor's degree. A separate assessment report will be required by Oklahoma State Regents for Higher Education (OSRHE) for all standalone certificates.

PSYCHOLOGY, BA (257)
and
PSYCHOLOGY, BS (176)
Program Requirement Change: Program Requirement Change

Program Requirement Change: Degree program requirement change

The College of Arts and Sciences requests adding a declaration statement to the degree requirements to avoid the possibility of students experiencing a delay in graduation.

SPORTS MEDIA, BA (479)
and
SPORTS MEDIA, BS (480)
Program Modification: Program Requirement Change

Program Requirement Change: Course requirement change

The College of Arts and Sciences requests the program requirement changes as students would benefit from the flexibility to pick an additional existing media class that matches students' interest.

STATISTICS, BS (230)
Program Modification: Program Requirement Change

Program Requirement Change: Course requirement change

The College of Arts and Sciences requests the program requirement changes to allow students more options to enhance their educational experience and to avoid taking non-relevant courses.

THEATRE, BA (228)
Program Modification: Program Requirement Change

Program Requirement Change: Course requirement change

The College of Arts and Sciences requests the program requirement changes due to course realignment due to low enrollment in some course offerings.

ZOOLOGY, BS (210)
Program Modification: Program Requirement Change

Program Requirement Change: Course requirement change

The College of Arts and Sciences requests the program requirement changes to create more flexibility for students to meet course and supplemental course requirements.

Motion was made to accept all College of Arts and Sciences curriculum requests, with the exception of the tabled programs (Geology BS, History BA and Liberal Studies BA and BS), and approved.

TABLED

GEOLOGY, BS (111)
Program Modification: Option Addition and Program Requirement Change

Option Additions: (1) Pre-Law, (2) Environmental Geology and (3) Petroleum Geology

Program Requirement Change: Course requirement change

The College of Arts and Sciences requests the option additions in order recruit students who are interested in specific career goals and adding career objectives into the degree titles increases enrollments. The course requirement changes reflect course modifications.

Discussion: Concern with availability of courses for the environmental geology option. CASNR Soils and Environmental Sciences department head will need to review for enrollment pressure.

TABLED FOR FURTHER DISCUSSION WITH COLLEGE OF AGRICULTURAL SCIENCES AND NATURAL RESOURCES

HISTORY, BA (120)
Program Modification: Option Addition

Option Addition – Pre-MBA

The College of Arts and Sciences requests the option addition as employers consistently report a desire to hire liberal arts graduates. The proposed option aims to help student combine the liberal arts degree with preparation for an MBA program.

Discussion: Concern with availability of courses for the Pre-MBA option and that the title may be misleading.

TABLED FOR FURTHER DISCUSSION WITH SPEARS SCHOOL OF BUSINESS

LIBERAL STUDIES, BA (443)
and

LIBERAL STUDIES, BS (442)

**Program Modification: Change in Program Name,
Option Addition and Program Requirement Change**

Program Name Addition: Multidisciplinary Studies

Option Addition: Pre-MBA

Program Requirement Change: Course requirement change

The College of Arts and Sciences requests the program name change because the current name is outdated and unclear to students and employers. The name "Multidisciplinary Studies" more clearly describes the ability to combine multiple disciplines to form a flexible and individualized degree. The option addition is requested to help students combine their liberal arts degree with preparation for an MBA program. The proposed course requirement changes will add flexibility for students and allow for a broader array of concentration and focus.

Discussion: Concern with availability of courses for the Pre-MBA option and that the title may be misleading.

TABLED FOR FUTHER DISCUSSION WITH SPEARS SCHOOL OF BUSINESS

College of Engineering, Architecture and Technology

AEROSPACE ENGINEERING, BS (424)

Program Modification: Program Requirement Change

Program Requirement Change: Course requirement change and decrease in total credit hours from 124 to 123

The College of Engineering, Architecture and Technology requests the course requirement changes to provide additional design and breadth in dynamic systems and controls needed by students in the design of aerospace vehicles. The Mechanical Engineering electives were deleted, and a technical aviation elective was added to decrease the total credit hours from 124 to 123.

INDUSTRIAL ENGINEERING AND MANAGEMENT, BS (134)

Program Modification: Program Requirement Change

Program Requirement Change: Course requirement change and decrease in total credit hours from 126 to 123

The College of Engineering, Architecture and Technology requests the course requirement changes in an effort to update the BS in Industrial Engineering and Management (IEM) degree curriculum. The IEM Undergraduate Curriculum Committee

conducted a comparative benchmarking study of 30 peer Industrial Engineering programs across the United State and, as a result of the study, it was recommended that the three hours of controlled electives be dropped from the curriculum. It was also recommended by the committee that the Math sequence be modified.

MECHANICAL ENGINEERING, BS (144)

Program Modification: Option Addition and Program Requirement Change

Option Addition: Petroleum

Program Requirement Change: Course requirement change

The College of Engineering, Architecture and Technology requests the option addition to prepare students for the petroleum industry. Course requirement changes are requested to meet new specific criteria and curriculum requirements required by the Accreditation Board for Engineering and Technology.

Motion was made to accept all curriculum requests from the College of Engineering, Architecture and Technology and approved.

Spears School of Business

ACCOUNTING MINOR
Change to Existing Minor

ECONOMICS MINOR
Change to Existing Minor

GENERAL BUSINESS ADMINISTRATION MINOR
Change to Existing Minor

ACCOUNTING (444), ECONOMICS (445), ENTREPRENEURSHIP (473), FINANCE (446),
GENERAL BUSINESS (447), INTERNATIONAL BUSINESS (448), MANAGEMENT (449),
MARKETING (451), MANAGEMENT INFORMATION SYSTEMS (452)
BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION
Program Modification: Program Requirement Change

Program Requirement Change: Course requirement change

The Spears School of Business requests the course requirement changes to ensure that core requirements consistent across all Business Administration majors.

Discussion: Spears School of Business (SSB) will be glad to present changes to core requirements to the other colleges as needed.

INTERNATIONAL COMPETENCY, CERTIFICATE (489)
Program Deletion

The Spears School of Business requests the program deletion due to lack of student enrollment in the program.

MANAGEMENT, BSBA (449)
Program Modification: Program Requirement Change
and Other Degree Program Modification

The Spears School of Business requests the course requirement and other degree program modification changes to allow students to select additional options from the department.

Motion was made to accept all curriculum requests from the Spears School of Business and approved.

Graduate College

ENVIRONMENTAL SCIENCE, MS (091)
and
ENVIRONMENTAL SCIENCE, PHD (092)
Program Modification: Program Requirement Change

Degree Program Requirement Change: Removal of the Ecology prerequisite and the GRE requirement.

The Graduate College requests removal of the Ecology prerequisite as the course is part of the core curriculum. The removal of the GRE requirement is consistent with national trends in graduate education.

PLANT SCIENCE, PHD (033)
Program Modification: Program Requirement Change

Degree Program Requirement Change: Removing the MS requirement for the PhD program and reduction of total credit hours from 90 to 70.

The Graduate College requests removal of the MS requirement for the PhD program resulting in reduction of total credit hours toward graduation which allows for a more competitive doctoral program.

Motion was made to accept all curriculum requests from Graduate College and approved.

2. Bachelor of University Studies Assessment – Chris Ormsbee

C. Ormsbee suggested one assessment system for all of the BUS forms from each college. The OSRHE five-year review is now due, and C. Ormsbee agreed to create the assessment. She will bring the form draft to the 11-2-17 Instruction Council meeting. All Instruction Council members expressed their approval for the creation of one assessment form.

3. Degree Works and Ambiguous Degree Requirements, Continued – Celeste Taber

Motion was made and approved to accept the Degree Works and Ambiguous Degree Requirements standards proposed by the Office of the Registrar, effective with 2018-2019 degree plans.

4. UAR 3 .10 Implementation Discussion – Celeste Taber

To be discussed at the 11-2-17 Instruction Council meeting.

5. Reverse Transfer Update – Celeste Taber

To be discussed at the 11-2-17 Instruction Council meeting.

6. Effective Term or Changes to Minors – Celeste Taber

Clarification – changes to minors made after August 1st will need to wait until the following school year to become effective.

7. Certificate Program Student Participation in Commencement – Celeste Taber

Graduate Council has determined that graduate students receiving certificates will be included in graduate commencement and will be listed in the commencement program. What type of regalia will they be wearing?

For undergraduate commencement – do we include the certificate students and place them in the program? To be continued at the 11-2-17 Instruction Council meeting.

8. Other

- C. Ormsbee reminded members to submit names for the RFP Committee for evaluation of a new learning management software system - two faculty from each college, along with one undergraduate student and one graduate student.

- C. Ormsbee reported that the Institute for Teaching and Learning Excellence (ITLE) is in the process of developing a Peer Coaching program to support faculty teaching. This program is geared toward developing strategies for collecting data, helping faculty identify areas for growth, etc. Training for peer coaches is scheduled to begin January, 2018. She would like to see a nomination process developed that involves nominations by department heads. This program is not looking at a mentoring relationship but rather a coaching relationship. The primary purpose for this is to provide feedback to other faculty, not for an evaluation for tenure. The intent is to develop a cadre of faculty who can have a conversation about teaching. The peer coaching program discussion will be continued at the 11-2-17 Instruction Council meeting.

Meeting adjourned at 10:12 a.m.

Meeting minutes recorded by Kyndal Roark