

**INSTRUCTION COUNCIL
MINUTES
April 20, 2017
204 Whitehurst
9:00 a.m. – 10:30 a.m.**

In attendance: Barbara Bremer, Cynda Clary, Bruce Crauder, Bob Davis, Keith Garbutt, Diane Jones, James Knecht, Lance Millis, Shiretta Ownbey, Rita Peaster, Kyndal Roark, Celeste Taber, Candace Thrasher, Jean Van Delinder and Pamela Fry.

1. Curricular Requests

College of Education

**NURSING, BSN (414)
PROGRAM MODIFICATION: PROGRAM REQUIREMENT CHANGE**

Program Requirement Change: Course requirement change and degree requirement change. The request is to allow increasing the advanced standing credit for previously completed nursing college credits prior to entering the BSN program from 20 to 30 credit hours.

The College of Education requests the modification as the Oklahoma State University, Stillwater RN-BSN program seeks to provide an exemplary RN-BSN degree while remaining competitive with other statewide programs for application and admission of students. In seeking approval for the proposed changes, the program will maintain both high academic standards ensuring integrity, rigor and currency to meet professional and national standards.

Point of clarification – all OSU pre-nursing students will need to obtain their 2-year RN license elsewhere, possibly OSU-OKC, Okmulgee, Tulsa Community College or Northern Oklahoma College (NOC). The NOC RN program is not part of the OSU – NOC bridge program.

The nursing field is headed toward the requirement of a 4-year degree. Because of credentialing at certain (larger) hospitals, their administration is seeking RNs with BS degrees. Members expressed concern regarding the process of the 4-year nursing degree. The RN to BSN degree is the extent to which OSU – Stillwater campus can offer at this time. The College of Education, Admissions and Registrar's Office are all cognizant of and consistent with the messaging pertaining to the BSN offered.

Curricular request from the College of Education for program modification of Nursing, BSN was approved.

2. Advisor Registration Holds Added After Nonrestrictive Period for Special Student Populations – Rita Peaster

During the course of the Banner implementation, decisions were made to empower students with the task of self-registration online until the W drop deadline. A related decision was made to add a safeguard for specific student populations that would be at greater risk for negative consequences if they were allowed to change their class schedules after that free drop and add period. The populations identified were as follows:

- All new freshmen in their first semester
- All new undergraduate transfer students in their first semester
- All undergraduate and graduate international students,
- Concurrently enrolled high school students.

The decision was made to replace the advisor registration hold beginning on the seventh class day for these populations. Several graduate departments that had high populations of international students were surprised by this all-encompassing hold. Several of those departments assigned individuals to release all registration holds for their international graduate students. The original intent of the hold for student consultation for the international graduate student was ineffective. In light of this situation, the Registrar's Office spoke with the Graduate College and International Student and Scholars (ISS), and it was determined to remove those holds. ISS has developed their own system for monitoring international graduate students. IT is continuing work to develop a solution to change the registration holds to be term specific to avoid some of the current frustrations. After discussion it was determined that the advisor registration holds for special student populations would continue as follows:

- All new freshmen in their first semester
- All new undergraduate transfer students in their first semester
- All undergraduate international students
- Concurrently enrolled high school students

3. Proposed Changes to University Academic Regulation 3.11 – Double Majors and Minors Follow Up – Celeste Taber

Part of the proposed change is to make the policy more clear and to match how we refer to specific terms in Banner. *The 3.11 Double Majors and Minors current policy reads as follows:*

"A double major can be earned by satisfying the major degree requirements for the second major and any additional college/departmental requirements that aren't already met from the primary major's degree requirements."

The proposed change reads as follows:

"A double major can be earned by satisfying the primary major's degree requirements and the major requirements for the second major plus any additional college/departmental requirements from the second major degree plan as deemed appropriate by the college home of the second major."

There was discussion pertaining to certain General Education (GenEd) classes that were actual requirements for the college but listed in the GenEd section, for example Agricultural Economics. The GenEd section of AGEC asterisks with "College or Departmental requirements that meet GE requirement." With a second degree the student has to fulfill every requirement of both degrees in at least 150 credit hours, which is an institutional policy, not a state policy. B. Davis proposed that we drop the required additional 30 hours. This topic will be discussed at the following IC meeting.

Currently, Registrar's Office is focusing their efforts on processing all degrees through Degree Audit. The complexity of our systems may prohibit the use of using Degree Audit to verify second majors. C. Taber will email revised language with document to be discussed further at the May 4, 2017 Instruction Council meeting.

4. Other

- The tentative Welcome Week 2017 Schedule by Missy Wikle was discussed at Directors of Student Academic Services (DSAS) meeting 4/19/17. P. Fry encouraged IC members to review the Welcome Week schedule for changes / corrections. The tentative schedule will be emailed to all IC members. Also noted was the compiling of the new student orientation and enrollment information into one publication. This information will be available on the Welcome Week website, as well as in hard copy. In terms of cost there was expressed concern regarding the effectiveness of a document of this size.
- OSU & NOC Corequisite / Remediation Advisor Guide for MATH and ENGL courses, 2017 – 2018 will be emailed to all IC members after changes are made by Amy Martindale. Special notice - NOC is still requiring students to take the OSU Math Placement attempt.
- C. Clary questioned IC members regarding any knowledge of NOC requiring signed trial studies from the advisors of OSU students who wish to take a regular NOC course. Keila Manos, Associate Registrar, will be looking into the matter with NOC Registrar. Other IC members had heard of this requirement through their students, but no one was aware of this NOC requirement. An NOC representative will be on the OSU campus during New Student Orientation for those students who need to enroll in NOC corequisite courses. Something to note – the UNIV courses are transcribed as NOC courses but enrolled through Banner.
- Guide to Entry Level Placement Assessment (ELPA) will be emailed to all IC members.

- The Director of Pre-Professional Academic Support Services position has been posted. This individual will be centrally located in the University College office. This person will manage the pre-health consultation for OSU. Tentative plans are to identify a current advisor and buy out part of that person's time to perform the pre-law consultation piece of this pre-professional service. That staff member will report the pre-law portion of their position to this Director. Eventually we would like to identify an advisor to buy out some time for allied health in an effort to start building the infrastructure for increased consultation specific to allied health.
- Reminder - Undergraduate Research Symposium – April 21st - 3-4pm poster browsing in Student Union Ballroom for Freshmen Research Scholars and Wentz Recipients; 4-5pm program and presentation of awards. A list of participating students within the particular colleges was sent to each college.
- University Network on Community Engagement (UNCE) will be presenting undergraduate research as it connects to community engagement at their April meeting. Several students from the Undergraduate Research Symposium will be selected to present at the April UNCE meeting, Thursday, April 27, 2017.
- J. Knecht with University Assessment and Testing announced that Course Evaluations – Student Surveys of Instructions open on Monday, April 24, 2017. He prompted IC members to encourage faculty to provide the students with class time to complete the SSI. History indicates that allowing students class time to complete the SSI has proven productive for faculty. All honors classes will be joining the survey, as well as Center for Health Sciences courses.

Meeting adjourned 9:57 a.m.

Minutes were recorded by Kyndal Roark