

INSTRUCTION COUNCIL

MINUTES

November 1, 2018
204 Whitehurst
9:00 a.m. – 10:30 a.m.

In attendance: Laurie Beets, Laura Belmonte, Bruce Benjamin, Ryan Chung, Cynda Clary, Leslie Evans, Richard Frohock, Amy Harrison, Pei Shan Ho, Susan Johnson, Diane Jones, Marlys Mason, Christine Ormsbee, Shiretta Ownbey, Eric Polak, Kyndal Roark, Chris Ross, Adrienne Sanogo, Randy Seitsinger, Candace Thrasher, Jean Van Delinder and Pamela Fry, Chair.

1. **George Kaiser Family Foundation Summer Intern Program – GKFF Team**

Monica Basu and Gina McNally joined Instruction Council (IC) via Skype to present the GKFF Summer Intern Program. P. Fry felt that our associate deans would be the best group to discuss the promotion of the summer intern program. There has been great partnership between OSU and GKFF for many years. GKFF has a robust summer internship program, Summer Impact Program, with the following benefits:

- College students working in various nonprofit agencies
- Great experience – opens eyes to many social and educational issues
- Great opportunity for sophomores and juniors who have the ability to reside in Tulsa for the paid ten-week internship (\$12 per hour – starting Tuesday after Memorial Day)
- Specific areas
 - Literature
 - Education
 - Sociology
 - Psychology
 - Marketing
 - Graphic Design
 - Public Relations
 - Urban Planning
 - Publishing/Editorial
 - Photography/Videography
 - Journalism
 - Criminal Justice
 - Pre-med
 - Communications
 - Women Gender Studies
 - Social Justice
 - Public Health
 - Early Childhood Education
 - Accounting/Finance
 - Social Work
 - Cultural Studies
 - Behavioral Health

- Hiring process will take place sometime between January and February
- M. Mason mentioned the Spears School of Business nonprofit management certificate might work well with this internship

2. Curriculum Requests:

College of Arts & Sciences

RELIGIOUS STUDIES, MINOR Change to Existing Minor

Tabled at Instruction Council on 10/18/18. R. Frohock questioned principles behind the selection of courses included for this minor. After considerable discussion, it was determined that additional courses could be petitions to be added as options for this minor.

Motion was made to accept the above-mentioned College of Arts and Sciences curriculum request, and approved.

College of Engineering, Architecture and Technology

EMERGENCY MANAGEMENT, MINOR Change to Existing Minor

HOMELAND SECURITY SCIENCE & TECHNOLOGY, MINOR Change to Existing Minor

MECHATRONIC ENGINEERING TECHNOLOGY FOR EET STUDENTS, MINOR New

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NUCLEAR ENGINEERING, MINOR Change to Existing Minor

SAFETY AND EXPOSURE SCIENCES, MINOR Change to Existing Minor

Motion was made to accept the above-mentioned College of Engineering, Architecture and Technology curriculum requests, and approved.

Spears School of Business

MARKETING, BSBA (451) Program Modification: Option Additions

Option Additions: Marketing Research and Analytics, Personal Selling and Sales Management, and Marketing Communications

The Spears School of Business requests the option additions to provide relevant content and career direction for students interested in marketing research and analytics, sales, and promotion.

Option Additions for Marketing Research and Analytics, and Personal Selling and Sales Management were approved by Instruction Council on 10/18/18. Option Addition for Marketing Communications was tabled at Instruction Council on 10/18/18.

After further discussions with the department head who explained that recruiters are recommending the term “marketing communications” as an effective way to market these students, all IC members were in agreement.

Motion was made to accept the above-mentioned Spears School of Business curriculum request, and approved.

Center for Health Sciences

PHYSICIAN ASSISTANT STUDIES, MS New Program

The Center for Health Sciences proposes a new program in Physician Assistant Studies to meet the need of Oklahoma’s medical professional shortage, especially in rural and underserved areas.

Because the budget for this proposal has not been finalized, the proposal is not available for review by IC members at this time. However, B. Benjamin wanted to discuss this program with IC prior to their reviewing of the proposal. He mentioned the block tuition challenge, converting to hourly rate in an effort to be completely transparent. A. Harrison detailed the PA program:

- Split into two phases didactic phase (on campus) and clinical portion – 128 credit hours – consistent with national average
- Seeking accreditation thru Accreditation Review Commission on Education for the Physician Assistant, Inc.
- Tuition will be considered by term \$6300 per term with three terms per year. The full program will run 8 terms
- This is a master’s program - there is no doctorate for Physician Assistant. A Harrison reported that the PA coalition will not be asking for independence – this program is designed to practice with physicians – a team approach
- This program is being processed thru the Graduate College. The enrollment piece for the didactic year is 60 credit hours, and CHS is trying to translate something that is very different into a format that is understood by OSU. The demand for this program is quite high, with the first year estimated enrollment of 15 students, and by year five enrolling 60 students
- Early admits have not been discussed at this time
- Anticipated start date – June, 2021
- Approval at institution level is needed, followed by submitting application to accreditation body. The earliest possible site visit is June 2020 and we are not allowed to start for 4 months
- Proposal for IC will be distributed via email vote

Via email vote - motion was made to accept the above-mentioned Center for Health Sciences Physician Assistant Studies, MS program, and approved.

3. CVHS Requested Changes to Grade Appeals Policy – Margi Gilmour (Chris Ross)

C. Ross requested that IC table this item. He clarified that the most pressing issue of this policy is to open it to clinical track faculty, which is important to the College of Veterinarian Medicine (CVM) because its department is up to half clinical track faculty.

In addition, it is important to note that CVM has a lockstep curriculum – no mixing of programs beyond the first day. If a student stumbles in a class and appeals a grade, the issue has to be very quickly resolved. Otherwise, progression is difficult. CVM has their own grade appeals process, and to ask the campus to follow CVM is like the tail wagging the dogs.

4. Other

- P. Fry announced that conversations about the transfer portal software continue with Bridget Miller, Joe Weaver, Admissions, Registrar and IT
- Retention efforts:
 - C. Clary announced that the OSU Retention Committee has been approved for an undergraduate retention conference on March 6, 2019. R. Seitsinger is reviewing the draft of the call for proposals for presentations and posters. More information will be shared when it is available. C. Hawkins will be a presenter on retention data at OSU and how we learn more about it. Linda Martin, University of Tennessee System, will be speaking on practical vision. There will be three awards for faculty, staff and program recognition.
 - Retention focus has included not only freshmen at 20% but also sophomores at 8.5%. The influx of transfer students adds to the number of junior enrollment
 - P. Fry announced that the new rankings in Military Times listed OSU as 54th in the nation
 - L Beets reminded IC members that freshmen bring in scholarships – one-time money – awarded from home towns that run out by sophomore year, which contributes to the lack of retention
 - C. Clary announced that the February Kamm Lecture is John Gardner with Gardner Institute, focusing on retention

Meeting was adjourned at 9:57 a.m.

Minutes were recorded by Kyndal Roark