

INSTRUCTION COUNCIL

MINUTES

June 21, 2018
204 Whitehurst
9:00 a.m. – 10:30 a.m.

In attendance: Laurie Beets, Ryan Chung, Bruce Crauder, Brenda Dawes, Richard Frohock, Darlene Hightower, Kelva Hunger, Susan Johnson, Diane Jones, Marlys Mason, Shiretta Ownbey, Rita Peaster, Kyndal Roark, Shane Robinson, Adrienne Sanogo, Randy Seitsinger, Brenda Smith, Candace Thrasher, Deb VanOverbeke and Pamela Fry, Chair.

1. Qualtrics Update – Darlene Hightower

D. Hightower reported that Qualtrics is now under one license. Academic colleges that have “add-ons” are invoiced separately. A centralized enterprise license with Qualtrics was discussed for the non-academic units on campus. Instruction Council (IC) members wanted to verify that the cost of the enterprise license would be distributed fairly across colleges. Currently the colleges pay a cumulative total fee of \$47,750 for their license and add-ons. The non-academic units enterprise license would be an additional \$22,250. IC members were assured that our total fee of \$70,000 was a reasonable fee.

2. Curriculum Requests:

Informational Item Only:

Course Deactivations:

CHEM 1413 – Inquiry-Based Chemistry

CHEM 4020 – Modern Methods of Chemistry Analysis

College of Arts and Sciences

PSYCHOLOGY, BA (257)

Program Modification: Option Addition

Option Addition: Business Essentials

The College of Arts and Sciences requests the option addition to provide students with an interest in business-related careers or graduate study a path to complete essential business courses.

PSYCHOLOGY, BS (176)

Program Modification: Option Addition

Option Addition: (1) Pre-Occupational Therapy and (2) Pre-Physical Therapy

The College of Arts and Sciences requests the option additions to prepare students in meeting pre-requisites for professional schools in Occupational Therapy and Physical Therapy.

PHYSICS, MS (162)
Program Modification: Option Deletion

Option Deletion: Medical Physics

The College of Arts and Sciences requests the option deletion due to an insufficient number of faculty to maintain the program. Current students are graduating, transferring to a different option, or transferring to another institution.

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

College of Education, Health and Aviation

CAREER AND TECHNICAL EDUCATION, BS (196)
Program Modification: Other Degree Program Modification

Other Degree Program Modification: Remove emphases in: (1) Marketing Education and (2) Technology Education

The College of Education, Health and Aviation proposes the degree program modification as the demand for the emphasis areas has decreased, and no completers have finished in the emphases in over eight years.

EDUCATIONAL LEADERSHIP AND POLICY STUDIES, PHD (461)
Option: Higher Education (435)
Program Modification: Program Requirement Change

Program requirement change: Course requirement change and decrease in total credit hours from 72 to 63.

The College of Education, Health and Aviation requests the change after an analysis of comparable PhD programs. The proposed change will streamline degree requirements to 63 hours and increase competitiveness with programs at peer institutions.

EDUCATIONAL LEADERSHIP STUDIES, MS (437)
Option: College Student Development (330)
Program Modification: Program Requirement Change

Program requirement change: Course requirement change and decrease in total credit hours from 42 to 36.

The College of Education, Health and Aviation requests the change based on national recruiting experiences and student feedback. The proposed change will streamline degree requirements and increase competitiveness with programs at other institutions.

EFFECTIVE TEACHING IN SECONDARY SCHOOLS, GRADUATE CERTIFICATE
New Program

The College of Education, Health and Aviation proposes a graduate certificate to provide students a path to complete the professional development requirements for alternatively-certified teachers through the Oklahoma State Department of Education. The program is designed for professionals who hold alternative or emergency

teacher certification in Secondary English, Mathematics, Science, Social Studies, or Agriculture. Students who do not have a master's degree may apply the courses in the certificate program towards the MS in Teaching, Learning, and Leadership, Elementary, Middle and Secondary K12 option.

ELEMENTARY MATHEMATICS SPECIALIST, GRADUATE CERTIFICATE
New Program

The College of Education, Health and Aviation proposes a graduate certificate to provide students a path to complete requirements for the Elementary Mathematics Specialist add-on certification through the Oklahoma State Department of Education. This program is designed for students who hold initial teacher certification. Students who do not have a master's degree may apply the courses in the certificate program towards the MS in Teaching, Learning, and Leadership Mathematics/Science Education option.

RECREATION AND LEISURE MANAGEMENT, GRADUATE CERTIFICATE
New Program

The College of Education, Health and Aviation proposes a graduate certificate designed to be a short-term, 12-hour certificate for students to acquire skills useful in a variety of occupational settings in the recreation/leisure field. The proposed graduate certificate allows individuals to redirect careers into the recreation/leisure field and to enhance professional development of the long-term practitioner.

STATISTICAL METHODS AND ANALYSES IN EDUCATIONAL AND BEHAVIORAL SCIENCES,
GRADUATE CERTIFICATE
New Program

The College of Education, Health and Aviation proposes a graduate certificate designed for students who desire additional knowledge and skills necessary to conduct research studies that involve data analysis, quantitative reasoning, use of data, and knowledge of statistical methods. The certificate enables students to gain a critical understanding of key statistical methods and analyses. Educational systems at the state, district, and local levels need professionals with knowledge of statistical methods to use and interpret data.

TEACHING, LEARNING, AND LEADERSHIP, MS (057)
Option: Special Education (185)
Program Modification: Program Requirement Change

Program requirement change: Course requirement change

The College of Education, Health and Aviation requests the course requirement changes based on a curriculum redesign that focuses on classroom and behavior management. The proposed changes will meet the needs of educational professionals in Oklahoma by providing coursework, which enables teachers to make data-based decisions that are best for students both academically and behaviorally.

Motion was made to accept the above-mentioned College of Education, Health and Aviation curriculum requests, and approved, pending further clarification between the terms certificate and certification.

APPAREL DESIGN AND PRODUCTION, MINOR
Change in Minor

Changes Include: 1) Total credit hours increasing from 25 to 27; 2) No new courses were added, this change reflects an increase in credit hours: DHM 2203 to 2204 and 3013 to 3314, approved for Fall 2018.

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

3. **Student Satisfaction Survey – Ryan Chung**

Refer to the OSU University Assessment and Testing 2018 Student Satisfaction Survey Report document. R. Chung stated that there have been approximately 8000 survey responses. There were over 6000 open-ended comments submitted that were reviewed and categorized by K. Hunger. The information will be available online (SAS – Visual Analytics) to members of Council of Deans and IC and the data report is available for further breakdown by variables such as colleges, gender, on/off campus, classification, campuses, ethnicity, etc. UAT will be happy to assist with further analysis. Undergraduate advising was discussed with a high approval rating of 77 percent overall and a satisfaction breakdown as follows: Freshman – 82.4%; Sophomores – 80.5%; Juniors – 76.8%; Seniors – 73.2%. For more detailed information, please feel free to contact UAT. Also discussed was the positive student satisfaction rate with intellectual growth at OSU and their sense of belonging.

Comments regarding the survey:

- The significant advising approval from the freshman cohort could be utilized with retention efforts.
- Best Practices indicate that the satisfaction survey should be submitted for 2-3 consecutive years.
- Results from this survey should be distributed through OSU Communications.
- Some sort of incentive (gift card) should be considered.

4. **Other**

- a. **P. Fry** announced that the OSU-TUL transfer website was recently launched – <https://tulsa.okstate.edu/transfer> . Representatives from OSU-TUL met with advisors from Tulsa Community College (TCC) to discuss transfer maps. The importance of placing these maps into the hands of the students was discussed. P. Fry encouraged all IC members to review the transfer map website for corrections / changes. She also thanked the members for their assistance with the information that was gathered for the creation of this website. P. Fry also stated that Northern Oklahoma College (NOC) has shown interest in creating additional transfer maps. Amy Cole-Smith, OSU Director of Transfer and Veteran Services, has been expanding the NOC / OSU transfer initiative.
- b. **P. Fry** announced that TCC reported 57 reverse transfer degrees for students with OSU credit hours this last year. She thanked the IC members for their help with this process.
- c. **P. Fry** reminded IC members of the OSU-TUL department heads meeting July 12, 2018 from 12:00 – 1:45 in 412 Student Union.
- d. **R. Chung** reminded IC members that the Parent / Guardian Survey will be emailed at the end of June, along with a cover letter from President Hargis. Reminder – information will not be linked to the student.
- e. **D. VanOverbeke** reported an interesting trend from the CASNR Living Learning residents. A significant number of first time / full time freshman students are securing 60+ college credit hours and associate degrees prior to high school graduation. These students are often not prepared for the rigorous upper division college coursework. Her preliminary findings were as follows:

	Fall, 2017 – OSU GPA		Spring, 2018 – OSU GPA	
Credit Hours (Concurrent)	2-yr institution	2-yr institution	4-yr institution	4-yr institution
40-60	2.9 GPA	1.92 GPA	2.5 GPA	
25-35	3.7 GPA	3.1 GPA	3.68 GPA	
3-9	3.4 GPA	3.1 GPA	2.67 GPA	

- Other academic colleges expressed their interest in this study for their students as well.
 - There was discussion to consider gateway courses for student preparedness.
 - These concurrent students may be more conducive to flow directly into our masters programs or second bachelors degrees due to their age at graduation (age 20).
- f. **R. Frohock** informed IC members that Honors is offering one-hour add-on courses for students who have already completed some requirements before attending OSU. The practical side to these courses is to allow the students to receive 1-hour honors credit for the classes they took elsewhere. The academic side is that at least 1 hour per week these students will be tutored by Honors instructors on whatever specific subject the add-on class is offering.

Meeting adjourned at 10:10 a.m.

Minutes were recorded by Kyndal Roark