

INSTRUCTION COUNCIL

MINUTES

Thursday, June 20, 2019

204 WH

9:00 a.m. – 10:30 a.m.

In attendance: Laurie Beets, Chad Blew, Aaron Christensen, Ryan Chung, Cynda Clary, Richard Frohock, Jami Fullerton, Margi Gilmour, Jeff Hartman, Susan Johnson, Diane Jones, Marlys Mason, Jeanette Mendez, Lance Millis, Shiretta Ownbey, Rita Peaster, Kyndal Roark, Adrienne Sanogo, Candace Thrasher, Jean Van Delinder, Tom Wikle and Gary Sandefur, Chair

1. Curriculum Requests:

College of Agricultural Sciences and Natural Resources

AGRICULTURAL EDUCATION, MS, 008 Program Modification: Change of Program Name

Change of Program Name: From Agricultural Education to Agricultural Education and Leadership

The College of Agricultural Sciences and Natural Resources requests the program name change to reflect the scope of the degree.

Motion was made to accept the above-mentioned College of Agricultural Sciences and Natural Resources, Agricultural Education and Leadership, MS program modification, and approved.

College of Arts and Sciences

PLANT SCIENCE, PHD, 033 Program Modification: Change of Program Name

Change of Program Name: From Plant Science to Plant Biology

The College of Arts and Sciences requests the program name change to align the degree with the department name and reduce confusion with the Plant and Soil Sciences Ph.D. program.

Motion was made to accept the above-mentioned College of Arts and Sciences, Plant Biology, PhD program modification, and approved.

Spears School of Business

GENERAL BUSINESS, BSBA, 447 Program Modification: Program Requirement Change

Program Requirement Change: Course Requirement Change

The Spears School of Business requests the changes to remove an outdated requirement from the 3+3 Law Program plan.

**MANAGEMENT, MINOR
Change to Existing Minor**

**MANAGEMENT, BSBA, 449
Program Modification: Program Requirement Change**

Program Requirement Change: Course Requirement Change

The Spears School of Business requests the course requirement changes to provide students with more relevant Management-related coursework. The option in Non-Profit Management requests to change the spelling of the option name to Nonprofit Management to align with changes made to the course titles and the minor.

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

College of Education, Health and Aviation

**HEALTH AND HUMAN PERFORMANCE, MS, 117
Program Modification: Option Addition**

Option Addition: Sports and Coaching Science

The College of Education, Health and Aviation requests the option addition to prepare future scholars, practitioners, and leaders in the field of sports coaching.

Motion was made to accept the above-mentioned College of Education, Health and Aviation, Health and Human Performance, MS program modification, and approved.

College of Engineering, Architecture and Technology

**ENVIRONMENTAL ENGINEERING, MS, 029
Program Suspension**

The College of Engineering, Architecture and Technology requests the program suspension due to a low student enrollment.

Motion was made to accept the above-mentioned College of Engineering, Architecture and Technology, Environmental Engineering, MS program suspension, and approved.

University College

**UNDERGRADUATE RESEARCH, UNDERGRADUATE CERTIFICATE
New Program**

The University College requests a campus-wide undergraduate certificate to encourage more students to conduct research throughout their undergraduate career. The certificate will serve as an academic credential to convey research experience to potential graduate schools and employers.

Discussion: This certificate was brought before Instruction Council (IC) 7-19-18 by the College of Arts and Sciences. The decision was made to develop a university-wide undergraduate research certificate. R. Peaster

requested that this program be placed in Academic Affairs with a dean's approval to possibly be more in line with the Bachelor of University Studies program protocol. She also mentioned that because the requirements for this certificate are vague – no actual courses listed – the degree audit will require an exception for every course that the student takes. A list of possible courses would make the degree audit more functional. S. Johnson also requested that this certificate be approved for OSU-Tulsa campus as well.

Motion was made to accept the above-mentioned University College Undergraduate Research, Undergraduate Certificate new program, with the following changes: move program from University College to Academic Affairs, offer program at OSU-Tulsa as well as OSU-STW and create a list of courses to be submitted for degree audit. Motion was approved.

College of Veterinary Health Sciences

VETERINARY BIOMEDICAL SCIENCES, MS, 202 Program Modification: Change of Program Name

Change of Program Name: From Veterinary Biomedical Sciences to Comparative Biomedical Sciences

The College of Veterinary Health Sciences requests the program name change to incorporate the range of research that occurs in the program, align the program name with that of peer institutions, and assist with student recruitment.

VETERINARY BIOMEDICAL SCIENCES, PHD, 203 Program Modification: Change of Program Name

Change of Program Name: From Veterinary Biomedical Sciences to Comparative Biomedical Sciences

The College of Veterinary Health Sciences requests the program name change to incorporate the range of research that occurs in the program, align the program name with that of peer institutions, and assist with student recruitment.

Motion was made to accept the above-mentioned College of Veterinary Health Sciences program modifications, and approved.

2. Link to the Writing Center on Canvas Navigation Bar – Gary Sandefur

G. Sandefur requested that a link to the Writing Center be added to the Canvas Navigation Bar. Instruction Council (IC) members indicated they were in support of this request.

3. Curricular Analytics, CASNR – Cynda Clary

Curricular Analytics is a tool that measures the complexity of specific degree programs. Several months ago G. Sandefur encouraged individuals in each college to begin using it on a trial basis. C. Clary explained that CASNR has been utilizing this system with several of their degree programs. This process is quite interesting because it clearly reveals what courses are the program's gateway courses. Refer to the NREM and Horticulture Turf degree analysis documents. Curricular complexity is measured by 1) inter-relationships between courses and 2) blocking. This system can give you a good idea of which courses may cause barriers – most impact on a student being able to move thru a degree in a timely fashion with academic success. Departments can analyze the problem areas and develop strategies for coping with the barriers. In summary, C. Clary feels that this system would be very helpful if endorsed.

G. Sandefur added that this tool would work well with the Association of Public Land-grant Universities (APLU) project land grant cluster. They plan to compare the same degrees across colleges to see if what can be learned from one another about how degree programs are developed.

4. **Proposed Updates to BUS Degree Plan of Study Submission – Rita Peaster**

Refer to the Updates to Bachelor of University Studies Plan of Study Submission Process document. In general, degree audit personnel is looking to see that the following is received: a detailed plan of study, the student's signature and that the total numbers of credit hours not to exceed 157 hours. The main concern with this update was the allowance for concurrent declaration of a second degree. Directors of Student Academic Services (DSAS) approved these updates as of June 19, 2019. R. Peaster expressed her concern that once the concurrent declaration is implemented it would encourage declaration of BUS degree to ensure that all courses are federal aid applicable. C. Blew clarified that once the BUS is earned the student who is seeking an additional degree will continue to be eligible for federal student loans only (not grants).

Motion was made to accept the following updates to the Bachelor of University Studies policy:

- 1. Require the student's signature on the POS form, or via a separate attachment (e.g. email) where the student acknowledgement verbiage is clearly included with the student's consent.***
- 2. Establish a maximum BUS degree plan credit hour limit of 157 hours, using total hours from our recognized five-year baccalaureate degree programs as a guide for the upper limit:***
 - a. Bachelor of Architecture – 154 hours***
 - b. Bachelor of Architectural Engineering – 157 hours***
 - c. Bachelor of Landscape Architecture – 150 hours***
- 3. Enforce submission of a Degree Works audit reflecting a complete plan of study with the signed POS form. The Registrar's Office will record receipt of a complete POS in Banner using a non-course requirement, and the degree audit scribe will be updated to incorporate this requirement.***
- 4. Provide new optional resources from the Registrar's Office to assist colleges with BUS POS creation in the form of (a) assistance with BUS student attribute maintenance, (b) adjusting other aspects of the Degree Works audit to account for a unique total hour limit, and (c) generating and imaging the Degree Works audit at the time of POS approval.***
- 5. Allow concurrent declaration of a BUS degree with another baccalaureate degree, and update the student acknowledgement section of the POS form to clarify conditions for earning a BUS degree with another baccalaureate degree in accordance with University Academic Regulation 3.10 Second Baccalaureate Degree: "... The Bachelor of University Studies cannot be earned as a second or concurrent OSU baccalaureate degree."***

Motion was approved.

5. **Other**

- a. It was brought to G. Sandefur's attention that several OSU students have adopted a practice of accepting summer internships but not enrolling in the internship course until the fall semester so that they could take advantage of the block tuition rate. This practice is in violation of federal aid policies, as well as academic policies.
- b. OSU is part of the Association of Public and Land-grant Universities (APLU) cluster, and they are investigating a type of adaptive courseware where the student is assessed as the course progresses, and instruction is adjusted accordingly – personalized instruction. A. Sanogo explained that this type of teaching is prevalent in K-12 settings but not proven to be effective.
- c. Laurie Beets informed IC members that her office is preparing to revamp the tuition and fee estimator on the Bursar website. They are hoping to have the changes in place by July.

Meeting was adjourned at 9:45 a.m.

Minutes were recorded by Kyndal Roark