

INSTRUCTION COUNCIL

MINUTES

Thursday, February 6, 2020

204 Whitehurst

9:00 a.m. – 10:30 a.m.

In attendance: Laurie Beets, Bruce Benjamin, Aaron Christensen, Kathy Essmiller, Jami Fullerton, Margi Gilmour, Jeff Hartman, Ebonie Hill, Susan Johnson, Diane Jones, James Knecht, Marlys Mason, Carol Moder, Christine Ormsbee, Shiretta Ownbey, Rita Peaster, Kyndal Roark, Joe Schatzer, Randy Seitsinger, Jean Van Delinder, Missy Wikle, Tom Wikle, Matt Upson and Jeanette Mendez, Chair.

1. Doel Reed Update – Carol Moder

The Doel Reed Center in Taos, New Mexico, has been in operation for ten years, and C. Moder explained that they are interested in encouraging a broader use of the property and more participation across the University. The Doel Reed Center's mission is to extend outreach into New Mexico to present a multi-disciplinary approach to teaching, research and outreach. (Doel Reed was head of the Art Department at OSU for 30 years before retiring to Taos in the 1950s. Reed's daughter gifted the property to OSU in 2006.) Academic programs are offered primarily in the summer months, but January writing workshops are also offered through the Office of Undergraduate Research and Scholar Development. A call for summer courses is typically submitted in early fall prior. The courses are two weeks in length. The Center is looking for instructors to make use of the environment as a venue for the class and to provide a hands-on experiential course. Faculty salary and travel is provided by the Doel Reed Center. Currently there are scholarships funded by endowment donations. Any full-time student at OSU who has a 3.0 GPA is eligible to apply. The Center funds most of the students attending. This is a good opportunity for the students because the Taos environment is culturally very different from Oklahoma. Many students who may not be able to afford to study abroad can take advantage of the cultural diversity of Taos. Housing for the students is arranged through the Sage Brush Inn. Transportation is not provided.

2020 Course Offerings:

- DHM 3423: Styling for Merchandisers
- English 4080 / 6270: Narratives of Identity: Language, Community & Place
- Art 4450: Motion Design Studio: New Mexico as an Inspiration for Motion Design
- Leisure Learning

In the past Sociology and Geography courses have been offered as well.

The visiting artists and scholars' program is designed in conjunction with the courses. These artists and scholars (chosen from a national pool) attend the summer courses to offer training to students, followed by a visit to the OSU campus the following fall semester.

The Hargis Fellow is offered to an OSU faculty member for a 2-4 weeks residency. The fellow can perform their own creative and scholarly work with the understanding that they submit a proposal for the Doel Reed Center for the following year. Housing is provided for faculty.

Leisure learning courses are offered in July for adult continuing education purposes. These courses can also be offered by OSU faculty.

For further information, please visit the Doel Reed website <https://go.okstate.edu/about-osu/arts-at-osu/doel-reed/>

2. Open Education Resources – Kathy Essmiller & Matt Upson, OSU Library

M. Upson, Associate Dean Edmon Low Library, gave an update to IC members regarding Open Education. Faculty Council recommended that the Library make efforts to increase OSU's advocacy on campus and provide some incentives for instructors who adopt open educational resources. A working group was created to plan opportunities and collaborations.

Open Education basically refers to open textbooks – a significant cost saving measure for students. The Library has access to thousands of free textbooks that have been created by faculty from around the world. Not only are they digital but some also have availability for print. These books do not have copyright boundaries. They can be adapted.

The Library has been experimenting with this process over the last few years and assisting faculty with developing their own textbooks. Feedback from the students has been very positive. M. Upson informed IC members that he would be happy to visit with individual departments to explain the process in more detail if needed.

K. Essmiller, Open Educational Resources Librarian, explained that faculty can create their own resource from bits and pieces of other open textbooks and can facilitate pedagogy. In the past, the Library has offered grants to support faculty in this endeavor – flipping their for-purchase textbooks to open textbooks. They currently have a grant writer to assist faculty who wish to develop their ideas for an open textbook resource, as well as a team of instructional designers with a deep understanding of the open movement.

Students can interact with the textbook online and can export it in a variety of file types. Provost Gary Sandefur advocates for the inclusion of and consideration of modification and creation of open educational resources as scholarly work, retention and promotion.

For more information please visit the following sites:

<https://open.umn.edu/opentextbooks/>

<http://info.library.okstate.edu/open>

3. General Education Instruction Requirements – Tom Wikle

“Do you really know what’s going on in your GENED courses?” T. Wikle

Over the past several months T. Wikle gathered information on GENED courses taught by adjuncts, graduate students and new faculty. In many cases the faculty do not always know about GENED requirements associated with the courses they are teaching. Discussion involving the GENED requirements revealed the following ideas:

- Communication from Dean or Provost to **all** instructors of record who teach GENED courses with a link to the GENED requirements. It is important that all GENED courses are encompassing the GENED requirements.
- Specification at department level to faculty which courses carry the GENED designation
- Communicating to department heads that while in the review process they hold faculty accountable to fulfilling these GENED requirements

4. Registration Working Group Recommendations – Rita Peaster

Returning to the proposed policy revisions from the 1-16-20 Instruction Council meeting after being presented at 1-22-20 DSAS meeting, the following recommendations are listed:

1. *Reference late enrollment petition process in OSU policy, and update late enrollment form to increase clarity*
2. *Delay assignment of automatic W grade for dropped classes until after 10th class day (retain all other aspects of the restrictive drop/add period).*
3. *Allow W/F period (weeks 13-14) to be used for individual class drops as well as complete withdrawals.*
4. *Consolidate coordination of retroactive drop and refund petition processes.*
5. *Develop an online enrollment cancellation/withdrawal system with automated workflow for approvals; then no longer allow students to drop last class online through nonrestrictive drop period.*
6. *Provide the retroactive drop committee the authority to approve an automatic “W” grade when the student’s exceptional circumstances occur after the automatic “W” drop period.*

DSAS was in complete support of the policy changes. R. Peaster added that Faculty Council Academic Policy and Standards Committee has reviewed the proposed changes as well. They were in support of all changes with the exception of item number 6, which they are still reviewing.

Motion was made to accept the above changes to OSU Policy 2-0206, and approved.

5. Expedited Degree Award Update and Next Steps With Degree Completion Milestones – Rita Peaster

The expedited degree award process first implemented in spring 2019 for undergraduates continues to see improvement. We awarded 1,034 fall undergraduate degrees on Friday, December 20 – the first day the fall term was in history and before the University closed for winter break. As of the next business day (Jan. 2) we had awarded degrees for 82% of all undergraduates who had applied to graduate in December.

IT has prepared a report combining data from Degree Works with Banner and allows us to quickly identify students who have met 100% of their degree requirements and who have applied to graduate this semester. After college verification, the Registrar’s Office uses automated processes that enable awarding degrees for large groups of students at one time.

We also have the ability to combine Degree Works and Banner data for purposes beyond final degree clearance to possibly shorten the time to degree, increase graduation rates, and potentially have other positive impacts on student success.

Possible Scenarios to Use Combination of Degree Works and Banner Data for Student Success

Scenario	Degree Requirements 100% Complete	On Track to Graduate End of Term (Upon Successful Completion of Enrolled Coursework) 98% or more	Applied to Graduate for Current Term	Other Degree Completion Milestone (e.g. 50% complete)	When to Identify?	Purpose of Communication
1	Y	-	N	-	Before degree posting deadline	Encourage students to apply for graduation
2	N	Y	N	-	Early in term	Encourage students to apply for graduation
3	N	N	Y	-	Before drop/add deadline	Encourage student to consult adviser and modify current term enrollment; shorten student path to graduate
4	N	N	N	Y	Early in term	Encourage & congratulate students on their academic success; increase persistence

The Registrar's Office is proposing the formation of a working group to examine the data, identify actionable scenarios to address, consider ideal timing, and propose next steps for developing a comprehensive student completion communications plan.

IC members recommended representation from each of their colleges, preferably by their DSAS representative. L. Beets added that it would be helpful for representation from the Bursar's Office due to their extended payment arrangements offered to potential graduates. J. Mendez will also attend. R. Peaster will present this topic to DSAS for discussion and to refine the working group.

6. Curricular Requests

(Tabled Courses)

College of Engineering, Architecture and Technology

<u>NEW COURSES</u>						
--------------------	--	--	--	--	--	--

	ARCH 2890 (This course replaces the tabled courses below)	Honors for Topics in Architecture			Honors Topics course to be used as an Add on for students concurrently enrolled in other ARCH courses, or can be used as a standalone course. Enrichment experiences to enhance the understanding of Architectural design.	New
Tabled Courses to be withdrawn						
	ARCH 2004		Honors for Architecture and Society		Prerequisite(s): Co-requisite enrollment with ARCH 2003. Honors Add-on for students concurrently enrolled in ARCH 2003 Architecture and Society. Enrichment experiences to enhance the understanding of Architectural design.	Withdraw
	ARCH 2111		Honors for Introduction to Architecture		Prerequisite(s): Co-requisite enrollment with ARCH 1112. Honors Add-on for students concurrently enrolled in ARCH 2111 Introduction to Architecture. Enrichment experiences to enhance the understanding of Architectural design.	Withdraw
	ARCH 2211		Honors for Design Studio I		Prerequisite(s): Co-requisite enrollment with ARCH 1216. Honors Add-on for students concurrently enrolled in ARCH 1216 Design Studio I. Enrichment experiences to enhance the understanding of Architectural design	Withdraw

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

College of Human Sciences

FFP 2003		Financial Health and Wellness Financial Health for Helping Professionals			Develop and build healthy financial habits and maintain financial wellness through college and beyond. 3 LEC
----------	--	---	--	--	---

NSCI 3993		Food Preparation and Safety Culinary Principles in Nutrition			Familiarity and application of techniques and theories of food preparation including use and selection of equipment, sanitation and quality controls. Prerequisite: Option in dietetics or consent of instructor. 2 LEC, 1 LAB	New course.
-----------	--	---	--	--	--	-------------

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

Spears School of Business

ECON 1113		Economics of Social Issues		(Description change from:) Issues-oriented approach. Basic economic principles introduced and developed through study of important social issues: for example, inflation, unemployment, poverty, discrimination, crime, population growth and environmental quality. Develops the economist's approach to social problems, and evaluates the contribution of economics to their solution. May not be	(To:) Issues-oriented approach. Basic economic principles introduced and developed through study of important social issues: for example, inflation, unemployment, poverty, discrimination, crime, population growth and environmental quality. Develops the economist's approach to social problems, and evaluates the contribution of economics to their solution. May not be used for degree credit with ECON 2003 or ECON 2103. No general education credit	Change description
-----------	--	----------------------------	--	--	---	--------------------

				used for degree credit with ECON 2003 or ECON 2103. No general education credit for students also taking ECON 2103 or AGECE 1113.	for students also taking AGECE 1113.	
ECON 2103		Introduction to Microeconomics		(Description change from:) Goals, incentives and outcomes of economic behavior with applications and illustrations from current social issues: operation of markets for goods, services and factors of production; the behavior of firms and industries in different types of competition; income distribution; and international exchange. May not be used for degree credit with ECON 1113. No general education credit for students also taking ECON 1113 or AGECE 1113. Previously offered as ECON 2023.	(To:) Goals, incentives and outcomes of economic behavior with applications and illustrations from current social issues: operation of markets for goods, services and factors of production; the behavior of firms and industries in different types of competition; income distribution; and international exchange. May not be used for degree credit with ECON 1113 or ECON 2003. No general education credit for students also taking AGECE 1113. Previously offered as ECON 2023.	Change description and mutual exclusion
ECON 3423		Public Finance		(Prerequisite change from:) Three credit hours in economics. ECON 1113, ECON 2103, ECON 2203.	(To:) ECON 2003 or ECON 2203.	Change prerequisites
ECON 3513		Labor Economics		(Prerequisite change from:) Three credit hours in economics. ECON 1113.	(To:) ECON 2003	Change prerequisites
ECON 3613		International Economic Relations		(Prerequisite change from:) Three credit hours in economics.	(To:) ECON 2003 or ECON 2203	Change prerequisites

				ECON 1113, ECON 2103, ECON 2203.		
ECON 3713		Government and Business		(Prerequisite change from:) Three credit hours in economics. ECON 1113.	(To:) ECON 2003	Change prerequisite
ECON 4213		Econometric Methods		(Prerequisite change from:) Three hours of economics and three hours in statistics.	(To:) ECON 2003 or ECON 2203. STAT 2013 or STAT 2023 or STAT 2053.	Change prerequisites
ECON 4223		Business and Economic Forecasting		(Prerequisite change from:) Three hours of economics and three credit hours in statistics. (Level change from:) UG, GR	(To:) ECON 2003 or ECON 2203. STAT 2013 or STAT 2023 or STAT 2053. (To:) UG (only)	Change prerequisite and remove graduate credit
ECON 4643		International Economic Development		(Prerequisite change from:) Three credit hours in economics. ECON 1113 or ECON 2103.	(To:) ECON 2003	Change prerequisites
ECON 4913		Urban and Regional Economics		(Prerequisite change from:) Three credit hours in economics. (Level change from:) UG, GR	(To:) ECON 2003 or ECON 2203. (To:) UG (only)	Change prerequisite and remove graduate credit

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

Center for Health Sciences

HCA 6013		Dynamics of Health Care Markets Healthcare Economics			Provides an overview of health care markets in the U.S. Identifies and evaluates the response of providers and consumers when changes occur within the systems, presenting all views on health care reform.	New course
----------	--	---	--	--	---	------------

HCA 6053		Advanced Health Care Law Advanced Legal Studies in Healthcare			Provides an advanced analysis of the US legal system and a comprehensive development of skills to navigate common legal issues, laws, rules and regulations that affect the health care industry including litigation, malpractice, contract law, corporate law, intentional torts, privacy law, patients' and providers' rights and employment law.	New course
----------	--	--	--	--	--	------------

Motion was made to accept the above-mentioned Center for Health Sciences curricular requests, and approved.

**(Course Exceptions)
Ferguson College of Agriculture**

<u>NEW COURSES</u>					<u>New Course Descriptions:</u>	
HORT 3433	HORT 5433	Commercial Vegetable Production			Description: Commercial production and marketing of vegetable crops. May not be used for degree credit with HORT 3433. Prerequisite(s): HORT 1013, SOIL 2124, and PBIO 1404	Replace UG course carrying GR credit with GR level course per policy changes effective Fall 2020.
<u>MODIFIED COURSES</u>						
HORT 3084		Plant Propagation		Prerequisite(s): HORT 1013 or PLNT 1213, BIOL 1404 and SOIL 2124	Prerequisite(s): HORT 1013 or PLNT 1213, PBIO 1404 and SOIL 2124	Change prerequisites

HORT 3113		Greenhouse Management		<p>Description: Commercial greenhouse operation with emphasis on floricultural plant production aspects; environment, growing media, fertilizers and application methods, watering, pest and disease control, chemical growth regulators, production costs. Additional fee of \$12.00 per credit hour applies.</p> <p>Prerequisite(s): HORT 1013, BIOL 1404, MATH 1483 or MATH 1513 or above</p>	<p>Description: Commercial greenhouse operation with emphasis floricultural plant production aspects: environment, on growing media, fertilizers and application methods, watering, pest and disease control, chemical growth regulators, production costs. Prerequisite(s): HORT 1013, PBIO 1404, MATH 1483</p>	Change course description and prerequisites
HORT 3433		Commercial Vegetable Production		<p>Description: Commercial production and marketing of vegetable crops. Prerequisite(s): HORT 1013, SOIL 2124 and BIOL 1404</p>	<p>Description: Commercial production and marketing or vegetable crops. May not be used for degree credit with HORT 5433. Prerequisite(s): HORT 1013, SOIL 2124 and PBIO 1404.</p>	Change course description, prerequisites, and mutually exclusive course.
HORT 4133		Temperature Stress Physiology		<p>Description: Effects of heat, chilling and freezing stress on plants. Responses to temperature extremes at the molecular to whole plant levels with emphasis on mechanisms of injury and resistance. Same course as PLNT 4133. May not be used for degree credit</p>	<p>Description: Effects of heat, chilling and freezing stress on plants. Responses to temperature extremes at the molecular to whole plant levels with emphasis on mechanisms of injury and resistance. Prerequisite(s): BIOC 3653 and PBIO 4463 or HORT 4963</p>	Change course description and prerequisites.

				with HORT 5133 and PLNT 5133. Prerequisite(s): BIOC 3653 and BOT 3463 or HORT 4963		
HORT 4453		Turfgrass Physiology and Ecology		Description: A study of the relationship between turf physiology and modern turf management practices. Concepts of stand ecology with emphasis on species dominance in stressful environments. Prerequisite(s): HORT 3513, BOT 1404	Description: A study of the relationship between turf physiology and modern turf management practices. Concepts of stand ecology with emphasis on species dominance in stressful environments. May not be used for Degree Credit with HORT 5453. Prerequisite(s): HORT 3153, PBIO 1404	Change course description, prerequisites, level, and mutually exclusive course.
HRT 4953		Plant Growth and Development		Description: Plant embryogenesis and organogenesis; growth and development of shoots and reproductive structures; plant developmental processes including shoot expansion and dormancy as influenced by temperature, light, and other environmental factors. No credit for HORT 4953 and HORT 5953. Prerequisite(s)	Description: Plant embryogenesis and organogenesis; growth and development of shoots and reproductive structures; plant developmental processes including shoot expansion and dormancy as influenced by temperature, light, and other environmental factors. May not be used for Degree Credit with HORT 5953. Prerequisite(s) HORT 1013 and PBIO 1404	Change course description, prerequisites, level, and mutually exclusive course.

				HORT 1013 and BOT 1404		
HORT 5133		Temperature Stress Physiology		<p>Description: Effects of heat, chilling and freezing stress on plants. Responses to temperature extremes at the molecular to whole plant levels with emphasis on mechanisms of injury and resistance. Offered in combination with HORT 4133 and PLNT 4133. Same course as PLNT 5133. May not be used for degree credit with PLNT 4133 and HORT 4133.</p> <p>Prerequisite(s) BIOC 3653 and BOT 3463 or HORT 4963</p>	<p>Description: Effects of heat, chilling and freezing stress on plants. Responses to temperature extremes at the molecular to whole plant levels with emphasis on mechanisms of injury and resistance.</p> <p>Prerequisite(s) BIOC 3653 and PBIO 4463 or HORT 4963</p>	Change course description and prerequisites.
HORT 5293		Plant Response to Water Stress		<p>Description: Physiological ramifications of water deficit stress on cells, tissues, plants and canopies. Discussion of the soil/plant/atmosphere continuum, and avoidance and tolerance mechanisms leading to drought resistance. Photosynthesis, transpiration, and water-use efficiency and their relationship to biomass accumulation and</p>	<p>Description: Physiological ramifications of water deficit stress on cells, tissues, plants and canopies. Discussion of soil/plant/atmosphere continuum, and avoidance the and tolerance mechanisms leading to drought resistance. Photosynthesis, transpiration, and water-use efficiency and their relationship to biomass accumulation and crop yield.</p>	Change course and description.

				crop yield. Same course as PLNT 5293. Prerequisite(s) BIOC 3653 and BOT 3463	Prerequisite(s) BIOC 3653 and PBIO 4463	
HORT 5953		Plant Growth and Development		Description: Plant embryogenesis and organogenesis; growth and development of shoots and reproductive structures; plant development processes including shoot expansion and dormancy as influenced by temperature, light, and other environmental factors. Additional fee of \$12.00 per credit hour applies. No credit for both HORT 4953 and HORT 5953. Prerequisite(s) HORT 1013 and BOT 1404	Description: Plant embryogenesis and organogenesis; growth and development of shoots and reproductive structures; plant development processes including shoot expansion and dormancy as influenced by temperature, light, and other environmental factors. Prerequisite(s) HORT 1013 and PBIO 1404	Change course description and prerequisites.

Motion was made to accept the above-mentioned Ferguson College of Agriculture curricular requests, and approved.

Veterinary Medicine

PRESENT	PROPOSED	PRESENT	PROPOSED	PRESENT	PROPOSED	ACTION SUMMARY
PREFIX/NUMBER		TITLE		ACTION		
<u>MODIFIED COURSES</u>						

VCS 7863	VCS 7452	Clinical Pathology and Parasitology Elective	Ultrasound/Clinical Pathology II	3 credit hours	2 credit hours	Change number, title, credit hours,
VCS 7873	VCS 7462	Ultrasound Elective	Ultrasound/Clinical Pathology III	3 credit hours	2 credit hours	Change number, title, credit hours, and grade mode

Motion was made to accept the above-mentioned College of Veterinary Medicine curricular requests, and approved.

7. Other

- FYI - J. Mendez announced that a committee has been formed - Advisors Professional Development Group. They will be meeting 1-27-20 and will be reporting back to their DSAS representatives.

Meeting was adjourned at 10:10am.

Minutes were recorded by K. Roark.