

INSTRUCTION COUNCIL

MINUTES

Thursday, May 1, 2025
126 ITLE or Zoom

<https://okstate-edu.zoom.us/j/94152939415?pwd=YzdXMzMwTnF4bTZqUoRnNy8rU1FYUTog>

PASSCODE: 649494

9:00 a.m. – 10:30 a.m.

In attendance: Shannon Baker, Aaron Christensen, Cynda Clary, Andrew Doust, Leslie Evans, Chris Francisco, Craig Freeman, Richard Frohock, Jamie Fullerton, Diane Jones, James Knecht, Marlys Mason, Rita Peaster, Carisa Ramming, Adrienne Sanogo, Rebecca Sheehan, Candace Thrasher, Ronna Vanderslice, and Kelva Hunger

Francisco called the meeting to order at 9:03 AM.

1. Bachelor of University Studies Proposal – Chris Francisco

Francisco introduced Evans, who chaired the working group that reviewed the Bachelor of University Studies. Mason and Thrasher also served on the working group. Evans shared that the goal of the working group was to obtain consistency of requirements across the colleges.

The working group identified three areas to focus on aligning requirements across the colleges. The first area was residency. Spears School of Business had a higher residency requirement due to accreditation. However, it was determined that this requirement could be relaxed for the Bachelor of University Studies degree. The second area was the hours required for the major block. Many of the colleges required students to complete a specific number of credit hours within their college. The third area the working group looked at was degree plans that exceed 120 hours. Some colleges allowed the 30 hours of residency to be built into the plan, which increased the total number of credit hours.

The working group proposed that the total number of credit hours not exceed 120 hours, students take a minimum of 18 hours from the granting/home college, and the residency requirement of 30 credit hours be counted outside of the major requirements.

Francisco stated that Athletics did participate in the working group. Clary asked for clarification regarding the residency hours being counted outside the degree plan. Evans clarified that financial aid will pay for hours needed to meet the residency requirement, even if all other degree requirements have been satisfied. Clary asked for clarification about whether colleges would retain the ability to review a student's rationale and goals to determine if they appear to be a good fit for that particular college. Francisco indicated that Associate Deans will still have the autonomy to review a student's rationale and determine if they are a good fit for a degree within that college. Baker stated that students could meet with an exploratory advisor to discuss which college might be the best fit if the student is planning to pursue a Bachelor of University Studies degree. Peaster asked for clarification about how the degree will be scribed

in DegreeWorks. Evans confirmed that the 18 hours from the granting/home college will be scribed in DegreeWorks. DegreeWorks will also be scribed to ensure students have the minimum number of upper-division coursework. Evans stated that an advisor will need to review a student's residency hours to ensure they meet the residency requirements.

A motion to endorse the recommendations was made by Sanogo and seconded by Freeman. Instruction Council members approved endorsing the Bachelor of University Studies recommendation.

2. Curriculum

Information Items Only:

N/A

Course Action Summaries:

College of Arts & Sciences – attached

Table SOC 5000 and SOC 6000 for additional clarification about the maximum hours allowed.

Sanogo motioned to approve the remaining courses. Clary seconded. Instruction Council approved the College of Arts & Sciences course actions, with the exception of SOC 5000 and SOC 6000.

Spears School of Business – attached

Sanogo motioned to approve. Clary seconded. Instruction Council approved the Spears School of Business course actions.

College of Education and Human Sciences – attached

Sheehan motioned to approve. Freeman seconded. Instruction Council approved the College of Education and Human Sciences course actions.

College of Engineering, Architecture and Technology (2) – attached

Doust motioned to approve. Sanogo seconded. Instruction Council approved the College of Engineering, Architecture and Technology course actions.

Center for Health Sciences – attached

Sanogo motioned to approve. Clary seconded. Instruction Council approved the Center for Health Sciences course actions.

Program Modifications:

Ferguson College of Agriculture

Bachelor of Science in Agricultural Sciences and Natural Resources in Agricultural Communications (013)

Course requirement change

- Add AECL 1011
- Total credit hours will not change
- Reason for requested action: To add a departmental orientation course.

Option deletion

- Delete option in Agribusiness Double Major beginning in 2025-2026
- Delete option in Animal Science Double Major beginning in 2025-2026
- Expected graduation for last student: 2028
- Students will be able to complete the option
- Reason for requested action: Students are completing dual degrees, and enrollment in the double major option is decreasing.

Bachelor of Science in Agricultural Sciences and Natural Resources in Agricultural Education (007)

Course requirement change

- Add PLNT 1213 as an alternate to HORT 1013
- Remove BIOL 1113 and BIOL 1111 or BIOL 1114
- Increase electives from 1 to 2 credit hours
- Total credit hours will not change
- Reason for requested action: To provide additional flexibility for students.

Bachelor of Science in Agricultural Sciences and Natural Resources in Agricultural Leadership (458)

Course requirement change

- Remove CHEM 1014, CHEM 1314, or CHEM 1215 and SOIL 1113 or SOIL 2124
- Add AECL 1101
- Add ANSI 1023 and ANSI 1021 as an alternate to ANSI 1124
- Increase related courses from 15 to 18 credit hours
- Reduce electives from 6 to 5 credit hours
- Total credit hours will not change
- Reason for requested action: To add a departmental orientation course and update the ANSI course sequence.

Bachelor of Science in Agricultural Sciences and Natural Resources in Entomology (088)

Option deletion

- Delete option in Bio-Forensics beginning in fall 2025
- Students will be allowed to complete the option. The last student is expected to graduate in 2028.
- Reason for requested action: Combining options within the degree program to create a pre-professional option.

Option name change

- Change option name from Pre-Veterinary and Pre-Medical to Pre-Professional
- Reason for requested action: To simplify degree requirements for students choosing a pre-professional track.

Course requirement change

- Option in Pre-Veterinary and Pre-Medical
 - Require CHEM 3112 and CHEM 3153
 - Add PHYS 1214
 - Remove ENTO 3003 and ENTO 4854 as required courses
- Total credit hours will not change
- Reason for requested action: To streamline degree requirements and course sequencing for students interested in pursuing a pre-professional degree.

Sanogo motioned to approve. Fullerton seconded. Instruction Council approved the Ferguson College of Agriculture program modifications.

College of Arts and Sciences

Bachelor of Science in Chemistry (044)

Course requirement change

- Chemistry option
 - Remove MATH 2233 as a required course and add it as an alternate to MATH 2163
 - Increase electives from 19 to 23 credit hours
- Chemistry (Approved by the American Chemical Society) option
 - Remove MATH 2233 and MATH 3013
 - Increase electives from 12 to 19 credit hours
- Pre-Health option
 - Increase upper-division related courses from 12 to 15 credit hours
 - Decrease electives from 16 to 14 credit hours
- Secondary Teacher Certification option
 - Remove MATH 2153 and CIED 4133
 - Increase electives from 8 to 11 hours
- Total credit hours will not change
- Reason for requested action: To align degree requirements with the American Chemical Society guidelines and provide additional flexibility for students.

Bachelor of Arts in Geography (252)

Bachelor of Science in Geography (109)

Minor in Geography

Change to existing minor

- Update CIP code from 45.0701 (Geography) to 30.4401 (Geography and Environmental Studies)
- Reason for requested action: The requested CIP code better reflects the teaching and research mission of the department.

Bachelor of Arts in Geography, Bachelor of Science in Geography, and Minor in Geography were tentatively approved based on the pending approval of the Master of Science in Geography and the Doctor of Philosophy in Geography.

Bachelor of Science in Geology (111)

Course requirement change

- Secondary Teacher Certification option
 - Remove 3 hours STAT (Q)
 - Add STAT 2013 or STAT 4013
 - Remove CIED 4133
 - Total credit hours will not change
 - Reason for requested action: CIED 4133 is no longer a requirement for teacher certification.

Bachelor of Science in Mathematics (141)

Course requirement change

- General option
 - Increase additional Natural and Mathematical Sciences hours from 2 to 3 credit hours
 - Remove MATH 4023

- Increase hours for emphasis area from 21 to 24 hours
- Applied Mathematics option
 - Add ECON 2103 or ECON 2003
 - Remove Capstone (3 credit hours)
- Actuarial Science and Financial Mathematics option
 - Increase professional requirements from 18 to 21 hours
- Data Science option
 - Remove 3 credit hours from a list of options
- Pre-Law option
 - Increase major requirements from 48 to 51 credit hours
 - Decrease electives from 18 to 16 credit hours
- Pre-Med option
 - Decrease electives from 10 to 8 hours
- Secondary Teacher Certification option
 - Remove CIED 4133
 - Increase electives from 6 to 9 credit hours
- Total credit hours will not change
- Reason for requested action: To provide consistency among options and to provide additional transparency for students.

Bachelor of Science in Microbiology/Cell and Molecular Biology (149)

Option addition

- Add option in Pre-Veterinary
- Reason for requested action: To equip students interested in applying to veterinary school with advanced microbiology and molecular genetics knowledge and skills.

Option name change

- Change option name from Pre-Medical Professional to Pre-Medical/Pre-Dental
- Reason for requested action: To make the option name more transparent, so prospective students understand that they can explore multiple avenues for professional school.

Course requirement change

- General option
 - Remove MATH 1513
 - Add MATH 1813
 - Add MATH 2144, STAT 2013, or STAT 4013
 - Remove MICR 3253
 - Increase upper-division MICR or other specified prefixes from 10 to 12 credit hours
 - Decrease electives from 17 to 14 credit hours
- Medical Laboratory Science option
 - Remove MATH 1513
 - Add MATH 1813
 - Add MICR 3033
 - Decrease electives from 9 to 6 credit hours
- Pre-Medical Professional option
 - Remove MATH 1513
 - Add MATH 1813
 - Add MATH 2144, STAT 2013, or STAT 4013
 - Increase guided courses from 6 to 9 credit hours
 - Decrease electives from 13 to 9 credit hours
- Total credit hours will not change

- Reason for requested action: To update requirements to address the need for quantitative aspects of the program and address the diverse career paths students may seek.

Bachelor of Science in Plant Biology (031)

Degree requirement change

- Require a minimum of 2.5 in PBIO and BIOL courses or a minimum grade of C in each course. Require a minimum GPA of 2.0 in all PBIO courses.
- Reason for requested action: To ensure students meet a minimum level of performance in the major courses.

The Bachelor of Science in Plant Biology was tabled by Instruction Council for further clarification regarding the proposed changes.

Bachelor of Science in Political Science (407)

Option name change

- Change option name from Practical Politics – Campaigning, Lobbying, and Policymaking to Campaigns and Lobbying
- Reason for requested change: To communicate the content more clearly.

Course requirement change

- Practical Politics – Campaigning, Lobbying, and Policymaking option
 - No longer require POLS 2113 and add it as an alternate to POLS 2013
 - Increase guided courses from 9 to 12 credit hours
- Total credit hours will not change
- Reason for requested action: To align the requirements with this option with the general and Global Politics options.

Bachelor of Science in Strategic Communication (475)

Course requirement change

- Advertising and Public Relations option
 - Add SC 3603
 - Add “Select 6 hours” from a list of options
 - Remove “Select 3 upper-division hours of MC, MMJ, SC, or SPM”
 - Remove “Select 6 hours of upper-division MKTG”
- Social Media option
 - Add SC 3693
 - Add “Select 6 hours” from a list of options
 - Reduce “Select 9 hours upper-division MKTG” to “Select 3 hours of upper-division MKTG”
- Option in Sport Communication
 - Remove ECON 1113/ECON 2103
 - Add any 3 hours (S)
 - Remove MKTG 3213
 - Add “Select 6 hours” from a list of options
- Total credit hours will not change
- Reason for requested action: To provide more relevant coursework for students pursuing specific options.

Bachelor of Science in Sociology (184)

Course requirement change

- Environment and Society option
 - Remove SOC 4493 as a required course
 - Increase guided course options from 15 to 18 credit hours

- Total credit hours will not change
- Reason for requested action: To provide students with additional flexibility.

Bachelor of Science in Sports Media (480)

Course requirement change

- Remove MMJ 3263 as required course
- Remove emphasis area
- Add "Select 9 hours" from a list of options
- Total credit hours will not change
- Reason for requested action: To provide students with additional flexibility.

Bachelor of Science in Zoology (210)

Course requirement change

- Secondary Teacher Certification option
 - Remove CIED 4133
 - Increase electives from 3 to 4 hours
- Total credit hours will not change
- Reason for requested action: CIED 4133 is no longer a requirement for teacher certification.

Bachelor of Science in Plant Biology was tabled. Bachelor of Arts in Geography, Bachelor of Science in Geography, and Minor in Geography are tentatively approved based on the approval of the Master of Science in Geography and Doctor of Philosophy in Geography. Fullerton motioned to approve as amended. Sanogo seconded. Instruction Council approved the College of Arts and Sciences program modifications as amended.

College of Education and Human Sciences

Master of Science in Design and Merchandising (051)

Option name change

- Change option name from Apparel Design and Production to Apparel Design and Textile Science
- Reason for requested action: To provide a better description of the option.

Course requirement change

- Option in Apparel Design and Textile Science
 - Thesis option
 - Remove DM 5001 and DHM 5112 as an alternate to DM 5093
 - Remove STAT 5013
 - Require DM 5533
 - Add REMS 5953
 - Add tracks for Apparel Design and Textile Science
 - Replace Design Thesis with the Creative Component option
 - Remove DM 5001 and DHM 5112 as an alternate to DM 5093
 - Remove STAT 5013, DM 5000, and DHM 5233
 - Add DM 5240
 - Increase electives from 9 to 12 credit hours
 - Total credit hours will not change
 - Reason for requested action: To update requirements to reflect the focus areas in Apparel Design and Textile Science.

Bachelor of Science in Nursing (332)

Course requirement change

- Remove EDHS 1111
- Add EDHS 3111, NURS 2011, and 1 hour of elective coursework to college/departmental requirements
- Remove HLTH 3723, HLTH 4783, NURS 3013, NURS 3103, NURS 4023, NURS 4043, and NURS 4216
- Add NURS 3183, NURS 3213, NURS 3102, NURS 4122, NURS 4143, NURS 3115, NURS 4113, and NURS 4333
- Total credit hours will not change
- Reason for requested action: To satisfy curriculum requirements for AACN.

Bachelor of Science in Recreation and Athletic Management (180)

Course requirement change

- Remove EDHS 1111
- Add EDHS 3111
- Total credit hours will not change
- Reason for requested action: EDHS 3111 is a more appropriate course number for the course content.

Bachelor of Science in Secondary Education (182)

- English option
 - Remove EDHS 1111
 - Add EDHS 3111
 - Increase Departmental/College Electives from 4 to 7 credit hours
- Mathematics, Social Studies, and Social Studies – Alternative Certification options
 - Remove EDHS 1111
 - Add EDHS 3111
- Science option
 - Remove MATH 1613 as an option
 - Adjust Departmental/College Electives from 2-8 to 0-11 credit hours
 - Remove CIED 4133
 - Decrease Chemistry emphasis area from 35 to 32 credit hours
 - Decrease Physics emphasis area from 41 to 29 credit hours
- Total credit hours will not change
- Reason for requested action: EDHS 3111 is a more appropriate course number for the course content. Adjusting requirements as needed for the program.

Freeman motioned to approve. Mason seconded. Instruction Council approved the College of Education and Human Sciences program modifications.

College of Engineering, Architecture and Technology

Bachelor of Science in Chemical Engineering (041)

Course requirement change

- For Biomedical/Biochemical option
 - Remove PHIL 3833
- For the Pre-Medical option
 - Require CHEM 3112 and CHEM 3153
- Total credit hours will not change
- Reason for requested action: To update the curriculum to address required course changes.

Bachelor of Science in Computer Engineering (467)

Course requirement change

- Remove ECEN 3903 or PHYS 3313

- Add ECEN 4293
- Total credit hours will not change
- Reason for requested action: To equip students with industry-standard programming skills.

Minor in Construction

Change to existing minor

- Add CET 2333
- Reduce guided coursework from 2 to 1 course
- Reason for requested action: To provide students with better course sequencing.

Undergraduate Certificate in Construction (New)

New program request

- Delivery method: Electronic and traditional
- Total credit hours: 17
- Reason for requested action: To provide students with basic knowledge of the construction industry.

Bachelor of Science in Electrical Engineering (071)

- Remove ECEN 3903 or PHYS 3313
- Add ECEN 4293
- Total credit hours will not change
- Reason for requested action: To equip students with industry-standard programming skills.

Bachelor of Science in Engineering Technology in Mechatronics and Robotics (324)

Degree designation change

- Change from Bachelor of Science in Engineering Technology to Bachelor of Science
- Reason for requested action: To strengthen the program's theoretical foundation while maintaining a strong focus on hands-on robotics research.

Program requirement change

- Remove EET 2303, MATH 3263 or EEE 2423, EET 3253, ENSC 3311, MET 4003, and MET 3343
- Add MATH 2163, MATH 2233, MATH 3013, MATH 3583, and EET 3303
- Total credit hours will not change
- Reason for requested action: To adjust program requirements to address the requested change in degree designation and meet ABET accreditation requirements.

Bachelor of Science in Engineering Technology in Mechanical Engineering Technology (081)

Degree requirement change

- Remove technical GPA of 2.0 or higher

Reason for requested action: Stating that a technical GPA of 2.0 or higher is required is redundant.

Sanogo motioned to approve. Clary seconded. Instruction Council approved the College of Engineering, Architecture and Technology program modifications.

Spears School of Business

Bachelor of Science in Business Administration in Data Analytics (334)

Course requirement change

- Remove MSIS 3233, MSIS 3243, MSIS 4263, and MSIS 4673 as required courses
- Add 12 credit hours of guided options
- Decrease guided course options from 6 to 3 credit hours

- Total credit hours will not change
- Reason for requested action: To provide students with more flexibility.

Bachelor of Science in Business Administration in Economics (445)

Course requirement change

- Add ECON 3613
- Decrease upper-division ECON courses from 12 to 9 credit hours for the general option. Decrease upper-division ECON courses from 9 to 6 credit hours for the Business Economics and Quantitative Studies option.
- Total credit hours will not change
- Reason for requested action: To enhance the educational content for the degree, as voted on by the faculty committee.

Bachelor of Science in Business Administration in Finance (446)

- Option addition
 - Add an option in Financial Planning
 - Reason for requested option: To prepare students to sit for the CFP exam upon graduation.

Undergraduate Certificate in Financial Planning (New)

New program request

- Delivery method: Electronic and traditional
- Total credit hours: 18
- Reason for requested action: To better prepare students with the necessary skills for the CFP exam or Financial planning careers, such as Estate Planning.

The Undergraduate Certificate in Financial Planning was tabled for further discussion with the College of Education and Human Sciences.

Freeman motioned to approve as amended. Sheehan seconded. Instruction Council approved the Spears School of Business program modifications.

Graduate College

Master of Science in Environmental Science (092)

Course requirement change

- Option in Environmental Management Professional Science Masters
 - Remove ENVR 5533 and ENVR 5503
 - Increase electives from 18 to 24 credit hours
 - Reason for requested action: Updating curriculum to reflect current course offerings.

The Master of Science in Environmental Science was tabled for further discussion regarding the program core.

Center for Health Sciences

Master of Science in Forensic Sciences (004)

Option deletion

- Delete option in Forensic Document Examination
 - Delete option beginning in 2025-2026
 - Reason for requested action: No students are currently enrolled in the option.

Doust motioned to approve. Sanogo seconded. Instruction Council approved the Spears School of Business program modifications.

College of Veterinary Medicine

Doctor of Veterinary Medicine in Veterinary Medicine (400)

Course requirement change

- Remove VCS 7042
- Add VCS 7662
- Total credit hours will not change
- Reason for requested action: To align rotations with hospital services and maximize the instructor-to-student ratio.

Degree requirement change

- Remove GRE and CASPER requirements from admission requirements
- Add a minimum 3.0 cumulative GPA to admission requirements
- Reason for requested action: To align admission requirements with other veterinary schools.

Clary motioned to approve. Freeman seconded. Instruction Council approved the College of Veterinary Medicine program modifications.

3. Other

- Francisco reported that the first six general education certificates (trails) were approved by A&M Board. We will submit to the Oklahoma State Regents for Education for approval. Francisco and Tammy Mix are working on a few more trails. Looking carefully at details to ensure they align with students' degree plans.
- Francisco stated that as we prepare for the upcoming HLC visit, we need to improve our system of tracking and addressing student complaints. Francisco will convene a small working group to develop a system for tracking and review. An annual meeting will be held to evaluate complaints received and identify common themes. Francisco is looking at how other Big XII institutions handle this requirement. Francisco stated that we must define what constitutes a complaint in order to track and evaluate these concerns effectively.

Meeting adjourned at 10:28 AM.

Minutes recorded by C. Thrasher