FACULTY COUNCIL MEETING

**3:00 p.m., Tuesday, November 13, 2018**

# Council Room, 412 Student Union

**AGENDA:**

1. Roll Call

2. Approval of the October 9, 2018 Minutes

3. Approval of Agenda

4. Gary Clark for President Hargis – Remarks and Comments

5. Special Report:

A. Sue Williams - Ombudsman

6. Report of Status of Faculty Council Recommendations:

President Hargis, Chris Ormsbee for Provost Sandefur, and/or Vice Presidents

7. Reports of Liaison Representatives –

1. Emeriti Association – Barbara Miller

The Emeriti Group recently held elections for the coming year, and Sharon Nivens will serve another year as President beginning in January.

The Emeriti Group Newsletter will begin publishing in electronic form in January 2019. It will be issued ten times per year.

Several Emeriti have volunteered to serve as Ambassadors, helping with ushering, etc., at the December graduation ceremonies.

The Emeriti Council will soon be distributing a survey to members, in an attempt to create a profile of the membership. We will be asking about volunteer activities both on campus and off, interests, creative activities, etc.  This will help the Board when scheduling activities in the future, and may be available to other groups who may want to advertise to our group about their activities.

1. Women’s Faculty Council – Tracy Quan

Our November meeting was held on November 1. The WFC Faculty Award Committee has created a set of three WFC Outstanding Achievement Awards, to recognize the accomplishments in research and creative works of women and those involved in women’s issues at three levels of career development. The WFC is sending the proposal to fund these awards to the President’s Fellows Fund. The WFC has also invited sociologist Dr. Rebecca Sandefur to be a sponsored speaker for OSU’s Research Week. Dr. Sandefur recently won a MacArthur ‘Genius Grant’ for her work on civil justice and inequality.

The invited speaker was Dr. Nedra Wilson (Associate Professor, Dept. of Anatomy and Cell Biology, OSU Center for Health Sciences in Tulsa), who spoke on Women Mentoring Women. Dr. Wilson spoke about the lack of an organized mentorship program at OSU, particularly for women, and talked about the desired features of a strong faculty program for mentoring and how such a program could be developed at OSU.

The WFC has regular meetings on the first Thursday of the month from 2-3pm in CLB 106A. The December 6th meeting will feature Dr. Camelia Knapp (Professor and Head, Boone Pickens School of Geology) speaking about Embracing Change at Uncertain Times. The WFC is also planning a social event in December, date and location TBA.

Anyone interested in the WFC can visit our website at womensfacultycouncil.okstate.edu and sign up to be put on our email list. The WFC is also continuing our $40 for the 40th philanthropic campaign to support WFC initiatives in celebration of WFC’s 40th anniversary. If you are interested in donating to support WFC activities, please contact WFC Vice-Chair Kim Loeffert ([kim.loeffert@okstate.edu](mailto:kim.loeffert@okstate.edu)).

1. Wellness Center – Kim Beard



1. Staff Advisory Council – Michelle Stewart

Staff Advisory Council has several activities going on at this time.

* Every fall, Staff Advisory Council partners with the Junior Service League of Stillwater to support Harvest II. Drop off for that event was November 9 and department donation winners will be announced soon.
* Council Members are currently selling Flower Bouquet Cards to benefit the Staff Development Fund. The cards are $20 and entitle the purchaser to receive one bouquet every month for one year from the Little Shop of Flowers. For more details, or to purchase a card, please contact any Staff Advisory Council member.
* We are pleased to announce that four new members will be seated at this month’s Staff Advisory Council meeting. They are Charles Harring II, Charmaine Motte, Anthony Jones, and Marty McDougall-Casteel.
* This year’s Staff Distinguished Service Awards will be announced and presented at a special celebration on December 11. This will be the first time the awards have been presented in a stand-alone ceremony and not as part of Staff Development Day activities.

1. GPSGA – Ravneet Kaur
2. GPSGA Benefit Night for Nature's Vein @ The Garage, Stillwater
   * 1. Monday, November 26th from 5 to 9 pm (Date Changed)
     2. 10% of all proceeds go towards our charity, Nature's Vein
        1. Website: [www.naturesvein.com](http://www.naturesvein.com/)
3. GPSGA is working on a thanksgiving potluck
   * 1. Monday, Nov 19th from 5 pm to 7 pm
     2. Library Browsing Room
     3. Sign up via our google doc
4. GPSGA execs attended our national conference last week, NAGPS at University of Arkansas.
5. Elections for three board positions on November 28th, Call for nominees sent out.

F. Graduate Council – Jon Ramsey

GPSGA Secretary, Courtney Whited, stated they have awarded 26 research travel grants and are able to fund 70% of the research travel expenses for each of the recipients. GPSGA members volunteered at the International Student and Family Housing Trunk or Treat, and will be hosting a benefit night at The Garage to support Nature's Vein. GPSGA President Kathy Essmiller has accepted a faculty position with Oklahoma State University Library and is resigning her position. According to the GPSGA the bylaws, the leadership of GPSGA will automatically transfer to Vice President Ravneet Kaur effective October 31.

Dr. Smith informed Council of three important upcoming events – (1) 3MT Competition, (2) Graduate Coordinators TOEFL Workshop and (3) the graduate student Lunch ‘n’ Learn session entitled *Suicide Prevention and Intervention: What can you do?* (Wednesday, November 14 at 11:30 a.m. in B-09 GAB).

Dr. Van Delinder briefly discussed Banner issues with mixed credit 3000/4000 level courses having graduate credit. There will be a follow up meeting with Registrar Rita Peaster to streamline and update the number system. There will also be a meeting with the Registrar about Veterinary professional school mixed credit 5000/7000 courses.

Dr. Tucker presented some of the continual issues with the initial offers and renewals of graduate assistantships. After a discussion with Council, it was determined that a “best practices” guidance document should be developed.

The Fall General Faculty and Subject Matter Group meetings were held on October 30th, 2018. Dr. Lee Bird, VP Student Affairs, presented about the Students of Concern Committee. Dr. Tucker also mentioned needing feedback on how to leverage limited resources to enhance graduate student financial support structures.

In Subject Matter Group meetings, graduate faculty discussed a *Proposed Graduate Certificate Policies* document as well as provided input on the need for *Best Practices for Enhancing Academic Integrity in Theses and Dissertations* draft document.

8. Reports of Standing Committees:

a. Athletics: Justin Talley – No Report

b. Budget: Steve Wanger – No Report

c. Campus Facilities, Safety, and Security: Scott Frazier – No Report

d. Diversity: Justin Moss – No Report

e. Faculty: Robert Emerson – Update

f. Long-Range Planning and Information Technology: Eric Rebek – No Report

g. Research: Dianne McFarlane – No Report

h. Retirement & Fringe Benefits: Griffin Pivateau – No Report

i. Rules and Procedures: Pamela Lovern – No Report

j. Student Affairs and Learning Resources: Gina Peek – No Report

k. Academic Standards and Policies: Jon Ramsey - Update

Recommendation: Modify University Academic Regulation 4.4, 4.6 and 7.2 Credit by

Exam Application to Undergraduate Degree Requirements\*

9. Old Business – OSU Intellectual Property and Copyright Policy edited^

10. New Business –

11. Adjournment

*Refreshments will be served at 2:45 p.m.*

*\*Attached*

*^sent as a separate document*

**Amended by Passed Failed**

**Recommendation No.** 18-11-01-ASP 1.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

**Moved by:**   Academic Standards & Policies 2.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

**Seconded by:**  3.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

**Passed**         **Tabled**         **Failed**  4.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_

**Title:**       OSU Academic Regulation 4.4, 4.6, and 7.2 Credit by Exam Application to Undergraduate Degree Requirements

**The Faculty Council Recommends to President Hargis that:**

Modify University Academic Regulations (UAR) 4.4, 4.6, and 7.2 to clarify how credit by exam (CBE) applies toward undergraduate degree requirements to reflect recent clarification received from the Oklahoma State Regents for Higher Education (OSRHE).

**UAR 4.4**

**4.4 Transfer Credit from Community Colleges**

Credits will be accepted by transfer from a community college to meet lower-division (i.e., 1000- and 2000-level courses) requirements only. A minimum of 60 semester credit hours must be earned at a senior college. Within these guidelines, transfer credits are subject to the individual colleges' degree requirements. See Academic Regulation 4.6 for degree applicability of credit for prior learning received from community college transcripts.

**UAR 4.6**

**4.6 Credit for Prior Learning (Credit by Exam)**

Credit for prior learning, also referred to as credit by exam, applies to learning acquired from, but not limited to, work and life experiences, non-degree granting institutions, professional training, military training, or open source learning. OSU uses the State Regents’ recognized or approved methods to validate prior learning for awarding credit, including the following examinations: Advanced Placement Program (AP), International Baccalaureate Program (IB), College Level Examination Program (CLEP), DANTES Subject Standardized tests (DSST), and OSU Advanced Standing Examinations.

a. credit earned by examination will be recorded on a student’s OSU transcript with a neutral grade of “CBE-P” (Pass) if the student earns the equivalent of a “C” or better on the examination. No grade is recorded if the student fails the exam;

b. credit earned by examination does not count toward the minimum of 30 hours that must be earned in residence (See Academic Regulation 7.2 Residence Credit Requirements);

c. credit earned by examination through institution-independent exams, including AP, CLEP, IB, and DSST (see military credit below), applies toward the minimum 60 semester credit hours that must be earned at a senior college, regardless of whether OSU received the exam scores directly from the primary testing source or from transfer transcripts (including high school, community college, and senior college transcripts). Credit earned through Advanced Standing (Departmental) Examinations will only apply toward the minimum 60 credit hours that must be earned at a senior college if the examination credit was awarded at a senior college. Advanced Standing (Departmental) Examinations from community colleges do not apply toward the 60 credit hours. Generic credit by exam (unknown exam type) will only apply toward the minimum 60 credit hours that must be earned at a senior college if the source of the credit is a senior college.

d. a native speaker of a foreign language (one whose high-school level instruction was conducted principally in that language) cannot earn credit toward graduation in lower-division (1000-2000 level) courses in that language (See Academic Regulation 4.9 Foreign Language Credit for Native Speakers);

OSU Advanced Standing Examinations may be offered by academic departments on campus in subject areas not offered through the examination programs listed above. Any currently enrolled student whose travel, employment, extensive readings or educational experience appear to have given the student proficiency in a subject that is offered at OSU, equivalent to the proficiency ordinarily expected of those students who take the subject in a regular class, may apply for an examination on the subject.

In addition to the regulations listed above, to qualify for an OSU Advanced Standing Examination the student must:

a. be enrolled at OSU;

b. not have taken an Advanced Standing exam over the course within the preceding six months;

c. receive the approval of the head of the department and the associate dean in which the course is offered;

d. present a valid student I.D. at the examination.

Information pertaining to OSU Advanced Standing Examinations may be obtained from the Office of Undergraduate Admissions.

Military Credit

OSU accepts credit as recommended by the American Council on Education (ACE), as published in "The Guide to the Evaluation of Military Experiences in the Armed Services," for selected educational experiences provided by the armed forces. OSU also accepts credit earned through the DSST exams (DANTES Subject Standardized tests) for active veteran and dependent military personnel.

Students who wish to establish credit for military training should request and submit a copy of their JST (Joint Services Transcript) and/or a DSST transcript to the Office of Undergraduate Admissions for evaluation.

Training Programs

OSU awards credit as recommended by the American Council on Education (ACE) in the "National Guide to Educational Credit for Training Programs." Students may present certificates of completion or a transcript from the ACE Registry of Credit Recommendations to the Office of Undergraduate Admissions for evaluation. OSU also awards credit based on the recommendation of the Board of Regents of the University of the State of New York in the NCCRS (National College Credit Recommendation Service, formerly National PONSI).

**UAR 7.2**

**7.2 Residence Credit Requirements**

Students must earn at least 30 semester credit hours at OSU (excluding credit for prior learning and correspondence study). At least 15 of the final 30 hours applied toward the degree or at least fifty percent of the upper-division hours required by OSU in the major field must be satisfactorily completed at OSU. In the Spears School of Business, a minimum of 15 of the last 30 hours applied toward the degree and at least 50 percent of the upper-division hours required in the major field must be satisfactorily completed at OSU.

**Rationale:**

The implementation of Degree Works has prompted a university-wide focus on the intricacies of verifying undergraduate degree requirements, such as how credit by exam (CBE) applies toward these requirements. Approximately 30% of our students earning bachelors’ degrees have CBE on their transcripts. Approximately 99% of our graduates earn at least 60 credit hours at OSU (excluding CBE), but for the 1% with between 30 and 60 OSU credit hours, inconsistencies have been discovered in the application of CBE toward the 60 credit hours required from a senior institution. In our previous degree audit system, OnCourse, all CBE counted toward these 60 hours.

The primary types of CBE for OSU students are AP, CLEP, IB, Advanced Standing Departmental Exams, and DANTES/DSST. Oklahoma State Regents for Higher Education (OSRHE) policy requires institutions within the State System to disclose the CBE type on transcripts. Some CBE is recorded in Banner as “generic,” usually because the type is not provided on transcripts received from other institutions, or because the credit was recorded in the student system prior to 2006.

**Discussion/Approval Record**

|  |  |
| --- | --- |
| Committee/Council | Date Approved |
| Directors of Student Academic Services | September 19, 2018 |
| Instruction Council | September 6, 2018 |
| Faculty Council Academic Standards and Policies Committee | October 8, 2018 |
| Faculty Council |  |
| Council of Deans and Provost | October 11, 2018 |

**Proposed Changes to University Academic Regulations 4.4, 4.6, and 7.2  
Credit by Exam Application to Undergraduate Degree Requirements**

Prepared by Academic Affairs and the Office of the Registrar, August 27, 2018

**Proposed Changes**

These proposed changes modify University Academic Regulations (UAR) 4.4, 4.6, and 7.2 to clarify how credit by exam (CBE) applies toward undergraduate degree requirements to reflect recent clarification received from the Oklahoma State Regents for Higher Education (OSRHE). Specifically:

1. Clarify that CBE does not apply toward the minimum 30 credit hours that must be earned in residence at OSU. This is already stated in UAR 4.6, but an additional statement is provided in UAR 7.2.
2. Clarify how CBE applies toward the minimum 60 credit hours that must be earned at a baccalaureate-degree-granting (senior) institution.
   1. Credit earned by examination through institution-independent exams, including AP, CLEP, IB, and DSST, applies toward the minimum 60 semester credit hours that must be earned at a senior college, regardless of whether OSU received the exam scores directly from the primary testing source or from transfer transcripts (including high school, community college, and senior college transcripts).
   2. Credit earned by examination through Advanced Standing exams, which are institution-dependent, will only apply toward the minimum 60 credit hours that must be earned at a senior college if the examination credit was awarded at a senior college. CBE through Advanced Standing exams earned at a community college will not apply toward the 60 hours. Generic credit by exam (unknown exam type) will only apply toward the minimum 60 credit hours that must be earned at a senior college if the source of the credit is a senior college.

The proposed effective term is Fall 2018, with an exception process to allow students completing degrees in the 2018-19 academic year to be grandfathered in by individual request from their Colleges.

**Background and Rationale**

The implementation of Degree Works has prompted a university-wide focus on the intricacies of verifying undergraduate degree requirements, such as how credit by exam (CBE) applies toward these requirements. Approximately 30% of our students earning bachelors’ degrees have CBE on their transcripts. Approximately 99% of our graduates earn at least 60 credit hours at OSU (excluding CBE), but for the 1% with between 30 and 60 OSU credit hours, inconsistencies have been discovered in the application of CBE toward the 60 credit hours required from a senior institution. In our previous degree audit system, OnCourse, all CBE counted toward these 60 hours.

The primary types of CBE for OSU students are AP, CLEP, IB, Advanced Standing Departmental Exams, and DANTES/DSST. Oklahoma State Regents for Higher Education (OSRHE) policy requires institutions within the State System to disclose the CBE type on transcripts. Some CBE is recorded in Banner as “generic,” usually because the type is not provided on transcripts received from other institutions, or because the credit was recorded in the student system prior to 2006.

The proposed policy changes in this document reflect recent clarification received from OSRHE.

**Policies with Track Changes**

4.1 Residence Credit [NO CHANGE]

Residence credit is awarded for work taken on campus (not through correspondence or credit earned by examination) or at a location officially designated as a residence center by the governing board of the institution (e.g., in-state military bases and OSU courses at OSU-Tulsa.)

4.3 Transfer Credit from Other Accredited Four-Year Institutions [NO CHANGE]

Except as excluded in Academic Regulations 4.4 Transfer of Credit from Community Colleges and 7.2 Residence Credit Requirements, credits transferred from accredited senior colleges will apply toward baccalaureate degrees in the same way that they would apply had they been earned in residence at OSU. Students may not use transfer credits to satisfy more than one-half the major course requirements for a department unless they have the approval of the head of that department and the academic dean.

4.4 Transfer Credit from Community Colleges

Credits will be accepted by transfer from a community college to meet lower-division (i.e., 1000- and 2000-level courses) requirements only. A minimum of 60 semester credit hours must be earned at a senior college. Within these guidelines, transfer credits are subject to the individual colleges' degree requirements. See Academic Regulation 4.6 for degree applicability of credit for prior learning received from community college transcripts.

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