

INSTRUCTION COUNCIL

MINUTES

July 19, 2018
204 Whitehurst
9:00 a.m. – 10:30 a.m.

In attendance: Laurie Beets, Laura Belmonte, Aaron Christensen, Ryan Chung, Brenda Dawes, Leslie Evans, Richard Frohock, Margi Gilmour, Linda Good, Jeff Hartman, Karen Hickman, Susan Johnson, Diane Jones, James Knecht, Marlys Mason, Robyn Moore, Christine Ormsbee, Shiretta Ownbey, Kyndal Roark, Adrienne Sanogo, Randy Seitsinger, Candace Thrasher, Jean Van Delinder and Pamela Fry, Chair

1. Student Survey of Instruction Response Rate – General Discussion

P. Fry announced that there is concern from some areas with low response rates with students survey of instruction – overall 40% response rate for the University, according to R. Chung. C. Ormsbee reported that research shows that online surveys lose about 30% of the participants. She further stated that incentives can be broken down to point based or non-point based. Either incentive plan can increase response rates by 25-30%. Some ideas were discussed:

- Incentives such as lottery drawings, treats, bonus points added to final grade, etc.
- Discuss the importance of the survey with the students / making it meaningful
- ITLE creating a 2 minute video on importance of student survey of instruction
- Timing – not during finals / staggered
- Opportunity for students to see their grades before students who do not complete the survey
- Encourage students to bring their electronic devices to class to complete survey during instruction time
- CEAT - department heads feel that that the old system was more effective – the written feedback was more thorough than via electronic devices
- CAS - concerned that having only student-driven data would present a considerable amount of biases
- CASNR – faculty workshop led by instructors who have had success with student response rates and obtained quality results
- Supplement with specific college surveys, which would need to be approved by Provost and Faculty Council
- Responsibility of increasing response rates falls on associate deans of each college
- Allow for additional short course evaluations – to be discussed at 8-23-18 Instruction Council (IC) meeting

2. English and Reading Placement Tests – James Knecht

The College Board, who creates the ACCUPLACER exams for English and reading placement is retiring the exams OSU currently uses and is replacing them with two new exams Next-Generation Writing and Next-Generation Reading. OSU needs to officially adopt the new exams and select new cut scores in or to update our English and Reading Placement requirements. Refer to OSU English and OSU Reading Placement Exams Recommended Adoption of ACCUPLACER Next-Generation Exams and Cut Scores document. Most students entering OSU do not require English or reading remediation, however there are about a 100 or so students each year who may require placement. Northern Oklahoma College (NOC) has already adopted the Next-Generation Reading exam and set a cut score of 260. In order to work most efficiently with NOC, who teaches remedial reading and English courses for OSU, OSU will need to set comparative to slightly higher cut scores. University Assessment and Testing (UAT) is proposing adopting cut scores for both exams to be set at

263. If accepted, UAT will transition OSU to the Next-Generation exams in September or October 2018 as the previous ACCUPLACER exams will not be available after January 2019.

Motion was made to accept the Next-Generation ACCUPLACER exams for English and reading placement, and approved.

3. Saturday Office Hours During Welcome Week – Pamela Fry

This topic has been discussed at Council of Deans. The majority of the group felt that our academic college advising offices should be available for a portion of the Saturday before the fall semester begins. Because of lack of student traffic, not all advising offices are supportive. P. Fry suggested that directors of advising address their concerns with their associate deans.

4. Curriculum Requests:

Bachelor of University Studies – requirement changes were approved last year. Because of those changes, OSU may have a significant number of students who wish to move to the 2018-2019 plan. The routing of the BUS is as follows: college unit to registrar to vice provost to registrar to college unit. For those students who have already been approved into the BUS program and would like to move to the new 2018-2019 plan, consent was given to remove the vice provost from the series of approvals. Instruction Council members indicated their agreement with this decision.

College of Arts and Sciences

**UNDERGRADUATE RESEARCH, UNDERGRADUATE CERTIFICATE
New Program**

The College of Arts & Sciences proposes an 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 should be considered as university wide, not just offered by the College of Arts and Sciences. The mechanics of this certificate, if offered university wide, will need to be developed. P. Fry suggested that Latasha Tasci, program coordinator of Scholar Development and Undergraduate Research, assist with this effort. L. Belmonte will include representatives from all academic colleges to re-create this undergraduate research certificate.

This certificate was tabled for the purpose of making it a more university-wide certificate.

College of Education, Health and Aviation

**COMPARATIVE AND INTERNATIONAL EDUCATION, GRADUATE CERTIFICATE
New Program**

The College of Education, Health and Aviation (CEHA) proposes a graduate certificate for students who desire an understanding of international issues surrounding education. Educators, school administrators, and individuals who are interested in careers in policymaking, academic research, non-governmental organizations, and multilateral organizations (i.e. the World Bank, the United Nations, etc.) will benefit from the coursework offered. Students will examine global educational philosophies and politics through comparative practices and make analytical comparisons among educational issues in various contexts.

Motion was made to accept the College of Education, Health and Aviation's Comparative and International Education, Graduate Certificate program, and approved.

NURSING, BS New Program

The College of Education, Health and Aviation proposes a new program in Nursing. The program is designed to address the increasing demand for nurses in Oklahoma and the nation. The proposed program prepares students to practice professional nursing that meets the dynamic health care needs of individuals, families, groups, communities, and global populations.

A. Sanogo discussed several areas of concerns:

- CEHA is reallocating resources from the athletic training program that recently moved to a different department in preparation for the above-mentioned program.
- Budget concerns regarding program expenses and revenue - CEHA consulted with the Office of Academic Affairs regarding the budget, and provided a conservative estimate of expenses and revenue.
- Other state nursing programs – there are three public institutions with nursing programs within 70 miles of Stillwater (Langston, UCO and OU Health Sciences Center). There are 211 students attending OSU who are required to go elsewhere to complete their program as OSU does not have a full nursing program. This proposed program would allow these students to complete their degrees at OSU. The nursing programs at other state universities have healthy enrollments, indicating that OSU would not be damaging their enrollment in any way.
- Enhanced clinical experiences - OSU has strong support from our advisory board to offer this degree. OSU-CHS is supportive of our program, possibly allowing our students to utilize their simulation lab. Dr. Kasey Shrum, President of OSU-CHS will work to provide clinical experiences at OSU Medical Center and potentially St. Francis Hospital.
- Proposed program will receive proper priority. Currently CEHA offers an RN to BSN program, which addresses a very different population than the Nursing, BS program.
- CEHA consulted with Office of Academic Affairs to determine a conservative productivity number - projected at 27 students at year 5. Recently OSU was ranked 39th in the top 100 online nursing programs in the nation. The nursing workforce is aging, and therefore we are in critical need of nurses.
- P. Fry mentioned that Provost Gary Sandefur will reach out to the provosts of the other institutions mentioned above in an effort to maintain a sense of balance. A certain level of scrutiny should be anticipated.
- J. Hartman corroborated the fact that a significant number of students who are considering OSU for their higher education institution will go elsewhere because we do not offer a nursing program. He stated that Admissions receives a significant number of questions regarding a nursing program at OSU. He also stated that clarification will be needed for the coordination of the proposed nursing program and the existing pre-nursing certificate.
- Members of Instruction Council indicated that they would like to hear further interaction between questions and answers. Additional discussion will continue at the 8-2-18 Instruction Council meeting.
- **Additional note:** A. Sanogo met with Cynda Clary from College of Agricultural Sciences and Natural Resources and Shiretta Ownbey from College of Human Sciences on 7-26-18. Discussion led to the decision to add a 1-page supplement to the proposal that will include the following:
 - A description of how the proposed nursing program is tied to the other health programs in CEHA
 - A description about how the program will focus on underserved populations and rural areas
 - A stronger description of clinical experiences and what those will look like for students. (Diverse experiences in both urban and rural settings, in critical care and other areas)
- **Additional note:** CEHA will work closely with the College of Arts and Sciences (CAS) to make sure that the CEHA nursing program coordinates well with the CAS nursing certificate.

The above-mentioned curriculum request was tabled for further discussion at the 8-2-18 Instruction Council meeting.

College of Human Sciences

**HOSPITALITY AND TOURISM MANAGEMENT, BSHS
New Offering at OSU-Tulsa**

The College of Human Sciences proposes to offer the BSHS in Hospitality and Tourism Management at OSU-Tulsa. Two years of coursework will be delivered at OSU-Tulsa to accommodate students who complete associate degrees at two-year institutions.

Motion was made to accept the above-mentioned College of Human Sciences Hospitality and Tourism Management, BSHS, and approved.

5. **Summer Reinstatement Program – Candace Thrasher**
Postponed for the 8-2-18 Instruction Council meeting

6. **Workshop for Reinstated Students – Candace Thrasher**
Postponed for the 8-2-18 Instruction Council meeting

7. **Banner 9 Update – Robyn Moore**
Banner 9 has been in its testing phase since April. The update has a new look and feel – more user friendly. The plan is that Banner 9 will be put into production this weekend, with availability on Monday, July 23, 2018. It will coexist with Banner 8; however, there will be Banner 9 only days in the future. R. Moore encouraged the members to contact her with any questions they may have. She will offer training for Banner 9 in the near future. The end of life for Banner 8 will be October 26, 2018 at 5:00 p.m.

L. Beets, Bursar, added that there are navigation changes with Banner 9. IT will have more information on the links in the future. Currently, the Bursar website contains a link to the Banner navigation tools (lower left).

8. **CourseLeaf Update – Diane Jones**
D. Jones reported that the CourseLeaf online application for program and course changes is progressing as scheduled. The testing environment opened last week. Representatives from each academic college attended the testing of the application. We are still in the development phase. Workflow is also progressing, with a considerable amount of work remaining. We are continuing to accept both forms of program and course changes – paper and online. Several individuals have volunteered to key in the information. The go live data is in September.

9. **Other**

- a. **P. Fry** announced Instruction Council's newest member – Dr. Laura Belmonte from the College of Arts and Sciences.
- b. **P. Fry** mentioned the letter recently submitted by Provost Sandefur announcing an internal search for an Interim Part-Time Associate Provost. This individual will be responsible for overseeing the activities within University College and University Assessment and Testing, as well as convene DSAS. There will be an application screening committee for the interim position, with the possibility of visiting with the Provost. This position is expected to be a 1 year appointment. For further questions, please contact P. Fry.

Meeting adjourned at 10:34 a.m.

Minutes were recorded by Kyndal Roark