

INSTRUCTION COUNCIL

AGENDA

Thursday, November 18, 2021

Zoom <https://zoom.us/j/96284911705>

9:00 a.m. – 10:30 a.m.

In attendance: Laurie Beets, Larry Burns, Aaron Christensen, Cynda Clary, Andrew Doust, Leslie Evans, Richard Frohock, Jami Fullerton, Margi Gilmour, Jeff Hartman, Susan Johnson, Diane Jones, James Knecht, Marlys Mason, Blake Myers, Christine Ormsbee, Rita Peaster, Kyndal Roark, Adrienne Sanogo, Randy Seitsinger, Candace Thrasher, Jean Van Delinder, Denise Weaver, Missy Wikle, and Chris Francisco, Chair.

1. Transfer Dashboard in CDR – Cheryl Kleeman

Cowboy Data Roundup now has the Transfer Dashboard available with the following categories:

- Transfer Enrollment – can be viewed by college, specialty populations, gender, first generation, engaged status
 - T1 = students with 7-23 credit hours
 - T2 = students with 24 or more credit hours but no degree
 - T3 = students with 24 or more credit hours with an associate's degree
- Transfer Retention and Graduation Rates
- Transfer Persistence
- Transfer D/F/W Information
- Transfer Engagement – currently 82 percent of our transfer students are not engaged
- Average Hours to Undergraduate Degree

A question was raised about breaking down the transfer information by campus. L. Burns explained that it can be accomplished but that particular request would need to be submitted separately.

The Transfer Success Advisory Board was created to improve the transfer student experience. The board is currently chaired by Dr. Doug Hallenbeck and Cheryl Kleeman. There are multiple committees and C. Kleeman announced that there is a need for people to serve on the committees.

2. NC-SARA Requirements for Out-of-State Placements – Chris Ormsbee

National Council for State Authorization Reciprocity Agreements has been in existence for five years with the purpose of coordinating online programs across the country. Prior to NC-SARA, if an institute of higher learning wanted to offer an online program in another state, that institution had to seek permission. For states that are members of NC-SARA, that permission is no longer required. California is the only state that does not participate in NC-SARA. There is now a requirement thru NC-SARA to notify them of all out of state placements. We are required to post information for out of state students who are in a licensure program to inform them whether our program meets their licensure program requirements in their home state. C. Ormsbee requested that all associate deans submit to her the names of all licensure programs so that they can be included with the renewal for the NC-SARA membership. It is important to track NC-SARA data because every year information for every one of our online students whose home state is not Oklahoma. NC-SARA also requires us to specify students who are placed in other states for internships, practicum, etc. C. Ormsbee will be contacting each academic college for this information.

3. Degree Works 5.0.5 Update – Blake Myers and Leslie Evans

We will be on an unsupported version of Degree Works starting in March, 2022. An update will be available after the first of the year. The audit will work very similarly to the current version but have a much nicer interactive component to it. The upgrade version is much more mobile device user friendly. We need to coordinate with other A&M institutions who are on our system to

make sure they upgrade at the same time. Directors of Student Academic Services group recommended week four of the spring semester as the most opportune time for the update for the advising community.

Support for the advisors will continue to be available. Functionality will remain the same. There is a large handful of individuals who have access to the new version and are working with it to anticipate any fixes necessary. The new environment will be released to all advisors in early December. They will have access to the old and new versions to compare side by side. B. Myers' team would be happy to meet with advising groups of individual colleges if necessary.

IC members indicated their agreement for the week four implementation of the Degree Works 5.0.5 update.

4. Office of the Registrar Contacts – Rita Peaster

R. Peaster outlined updates to the Registrar's Office personnel within the last few months:

- Colton Kersey, Coordinator, Course Management and Class Scheduling – gurooms@okstate.edu
- Trent Davis, Assistant Registrar, Registration Services and Commencement – registrar@okstate.edu; commencement@okstate.edu
- Blake Myers, Assistant Registrar, Technology Team – tech-registrar@okstate.edu

5. Curriculum

1) Information Item Only:

N/A

2) Course Actions Summaries:

College of Arts and Sciences

Course Actions

Motion was made by A. Sanogo and seconded by R. Seitsinger to accept the attached list of College of Arts and Sciences course actions, and Instruction Council (IC) members approved.

College of Education and Human Sciences

Course Actions

Discussion: DHM 5043 will be tabled for further course title discussion with Spears School of Business. HHP 5223 was tabled at college level and should not have been included within the course actions.

Motion was made by M. Mason and seconded by A. Doust to accept the attached list of College of Education and Human Sciences course actions, with the exception of DHM 5043 and HHP 5223, and Instruction Council (IC) members approved.

OST Tulsa Professional Studies

Course Actions

Motion was made by C. Clary and seconded by J. Van Delinder to accept the attached list of College of Education and Human Sciences course actions, and Instruction Council (IC) members approved.

College of Engineering, Architecture and Technology

Course Action

New Course	Title	Description	
------------	-------	-------------	--

CHE 2023	Introduction to Chemical Engineering Thermodynamics	Course Description: Systems approach to modeling industrial process, application of first and second laws, properties of substances, separate strategies using thermo-dynamic principles, and power generation cycles. Prerequisite(s): CHEM 1314, CHEM 1414 or CHEM 1515. MATH 2144, PHYS 2014 with a grade of "C" or better	New Course
-----------------	--	--	-------------------

Motion was made by A. Sanogo and seconded by A. Doust to accept the College of Engineering, Architecture and Technology CHE 2023 course action, and Instruction Council (IC) members approved.

**Graduate College
Course Action**

New Course	Title	Description	
MPH 5983	Implementation and Evaluation of Public Health Programs	Application of program implementation and evaluation, including evaluation design. Same course as HLTH 5983	3 LEC Credit hours

Motion was made by C. Clary and seconded by A. Sanogo to accept the Graduate College MPH 5983 course action, and Instruction Council (IC) members approved.

**Center for Health Sciences
Course Actions Exception**

Course	Title	Description	Present	Proposed
BIOM 5993	Principles of Neuroanatomy		Credit hour configuration 2 LEC/2 LAB	Credit hour configuration 3 LEC

Motion was made by A. Sanogo and seconded by A. Doust to accept the Center for Health Sciences BIOM 5993 course action exception, and Instruction Council (IC) members approved.

3) **Program Modifications:**

College of Arts and Sciences

Bachelor of Fine Arts in Art (233)

Course requirement change

- Option in Studio Art
 - Remove ART 4053
 - Increase hours for ART 4280 from 6 to 9 credit hours and from 3 to 6 credit hours
 - The proposed changes are requested to align the photography track with other tracks in the degree.
 - No new courses will be added and no courses will be deleted.
 - Total credit hours will not change.

Bachelor of Science in Computer Science (052)

Course requirement change

- Add CS 4243 and CS 4983 as major requirements
- The proposed changes are requested to strengthen the required curriculum within the degree.
- No new courses will be added and no courses will be deleted.
- Total credit hours will not change

Bachelor of Science in Political Science (407)

Option addition

- Add option in Public Policy
- The proposed option is requested to provide students interested in public policy a clear pathway to complete coursework in this area.

Doctor of Philosophy in Psychology (178)

Degree requirement change

- Remove GRE requirement for admission
- The proposed change is requested to allow the program to remain competitive with peer programs during the admission process.

Motion was made by R. Seitsinger and seconded by J. Fullerton to accept the above-mentioned College of Arts and Sciences program modifications, and Instruction Council (IC) members approved.

College of Education and Human Sciences

Master of Science in Human Development and Family Sciences (095)

Option suspension

- Suspend option in Family and Community Services
- The proposed option suspension is requested due to the approval of the Master of Science in Family and Community Services.

Motion was made by R. Seitsinger and seconded by A. Doust to accept the above mentioned Master of Science in Human Development and Family Sciences option suspension, and Instruction Council (IC) members approved.

College of Engineering, Architecture and Technology

Bachelor of Science in Aerospace Engineering (424)

Degree requirement change

- Remove requirement for 2.0 technical GPA

Course requirement change

- Add laboratory options of MAE 3113 or ENGR 2421 and two or more from the following options: ENSC 2141, ENSC 2411, ENSC 3231, ENSC 3311
- The proposed changes are requested to provide better support and more flexibility for students.
- Three new courses will be added and no courses will be deleted.
- Total credit hours will not change.

Bachelor of Science in Mechanical Engineering (424)

Degree requirement change

- Add MAE 4374 as course option to satisfy requirement of the engineering design experience capstone course

Course requirement change

- Add laboratory options of MAE 3113 or ENGR 2421 and two or more from the following options: ENSC 2141, ENSC 2411, ENSC 3231, ENSC 3311
- Add MAE 4374 at alternate to MAE 4344 and MAE 4354
- The proposed changes are requested to provide better support and more flexibility for students.
- Three new courses will be added and no courses will be deleted.
- Total credit hours will not change.

Motion was made by A. Sanogo and seconded by M. Mason to accept the above-mentioned College of Engineering, Architecture and Technology program modifications, and Instruction Council (IC) members approved.

Center for Health Sciences

Master of Athletic Training in Athletic Training (007)

Course requirement change

- Remove BIOM 5020, MAT 5313, MAT 5483, and BIOM 5000
- Add MAT 5122, MAT 5315, MAT 5481, and MAT 5000
- The proposed changes are requested to update the curriculum based on recent course action changes.
- No new courses will be added and two courses will be deleted.
- Total credit hours will not change.

Master of Science in Biomedical Sciences (005)

Degree requirement change

- Remove GRE requirement
- The proposed change is requested to remove barriers to admission.

Master of Science in Physician Assistant Studies (012)

Degree requirement change

- Remove GRE requirement
- The proposed change is requested to remove barriers to admission.

Motion was made by A. Doust and seconded by J. Fullerton to accept the above-mentioned Center for Health Sciences program modifications, and Instruction Council (IC) members approved.

6. Other

- High risk accommodation letters – with the current high risk accommodation letters being submitted on behalf of our students, there is concern among faculty and administration regarding clarity of the letter. OSU is not a fully online

degree granting institution. Not all courses can be delivered online and keep the level of integrity with the course. There are challenges and frustrations with the pushback from families regarding the wording of the letter and the different ways in which it is being interpreted. A. Doust has drafted a letter to be used that addresses the issue with specific courses that cannot be delivered online. R. Peaster questioned when the accommodation letters are received and the drop/add issues that can cause challenges. C. Francisco explained that these accommodation letters are granted thru University Health Services. He would like to discuss the proposed modifications with the Academic Affairs administration and then develop a way to address it with UHS and Student Accessibility Services. The goal is clear communication with the students. IC members indicated their agreement of modifications to the letter. Additional information will be forthcoming.

Meeting adjourned at 9:56am.

Minutes were recorded by K. Roark