In attendance: Laurie Beets, Chad Blew, Larry Burns, Aaron Christensen, Stephen Clarke, Cynda Clary, Andrew Doust, Craig Freeman, Richard Frohock, Jami Fullerton, Jeff Hartman, Sunderesh Heragu, Diane Jones, James Knecht, Sarah Johnson, Christine Ormsbee, Rita Peaster, Jerry Ritchey, Kyndal Roark, Candace Thrasher, Jean Van Delinder, Missy Wikle and Chris Francisco, Chair.

1. **Coursedog update – Rita Peaster**
    Coursedog is new software that was recently purchased to help automate the OSU class schedule development and academic event schedules.
    Implementation issues:
    -   We have found the Banner Ethos integration methodology (preferred by IT) problematic due to limitations with fields that can be included in the automated data feed between Banner and Coursedog. Fields that can't be included in the automated Banner integration would either require IT to build extensions (with no guarantee that they'd work) or manual data entry would be required in one or both systems. Example fields that are issues with the Ethos integration method include:
        o   Variable credit hours
        o   Max Enrollment
        o   Waitlist capacity
        o   Cross list identifiers
    Accomplishments:
    -   We're pivoting away from Ethos integration to the standard Banner Direct integration methodology for Coursedog. Estimation of time to switch to the different methodology will result in two additional months to create a new staging environment that will incorporate the OSU data and provide configuration options that reflect this new Banner integration.
    -   Progress has been made on the event scheduling configuration.
    -   IT is developing some automation to academic department information for faculty in Banner to make it easier for department schedulers to add faculty to their courses
    -   Meeting soon with the University Planner to discuss classroom data cleanup, including:
        o   Categorizing classrooms by room type
        o   Identifying valuable and accurate room features
        o   Capturing room photos

    Although the Banner integration and initial system configuration is estimated to take an additional two months, we are still working to stay on track with the original timeline for the initial pilot (with a handful of departments) scheduled for late next spring (drafting the Spring 2024 class schedule). Next summer we expect to provide training and prepare for a full launch of using Coursedog to draft the Summer 2024 class schedule.

2. **Commencement receptions – Rita Peaster**
    Postponed discussion

3. **General education credit for zero-ending courses – Chris Francisco**
    The current general education policy specifies that zero ending courses may be submitted three times for GENED credit. After three submissions of the same course policy states that course should be considered a regular course. There are instances when courses may be taught regularly but do not necessarily need to be given a permanent number in the course catalog, e.g., courses taught under HONR 1000 – general seminar course for new seminars. We do not typically submit more than three

times, however there are exceptions. Instruction Council members indicated their desire to continue discussion of these zero ending courses on a case-by-case basis.

4. **Midterm grade information and dissemination – Chris Francisco**
C. Francisco thanked IC members for their part in submitting midterm grades for the 1000 and 2000 level classes – close to 95 percent success rate. He encouraged all IC members to review the e-print to determine the missing grades. There is a definite benefit for students to see their grade mid semester.

- IC members expressed their opinion on increasing support for stronger encouragement for submitting six-week grades in upper division courses –it may be helpful to some students, while others may be aware of their grade due to the details of the course. With students who come to OSU with a significant number of concurrent hours, they would need the course feedback.
- Encourage instructors to post grades throughout the semester, even if they do not submit six-week grades. It is important for students to know where they are. Sometimes, 3000 level courses are taken by sophomores.
- R. Peaster will extract the step-by-step midterm grade instructions and final grade instructions process from the midterm grades memo and submit across campus as a separate document.
- IC members discussed the option of emailing grade information to students and expressed their concern with legal / security issues. Students should be able to operate the platforms we offer in order to search for their own grades.
- Colleges should develop more ways to effectively communicate with students in an effort to assist them with finding their grades within the Canvas or Banner systems.

5. **Curriculum**
    1) **Information Item Only:**
       Course Deactivation:
       ENVR 5403 – Water Resources Management, Law, and Policy

    2) **Course Actions Summaries:**
       N/A

    3) **Program Modifications:**

College of Education and Human Sciences

Bachelor of Science in Applied Exercise Science (514)
Course requirement change
- Option in Pre-Professional
    - Remove HHP 3223
    - Remove NSCI 2114
    - Add NSCI 2013
    - Increase electives from 7 hours to 11 hours
- Option in Strength and Conditioning
    - Remove NSCI 2114
    - Add NSCI 2013
    - Remove HHP 2802, HHP 3223, HHP 3333, HHP 3553, HHP 4773
    - Increase electives from 18 to 33 hours
- Option in Sport and Coaching Science
    - Remove NSCI 2114
    - Add NSCI 2013
    - Remove HHP 2712, HHP 3223
    - Add HHP 4013
    - Increase electives from 26 to 28 hours
- The proposed changes are requested to eliminate redundancy and address a course number change.
- Total credit hours will not change

Degree requirement change
- Option in Sport and Coaching Science

- o Change GPA from 2.75 to 2.0
  - The proposed change is requested to increase access to the program for students who may not have an overall GPA of 2.75 or higher.

Bachelor of Science in Design, Housing and Merchandising (050)
Program Name Change
- Change program name from Design, Housing and Merchandising to Design and Merchandising
- The proposed change is requested to better reflect the current focus of the degree program.

Bachelor of Science in Human Development and Family Science (094)
Course requirement change
- Option in Family and Consumer Sciences Education
  - o Remove NSCI 2114
  - o Add NSCI 2013
  - o Remove 1 hour of controlled electives
- The proposed changes are requested to address a course number change.
- Total credit hours will decrease from 124 to 122 hours.

Bachelor of Science in Nursing: RN to BSN (515)
Course requirement change
- Removing NSCI 2114
- Add NSCI 2013
- Increase additional general education (courses designated A, H, N or S) from 8 to 9 hours
- The proposed changes are requested to address a course number change.
- Total credit hours will not change.

Bachelor of Science in Nutritional Sciences (097)
Course requirement change
- Remove NSCI 2114
- Add NSCI 2013 and NSCI 2011
- The proposed changes are requested to address a course number change.
- Total credit hours will not change

Minor in Nutritional Sciences
Change to existing minor
- Remove NSCI 2114
- Add NSCI 2013 and NSCI 2011
- The proposed changes are requested to address a course number change.
- Total credit hours will not change

Undergraduate Certificate in Pre-Nursing (534)
Course requirement change
- Remove First Year Seminar
- Add EDHS 1112
- Remove foreign language requirement
- Remove NSCI 2114
- Add NSCI 2013
- The proposed changes are requested due to moving the certificate from the College of Arts and Sciences to the College of Education and Human Sciences and to address a course number change.
- Total credit hours will not change

Bachelor of Science in Public Health (116)
Course requirement change
- Option in Community Health

- o Remove NSCI 2114
- o Add NSCI 2013
- o Increase electives from 16 to 17 hours
- Option in Exercise and Health
  - o Remove NSCI 2114
  - o Add NSCI 2013
  - o Increase electives from 11 to 12 hours
- The proposed changes are requested to address a course number change.
- Total credit hours will not change

Motion was made by R. Frohock and seconded by J. Van Delinder to accept the above-mentioned College of Education and Human Sciences program modifications, and IC members approved.

College of Engineering, Architecture and Technology

Bachelor of Science in Aerospace Engineering (424)
Course requirement change
- Add ENSC 2611 and ENSC 3431 as alternates to ENSC 2141, ENSC 2411, ENSC 3231, and ENSC 3311
- The proposed changes are requested to provide students with additional lab options and remove courses that are not relevant to the degree.
- Total credit hours will not change

Bachelor of Science in Engineering Technology in Electrical Engineering Technology (077)
Course requirement change
- Add PHYS 2114
- Remove EET 1104 and EET 1244
- Add ENSC 2613 and ENSC 2411
- The proposed changes are requested to provide additional flexibility for transfer students.
- Total credit hours will decrease from 122-123 to 120

Bachelor of Science in Engineering Technology in Fire Protection and Safety Engineering Technology (079)
Course requirement change
- Add MATH 2163 as alternate to STAT 3013, STAT 4023, STAT 4043, MATH 2233, or MATH 3013
- Add PHYS 1214 or PHYS 2114 as alternate to FPST 3383
- The proposed changes are requested to aid students who transfer into the program.
- Total credit hours will not change

Bachelor of Science in Mechanical Engineering (144)
Course requirement change
- Remove BIOL 1111 (for main degree only)
- Add ENSC 2611 and ENSC 3431 as alternates to ENSC 2141, ENSC 2411, ENSC 3231, and ENSC 3311
- The proposed changes are requested to remove a course that is not needed and add additional lab opportunities for students.
- Total credit hours will not change

Bachelor of Science in Engineering Technology in Mechanical Engineering Technology (081)
Course requirement change
- Add PHYS 2114
- Remove EET 1134 and EET 1104
- Add ENSC 2613 and ENSC 2411
- The proposed changes are requested due to changes in the Electrical Engineering Technology program.
- Total credit hours will not change.

Motion was made by A. Doust and seconded by J. Van Delinder to accept the above-mentioned College of Engineering, Architecture and Technology program modifications, and IC members approved.

Spears School of Business

Undergraduate Certificate in Casino, Gaming, and Resort Management
New program request
The Spears School of Business proposes an undergraduate certificate in Casino, Gaming, and Resort Management to prepare students with skills and knowledge needed to seek employment in the gaming sector.

Bachelor of Science in Business Administration in Management (449)
Option addition
- Add option in Management Consulting
  - The proposed option addition is requested to provide additional opportunities for students.
- Add option in Pre-Law
  - The proposed option addition is requested add provide additional opportunities for students.

Motion was made by A. Doust and seconded by R. Frohock to accept the above-mentioned Spears School of Business program modifications, and IC members approved.

6. **Other**
   a. **COVID Update** - Payne County is in the low category. C. Francisco reported that he is very pleased with where we are.
   b. **PACE Update** - After significant discussion Provost and C. Francisco decided to discontinue the PACE project for its third and final year. The Excellence in Academic Advising program required an extraordinary amount of time and effort for very minimal returns (all day retreats, 9 different steering committees, a long survey that did not align with our campus). There was also concern that the PACE program was not optimally aligned with our new strategy process. Our Advisor Professional Development Group we developed prior to COVID represents each college. This group will begin discussion of aligning this effort with the President's new strategy. We want to make sure we involve advisors in decisions going forward.

Meeting was adjourned at 9:41am

Minutes were recorded by K. Roark