

INSTRUCTION COUNCIL

MINUTES

Thursday, December 15, 2022
126 ITLE or Zoom <https://zoom.us/j/96284911705>
9:00 a.m. – 10:30 a.m.

In attendance: Laurie Beets, Chad Blew, Aaron Christensen, Ryan Chung, Cynda Clary, Andrew Doust, Craig Freeman, Richard Frohock, Jami Fullerton, Kathryn Gage, Jeff Hartman, Sunderesh Heragu, Diane Jones, Marlys Mason, Chris Ormsbee, Rita Peaster, Rob Raab, Jerry Ritchey, Kyndal Roark Campbell, Adrienne Sanogo, Candace Thrasher, Jean Van Delinder, and Chris Francisco, Chair.

1. Comprehensive Learner Record – Kathryn Gage

At a previous Instruction Council (IC) meeting C. Francisco asked IC members to begin thinking about what curricular experiences each college has that would match well with the ideal graduate criteria. C. Clary pointed out that possibly a sequence of courses where the student would obtain a competency or internships would be helpful. The recently revealed campus Strategy plan included language that every student must achieve prior to graduation. OSU must carefully impose these requirements without adding barriers to graduation. For a detailed list of objectives for the ideal graduate, please visit <https://go.okstate.edu/about-osu/leadership/president/strategic-plan/ideal-graduate.html>.

K. Gage is the executive director serving in the Office of Vice President for Student Affairs, chair of Student Affairs Assessment Advisory Council, OSU Grow. About a year ago, Vice President Doug Hallenbeck started conversation regarding the idea of providing a comprehensive learner record (CLR). Credential would be a representation of learning experiences the student has accumulated over the course of their undergraduate career. This CLR is not a certificate program but something new that would achieve particular outcomes including:

- Engaging students in the learning process (similar to course catalog)
- Presenting students with the language that is useful for competencies they have acquired
- Identifying student competencies through a nonacademic transcript

K. Gage explained the CLR is a prominent feature of the new strategy plan revealed by President Shrum recently. It is a complex project involving a significant number of campus stakeholders. Individuals from Institutional Research Analytics and Enrollment Management will work to provide a draft registration form in which faculty or staff could submit items for inclusion with the CLR. This submission form will be available through Slate. The plan would include a shadow registration form for testing purposes to discover issues prior to going live. K. Gage also mentioned meeting with the Registrar regarding credentialing software, meeting with Brand Management and writing content for website, in an effort to support the four competencies that define the ideal graduate:

Professional preparedness

- *Works effectively as a member of a team*
- *Solves problems through critical thinking*
- *Communicates effectively in writing and verbally*
- *Gets things done through a diligent work ethic*

Engaged citizenship

- *Welcomes and includes individuals of all backgrounds, cultures and creeds*
- *Respects and esteems the value of diversity in community*
- *Exercises service to the community*
- *Maintains respectful citizen qualities in the digital sphere*

Ethical leadership

- *Makes decisions with integrity*
- *Exercises empathy*
- *Embraces accountability*
- *Demonstrates moral courage*

Personal responsibility

- Exhibits tenacity, adaptability and persistence
- Demonstrates financial literacy
- Carries a commitment to continuous learning
- Handles ambiguity with dexterity and creativity

The CLR is a nonacademic transcript but OSU credentialed. K. Gage has been interviewing other institutions for best practices going forward and developing a foundational set of criteria. Student learning outcomes are necessary for the CLR experience, and plans for assessment will be created. R. Peaster added that the CLR will be a new form of a permanent student record from OSU, reflecting some micro credentials.

There are a few dozen comprehensive learner records within the United States. OSU has set an ambitious course for what it hopes to achieve. Many of these institutions only have nonacademic experiences represented. Most of what was researched was high impact practices, such as service-learning courses, courses associated with internships, and global engagement. Basically, this concept is meant to capture the student activities outside of the classroom in an effort to make them more marketable, and many students are already capturing this information on their resume. For further information, please contact K. Gage.

2. Academic Program Reviews – Chris Francisco

C. Francisco reminded IC members that the academic program reviews have been placed on paused until next year in an effort to determine what is the best practice going forward. In a recent discussion involving C. Francisco, Chris Ormsbee, Sheryl Tucker, Brenda Masters and Ryan Chung, information was shared regarding State Regents’ requirements for OSU program reviews. Plans for changing the process to that of developing plans for improvement - having one or two objectives within the next 5-10 years related to program assessment, student experience, etc,- were discussed. The focus would be placed on project-based information rather than pages of data collection, requiring programs to have more accountability relating to the previous report and plans for moving forward to improve the programs.

3. Curriculum

1) Information Item Only:

N/A

Course Actions Summaries:

Spears School of Business

MSIS 3293		Business Analytics Programming			Prerequisite: MSIS 2103 or BADM 2233. Fundamental principles of programming for business analytics, with a focus on data wrangling concepts and tools	New course
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Motion was made by A. Sanogo and seconded by C. Freeman to accept the above-mentioned Spears School of Business course action, and IC members approved.

College of Engineering, Architecture and Technology

- MAE 3324
- CHE 3543
- CHE 3113
- CHE 3123
- CHE 4002

CHE 4543

CHE 5543

Motion was made by J. Van Delinder and seconded by C. Clary to accept the above-mentioned College of Engineering, Architecture and Technology course actions, and IC members approved.

2) Program Modifications:

College of Arts and Sciences

Bachelor of Science in Mathematics (141)

Option name change

- Change option name from Actuarial and Financial Mathematics to Actuarial Science and Financial Mathematics
- The proposed option name change is required to better reflect the purpose of the program and align the name with the minor in Actuarial Science.

Course requirement change

- For main degree
 - Add MATH 4023
 - Remove “Applications” track
 - Decrease hours required for “General” and “Graduate Study” tracks from 24 to 21 credit hours
- For option in Actuarial and Financial Mathematics (proposed option name change to Actuarial Science and Financial Mathematics)
 - Require MATH 3613
- For option in Applied Mathematics
 - Add PHYS 1114 as alternate to PHYS 2014
 - Remove ECON 2103 and AGEC 1113. Replace with 3 hours designated S.
 - Add PHYS 1214 as alternate to PHYS 2114
 - Require MATH 3613
 - Increase electives from 15 to 16 hours
- For option in Secondary Teacher Certification
 - Remove MATH 4033
 - Remove SMED 4013
 - Add CIED 3133 and CIED 4133
- The proposed changes are requested to provide more flexibility for students and update teacher certification requirements.
- Total credit hours will not change

Degree requirement change

- For option in Applied Mathematics
 - Increase minimum GPA from 2.0 to 2.5
 - Increase major GPA from 2.0 to 2.5
- The proposed changes are requested to align the GPA requirements of this option to other options in the degree.

Bachelor of Arts in Strategic Communications (476)

Bachelor of Science in Strategic Communications (475)

Option addition

- Add option in Sport Communication
- The proposed option is requested to provide students interested in sport communication with a clear path to achieve their educational goals.

Course requirement change

- Option in Advertising and Public Relations
 - Move SC 3953 from option requirement to major requirement
 - Move SC 4013 from major requirement to option requirement
 - Require SC 4493
- Option in Entertainment Media
 - Remove SC 4013
 - Add SC 3953

- Remove MMJ 3153
 - Add 3 hours upper-division course in MC, MMJ, SC, or SPM
 - Remove MMJ 4960 or MMJ 4573
 - Add SC 4443
 - Option in Social Media
 - Remove SC 4013
 - Add SC 3953
 - Remove SC 4763
 - Add SC 4843
 - The proposed changes are requested to add a research methods course to the major requirements and provide students with more relevant course options.
 - Total credit hours will not change
- Degree requirement change
- For all options
 - Remove “A minimum of 72 hours must be taken outside of MC-MMJ-SC-SPM.”
 - Increase hours taken in one department (MC-MMJ-SC-SPM) from 48 to 54 hours.
 - The proposed changes are requested due to recent accreditation changes.

Motion was made by A. Sanogo and seconded by J. Fullerton to accept the above-mentioned College of Arts and Sciences program modifications, and IC members approved.

College of Education and Human Sciences

Bachelor of Science in Apparel Design and Technology

New program request

The College of Education and Human Sciences proposes a Bachelor of Science in Apparel Design and Technology. Currently, the degree is offered as an option in Fashion Design and Production under the Bachelor of Science in Design, Housing and Merchandising. The nature of a stand-alone degree better represents the curriculum and aligns better with current industry trends.

Bachelor of Science in Fashion Merchandising

New program request

The College of Education and Human Sciences proposes a Bachelor of Science in Fashion Merchandising. Currently, the degree is offered as an option in Fashion Merchandising under the Bachelor of Science in Design, Housing, and Merchandising. The nature of a stand-alone degree better represents the curriculum and aligns better with current industry trends.

Bachelor of Science in Interior Design

New program request

The College of Education and Human Sciences proposes a Bachelor of Science in Interior Design. Currently, the degree is offered as an option in Interior Design under the Bachelor of Science in Design, Housing, and Merchandising. The nature of a stand-alone degree better represents the curriculum and aligns better with current industry trends.

Motion was made by C. Clary and seconded by C. Freeman to accept the above-mentioned College of Education and Human Sciences new program requests, and IC members approved.

College of Professional Studies

Bachelor of Professional Studies in Healthcare Administration

New program request

The College of Professional Studies at OSU-Tulsa proposes a Bachelor of Professional Studies in Healthcare Administration to meet the need of students in the Tulsa area who have earned an associate degree in a healthcare-related discipline and wish to continue their educational pursuits and obtain a bachelor's degree.

Motion was made by J. Van Delinder and seconded by A. Sanogo to accept the above-mentioned College of Professional Studies new program request, and IC members approved.

College of Veterinary Medicine

Doctor of Veterinary Medicine (400)

Course requirement change

- Remove VMED 7113, VMED 7114, VMED 7123, VMED 7152, VMED 7162, VMED 7235, VMED 7311, VMED 7323, VMED 7342, VMED 7412, VMED 7583, VMED 7652, VMED 7781
- Add VME 7111, VME 7121, VME 7136, VME 7171, VME 7211, VME 7221, VME 7236, VME 7312, VME 7412, VME 7421, VME 7463, VME 7481, VME 7512, VME 7552, VME 7572, VME 7612, VME 7621, VME 7682, VME 7692
- Remove emphasis tracks from Year 4 curriculum
- Add VCS 7612, VCS 7622, VCS 7632
- The proposed changes are requested due to a complete curriculum update.
- Total credit hours will not change

Motion was made by A. Sanogo and seconded by C. Freeman to accept the above-mentioned College of Veterinary Medicine program modification, and IC members approved.

4. Other

- The Bursar website tuition/fee estimator https://bursar.okstate.edu/tuition_fees/tuition_estimator.html recently was updated with some enhancements:
 - i. Graduate students can now obtain a tuition amount and fee amount to help with tuition waiver clarity.
 - ii. Graduate Completely online programs selection was also added, no college-based fees display.
- Reminder of this semester's grade deadline – Tuesday, December 20 at 3pm.
- The COVID – Pandemic Response Team met this week to discuss the slight increase in Oklahoma as well as nationally. There is expectation of a COVID surge over the holidays as well. OSU continues to evaluate the situation with an eye toward easing campus COVID protocols when feasible. With input from Faculty Council and Council of Deans, we will continue with the current classroom protocols through spring break but alter the default isolation time period from two weeks to one week, which aligns with current CDC guidelines. The Pandemic Response Team will re-evaluate the situation mid semester. The main objective is to avoid significant difficulties where classes are required to move online. A large percentage of the population are vaccinated, which relates to fewer serious COVID cases. The COVID dashboard will continue to be updated as long as COVID protocols are in place. IC members expressed their appreciation of the dashboard.
- IC members agreed to cancel the January 4, 2023 meeting due to the number of associate deans who may still be unavailable during the winter break. If decisions need to be made, emails will suffice.
- A. Doust asked C. Ormsbee for clarification regarding overall direction of online courses in outreach. C. Ormsbee explained that her team is in the process of collecting the data at this time to determine each colleges' findings.
- C. Ormsbee presented the following items for IC members:
 - i. Spring GTA conference will be held January 11th 8:30 to 12 noon. This is a virtual event with registration online on the ITLE website. This conference is typically held the Wednesday before the beginning of the spring semester. The Fall GTA conference is typically held the Tuesday before the fall semester begins.
 - ii. The Fall New Faculty Orientation is scheduled for Thursday and Friday, August 10 and 11. This early date was chosen so that colleges and departments could have full participation of their meetings and orientations. In the past, there was an issue with the timely issuance of okey information for the new faculty members. This problem caused the new faculty members to start the semester without being able to enter into Canvas. Since then, the system has improved. The earlier new faculty arrive, the better. They need time to get settled.
 - iii. Trend for online – many are seeing DFW rates increase for in person students who take online courses.
 - iv. ITLE is marketing to transfer students and non-traditional students, not to Freshmen. Nationally, the freshmen online enrollment is increasing even without marketing. There is definite reason for concern regarding the DFW rates of first-time freshmen.

Meeting was adjourned at 10:09am

Minutes were recorded by K. Roark