

# INSTRUCTION COUNCIL

## MINUTES

Thursday, December 7, 2023

126 ITLE or Zoom

<https://okstate-edu.zoom.us/j/96284911705?pwd=bkITQk5Kc08ydC9GVXJnU2FLaTg0Zz09>

**PASSCODE: 596082**

**9:00 a.m. – 10:30 a.m.**

In attendance: Shannon Baker, Laurie Beets, Chad Blew, Larry Burns, Kyndal Roark Campbell, Aaron Christensen, Cynda Clary, Andrew Doust, Richard Frohock, Jami Fullerton, Jeff Hartman, Sunderesh Heragu, Diane Jones, James Knecht, Marlys Mason, Gina Noble, Chris Ormsbee, Rita Peaster, Jerry Ritchey, Adrienne Sanogo, Rebecca Sheehan, Candace Thrasher, and Chris Francisco, Chair

### 1. Curriculum

#### 1) Information Items Only:

#### 2) Course Action Summaries:

**College of Engineering, Architecture and Technology – attached (see pages 10-13)**

***Motion was made by A. Sanogo and seconded by C. Clary to accept the attached College of Engineering, Architecture and Technology course actions, and all Instruction Council members approved.***

#### 3) Program Modifications:

##### **Ferguson College of Agriculture**

**Entomology and Plant Pathology: Entomology, MS (089)**

**Entomology and Plant Pathology: Plant Pathology, MS (089)**

Course requirement change

- Remove ENPP 5623
- Remove “Select four hours from the following”
- Add ENPP 5523
- Add “Graduate level course deemed necessary by the graduate committee (5 credit hours)”
- Total credit hours will not change
- Reason for requested action: To allow students to select courses related to their research.

##### **Food Safety Management, Graduate Certificate**

New program request

Reason for requested action: To provide students with the skills to manage a food safety program that complies with government regulations and industry standards. Students who complete the certificate can be certified as Preventive Controls Qualified Individuals for both Human and Animal Foods.

Total credit hours: 12

## **Food Safety Science, Graduate Certificate**

New program request

Reason for requested action: To provide students with the technical knowledge to operate a food safety system that complies with government regulations and industry standards. Students who complete the certificate can be certified as Preventive Controls Qualified Individuals for both Human and Animal Foods.

Total credit hours: 12

***Motion was made by A. Sanogo and seconded by A. Doust to accept the above-mentioned Ferguson College of Agriculture program requests, and all Instruction Council members approved.***

## **College of Arts and Sciences**

### **English: Creative Writing, BA (085)**

Program requirement change

- Specify students take at least 6 credit hours of 4000 level courses
- Total credit hours will not change
- Reason for requested action: To provide additional instruction in craft concepts and for students to develop a reading interest in specific collections.

### **Geography, MS (110)**

#### **Geography, PHD (438)**

Program requirement change

- Allow students to select two courses from: GEOG 5303, GEOG 5423, and GEOG 6313

Degree requirement change

- Remove GRE requirement  
Reason for requested action: To remove barriers to admission. Allow students to select the research courses that best suit their needs.  
Total credit hours will not change

### **Geology: Environmental Geology, BS (111)**

Program requirement change

- Add PHYS 1114 as alternate to PHYS 2014
- Add NREM 1014 as alternate to BIOL 1114/BIOL 1113 and BIOL 1111
- Remove 3 hours STAT designated (A)
- Add MATH 2153
- Add PHYS 1214 as alternate to PHYS 2114
- Total credit hours will not change
- Reason for requested action: Update coursework to reflect needs of students and their future career goals.

### **Geology: Petroleum Geology, BS (111)**

Program requirement change

- Add NREM 1014 as alternate to BIOL 1114/BIOL 1113 and BIOL 1111
- Add PHYS 1114 as alternate to PHYS 2014
- Remove GEOL 4103 and add GEOL 4443 as alternate to GEOL 4403
- Add PHYS 1214 as alternate to PHYS 2114
- Total credit hours will not change
- Reason for requested action: Update coursework to reflect needs of students and their future career goals. GEOL 4103 is no longer offered.

### **Mathematics: Data Science, BS (141)**

Option addition

Add option in Data Science

Reason for requested action: To prepare students for the workforce in the rapidly expanding area of data science by providing them with a background in mathematics, computer science, and statistics.

### **Mathematics, Graduate Certificate**

New program request

Reason for requested action: To provide students with supplemental education in mathematics to pair with their graduate degree, specifically for students majoring in areas related to mathematics.

Total credit hours: 12

Discussion:

C. Francisco informed IC members that HLC updates include faculty qualifications that are less explicit and leaving requirements up to the institutions.

### **Multimedia Journalism, BA (478)**

Program requirement change

- Remove emphasis area
- Add select 9 hours from list of options
- Increase traditional liberal arts credit hours from 3 to 6 credit hours
- Total credit hours will not change
- Reason for requested action: To provide greater flexibility for students to pursue courses related to future career goals.

### **Quantum Information Science, Graduate Certificate**

New program request

Reason for requested action: To introduce graduate students to modern developments in quantum physics and prepare them for a career in quantum information science.

Total credit hours: 12

### **Sociology, MS (185)**

#### **Sociology, PHD (186)**

Degree requirement change

- Remove GRE requirement
- Reason for requested action: To reduce barriers to admission.

### **Sports Media, BA (479)**

#### **Sports Media, BS (480)**

Program requirement change

- Change select 6 hours additional MC-MMJ-SC-SPM to select 9 hours additional MC-MMJ-SC-SPM (3 hours must be upper-division)
- Change select 9 hours of upper-division Traditional Liberal Arts to select 6 hours of upper-division Traditional Liberal Arts
- Total credit hours will not change
- Reason for requested action: Adding an additional course from the department to the degree requirements.

### **Strategic Communication: Advertising and Public Relations, BA (476)**

#### **Strategic Communication: Social Media, BA (476)**

Program requirement change

- Remove ECON 1113 or ECON 2103
- Add any course designated (S)
- Add SC 2803 as an alternate to MC 2023
- Total credit hours will not change
- Reason for requested action: To provide students with additional flexibility and create a course option specific to Strategic Communication majors.

### **Strategic Communication: Entertainment Media, BA (476)**

Option deletion

- No students are currently enrolled in the option
- Reason for requested action: Limited interest in the program and no students currently enrolled. Faculty with expertise in the area is no longer at OSU.

***Motion was made by C. Clary and seconded by A. Sanogo to accept the above-mentioned College of Arts and Sciences program requests, and all Instruction Council members approved.***

## **College of Education and Human Sciences**

### **Apparel Design and Technology, BS (339)**

Program requirement change

- Remove DM 3033
- Add DM 3043
- Total credit hours will not change
- Reason for requested action: The proposed course changes will better equip students with the skills necessary to be competitive in industry.

### **Applied Educational Studies: Aviation and Space Education, EDD (069)**

Degree requirement change

- Remove GRE and MAT requirement
- Reason for requested action: To reduce barriers to admission.

### **Applied Exercise Science: Sport and Coaching Science, BS (514)**

Degree requirement change

- Change overall GPA from 2.75 to 2.00
- Change GPA to enroll in HHP 4480 from 2.75 to 2.00
- Change College/Departmental GPA from 2.75 to 2.00
- Change Major GPA from 2.75 to 2.00
- Reason for requested change: To attract additional students to the major who are interested in pursuing a career in coaching or athletics.

### **Counseling Psychology, MS**

New program request

Reason for requested action: To provide integrated training in psychology as a behavioral science and in counseling psychology as a specialty. Offering a Master's degree aids in recruitment for the current PHD program.

### **Digital Design in Design and Merchandising, Undergraduate Certificate**

New program request

Reason for requested action: To equip students with the necessary digital design skills needed in the interior design industry.

Total credit hours: 18

### **Educational Leadership Studies: Workforce and Adult Education, MS (437)**

Course requirement change

- Add EDLE 5323 and EDLE 5723
- Remove 6 hours of electives
- Total credit hours will not change
- Reason for requested action: To add foundational knowledge of school law and school finance to the program requirements.

### **Family Financial Planning, MS (427)**

Program requirement change

- Remove EDHS 5240, FFP 5303, FFP 5333, FFP 5353
- Add FFP 5243
- Remove "Select six hours from the following"
- Add "Select nine hours from the following"
- Reason for requested action: To remove redundancy in the curriculum.
- Total credit hours will decrease from 36 to 30

### **Learning and Motivation, Undergraduate Certificate (280)**

Course requirement change

- Remove CPSY 4223
- Change "select 6 hours from the following" to "select 9 hours from the following"
- Total credit hours will not change
- Reason for requested action: CPSY 4223 better serves as a course option can choose rather than a required course.

### **Nutritional Sciences: Nutrition and Exercise (097)**

Option deletion

Reason for requested action: There are no students currently enrolled in the option.

### **Secondary Education: English, BS (182)**

Program requirement change

- Remove ENGL 2453
- Move ENGL 2773 from Major Requirements to General Education Requirements
- Remove ENGL 3243
- Remove ENGL 4320
- Add 3 credit hours of any ENGL 3000-level course
- Increase CIED 4720 from 6 to 12 credit hours

Degree requirement change

- Change major GPA from 2.75 to 2.50

Total credit hours will not change

Reason for requested action: Changing the major GPA requirement to align with Oklahoma State Teacher Certification requirements. Allow additional student choice and provide flexibility in course scheduling. The change to CIED 4720 allows more equal distribution of credit hours across semesters.

## **Secondary Education: Science, BS (182)**

Program requirement change

- Move PHIL 3933 from General Education requirements to College/Departmental Requirements
- Total credit hours will not change
- Reason for requested action: PHIL 3933 no longer holds (H) designation.

***Motion was made by S. Heragu and seconded by J. Fullerton to accept the above-mentioned College of Education and Human Sciences program requests, with the exception of the tabled Digital Design in Design and Merchandising, Undergraduate Certificate, and all Instruction Council members approved.***

## **College of Engineering, Architecture and Technology**

### **Fire Protection and Safety Engineering Technology, BSET (079)**

Program requirement change

- Remove MATH 2133 as alternate to MATH 2153
- Total credit hours will not change
- Reason for requested action: To better prepare students for taking national exams and provide students with additional course choices based on prerequisites required.

***Motion was made by C. Clary and seconded by M. Mason to accept the above-mentioned College of Engineering, Architecture and Technology program modification, and all Instruction Council members approved.***

## **Spears School of Business**

### **Accounting Systems: Cyber Audit, BSBA**

### **Accounting Systems: Data Analytics, BSBA**

New program request

Reason for requested action: To equip accounting students with skills needed for data analytics, cybersecurity, and information systems.

Total credit hours: 120

### **Computational Economics and Data Analytics, Undergraduate Certificate**

New program request

Reason for requested action: To prepare students to pursue technical careers in business analytics, public policy analysis, and other data-intensive fields.

Total credit hours: 18

### **Cyber Systems, Undergraduate Certificate**

New program request

Reason for requested action: To provide students with the foundation to work in the cybersecurity field within major organizations.

Total credit hours: 16

### **Data Analytics, Undergraduate Certificate**

New program request

Reason for requested action: To provide students with data analytics skills that can be paired with their major to

enhance their employment opportunities.

Total credit hours: 16

### **Data Engineering, Undergraduate Certificate**

New program request

Reason for requested action: To provide students with data engineering skills that can be paired with their major.

To prepare students with data analysis skills.

Total credit hours: 16

### **Finance, BSBA (446)**

**Finance: Commercial Bank Management, BSBA (446)**

**Finance: Financial Analyst, BSBA (446)**

Course requirement change

- Remove “3 hours of MATH or STAT designated (A)”
- Add MATH 1483 (or higher MATH designated (A) (except for MATH 1493))
- Total credit hours will not change
- Reason for requested action: To ensure students have needed prerequisites for STAT 2103/2023/2053.

### **Information Systems Development, Undergraduate Certificate**

New program request

Reason for requested action: To provide students with the core skills for systems development. Designed for those returning to school to change careers or those wanting to augment existing degree programs.

Total credit hours: 16

### **Supply Chain Management, Undergraduate Certificate**

New program request

Reason for requested action: To provide students skill needed for managing and optimizing supply chains.

Total credit hours: 18

***Motion was made by S. Heragu and seconded by A. Doust to accept the above-mentioned Spears School of Business program requests, with the exception of the three (3) tabled undergraduate certificates - Data Analytics, Data Engineering and Supply Chain - and all Instruction Council members approved.***

### **Graduate College**

#### **Interdisciplinary Studies, MS (155)**

CIP code change (the most exciting thing in Academia according to Chris Francisco!)

Change CIP code from 30.1801 to 30.0000

Reason for requested action: CIP code was not updated when degree name was changed.

***Motion was made by A. Doust and seconded by C. Clary to accept the above-mentioned Graduate College program modification, and all Instruction Council members approved.***

### **Center for Health Sciences**

#### **Biomedical Sciences, MS (005)**

CIP code change

Reason for requested action: To update CIP code to match PHD in Banner

### **Digital Forensics and Incident Response, Graduate Certificate**

New program request

Reason for requested action: To provide students with the necessary knowledge and skills to enter the digital forensics and incident response field.

Total credit hours: 12

### **Forensic Crime Analysis, Graduate Certificate**

New program request

Reason for requested action: To provide students interested in crime analysis with the skills necessary to enter the field of crime analysis and sit for the Law Enforcement Analyst Foundation Exam.

Total credit hours: 12

### **Forensic Threat Assessment and Management, Graduate Certificate**

New program request

Reason for requested action: To provide students with the skills needed to conduct evidence-based threat assessments and sit for the Certified Threat Manager exam.

Total credit hours: 12

***Motion was made by A. Doust and seconded by M. Mason to accept the above-mentioned Center for Health Sciences program requests, and all Instruction Council members approved.***

## **2. Other**

- C. Francisco congratulated S. Heragu for his new endowed professorship that was announced at the 2023 Awards Convocation ceremony.
- C. Blew offered an update regarding Federal Financial Aid. At a recent Department of Education conference, the federal government clarified their new gainful employment regulations. The good news is that these regulations will not cause any disruption for departments interested in pursuing certificates. The federal government plans to roll out their updated website on July 1, 2026. At that time OSU will be required to prominently display that information on multiple webpages throughout the OSU site. We will also be required to provide additional information to students. C. Blew will prepare a document with the updated federal government website information to distribute to IC members. In light of this new information, C. Francisco added it is a good time to consider converting minors to certificates.
- L. Burns informed IC members that the data IRS is using is available to specific companies, with Lightcast Data being one of those companies. Lightcast follows graduate careers for up to ten years, and they allow the sharing of this data publicly, not just solely with administrators. Institutional Research and Analytics is interested in working with Lightcast Data and will be sharing their information with the associate deans at a future meeting.
- C. Francisco thanked C. Thrasher and D. Jones for their work regarding curriculum and course actions.
- C. Francisco asked the associate deans to forward the recently distributed General Education Working Group update to all department heads. The international / diversity (I/D) requirement now specifies hours, which will be encompassed in the 40 hours of general education courses. Any course that meets the learning objectives for international competency and diversity competency, even if the course is not housed in the College of Arts and Sciences, will be allowed to meet the I/D requirement because the learning outcomes should allow us to classify the courses as “liberal arts and sciences courses.”
- C. Francisco thanked IC members for sharing the general education information with their colleges, as well as maintaining rumor control. Although there are no major details, there will be a soft call for people to think about putting together teams for GE trails. Each trail will need to consist of courses from at least two colleges. Likely there will be a group similar to General Education Advisory Council to approve the trails. Additional staff may be needed at that point, however nothing is official at this time.

- C. Francisco reminded IC members that the December 21 and January 4 Instruction Council meetings were removed from the schedule mostly due to holiday travel plans of many of the members. If there are updates / decisions to be discussed by IC during this six-week period, C. Francisco will communicate via email.
- C. Francisco announced the HLC site visit will be held April, 2026. The HLC steering committee membership has been determined and will be announced by the President. Certain criteria have been assigned to each member, and there will be further meetings to discuss composition of subcommittees where criterion will be discussed in detail. The recommendation from HLC is to begin preparing for accreditation at least 18 months prior to the site visit, and we are giving ourselves an abundance of time.

Meeting was adjourned at 9:49am

Minutes were recorded by K. Campbell

**OKLAHOMA STATE UNIVERSITY**

**CURRICULAR REQUESTS FROM THE COLLEGE of Engineering, Architecture and Technology Date: 11/3/23**

PRESENT	PRO-POSED	PRESENT	PRO-POSED	PRESENT	PROPOSED	ACTION SUMMARY
PREFIX/NUMBER		TITLE		ACTION		
MODIFIED COURSES						
ECEN 5113		Power Sys Analysis by Comp Meth		Prerequisite(s): No Prerequisite specified.	Prerequisite(s): ECEN 4153 or Departmental Permission.	Prerequisite change
ECEN 5123		Engineering Systems Reliability Evaluation		Prerequisite(s): No Prerequisite specified.	Prerequisite(s): ECEN 4503 or Departmental Permission.	Prerequisite change
ECEN 5133		Power Electronics and Renewables		Prerequisite(s): No prerequisite specified.	Prerequisite(s): ECEN 3314 or Departmental Permission.	Prerequisite change
ECEN 5153		Direct Energy Conversion		Prerequisite(s): No Prerequisite specified.	Prerequisite(s): Departmental Permission	Prerequisite change
ECEN 5163		Cyber Physical Systems and Smart Grid		Prerequisite(s): ECEN 4503	Prerequisite(s): ECEN 4503 or Departmental Permission	Prerequisite change
ECEN 5193		Power Economics and Regulation		Prerequisite(s): Vector calculus, familiarity with complex numbers. Departmental Permission.	Prerequisite(s): ECEN 3113 or Departmental Permission.	Prerequisite change
ECEN 5223		Digital Systems Testing		Prerequisite(s): No prerequisite specified.	Prerequisite(s): Departmental Permission.	Prerequisite change
ECEN 5233		Embedded Sensor Networks		Prerequisite(s): Graduate standing or consent of instructor.	Prerequisite(s): Departmental Permission.	Prerequisite change
ECEN 5253		Digital Computer Design		Prerequisite(s): ECEN 4243 or graduate standing.	Prerequisite(s): ECEN 4233 or ECEN 4243 or Departmental Permission.	Prerequisite change
ECEN 5263		VLSI Digital Systems Design		Prerequisite(s): ECEN 4303; ECEN 5253 recommended or graduate standing.	Prerequisite(s): ECEN 4303 or Departmental Permission.	Prerequisite change
ECEN 5283		Computer Vision		Prerequisite(s): ECEN 4763.	Prerequisite(s): ECEN 4763 or Departmental Permission	Prerequisite change
ECEN 5313		Analog Integrated Circuits		Prerequisite(s): Departmental Permission	Prerequisite(s): ECEN 3314 or Departmental Permission.	Prerequisite change
ECEN 5333		Semiconductor Devices		Prerequisite(s): ECEN 3314 and PHYS 3313 or equivalent.	Prerequisite(s): ECEN 3314 or Departmental Permission.	Prerequisite change
ECEN 5363		Mixed-Signal Integrated Circuits		Prerequisite(s): Departmental Permission.	Prerequisite(s): ECEN 3314 or Departmental Permission	Prerequisite change

ECEN 5373		RF Microwave Circuit Design		Prerequisite(s): ECEN 3314 and ECEN 4613	Prerequisite(s): ECEN 4613 or Departmental Permission.	Prerequisite change
ECEN 5413		Optimal Control		Prerequisite(s): ECEN 3314 and ECEN 4613.	Prerequisite(s): ECEN 4413 or Departmental Permission.	Prerequisite change
ECEN 5433		Robotics Kinematics, Dynamics and Control		Prerequisite(s): ECEN 4413 or MAE 4053 or consent of instructor.	Prerequisite(s): ECEN 4413 or Departmental Permission	Prerequisite change
ECEN 5463		Nonlinear System Analysis and Control		Prerequisite(s): ECEN 4413 or MAE 4053, ECEN 5713 or MAE 5713.	Prerequisite(s): ECEN 4413 or Departmental Permission.	Prerequisite change
ECEN 5473		Digital Control Systems		Prerequisite(s): ECEN 4413 or MAE 4053	Prerequisite(s): ECEN 4413 or Departmental Permission	Prerequisite change
ECEN 5483		Advanced Mechatronics Design		Prerequisite(s): MAE 4733.	Prerequisite(s): MAE 4733 or Departmental Permission.	Prerequisite change
ECEN 5513		Stochastic Systems		Prerequisite(s): ECEN 4503 or STAT 4033	Prerequisite(s): ECEN 4503 or Departmental Permission.	Prerequisite change
ECEN 5533		Modern Communication Theory		Prerequisite(s): ECEN 5513	Prerequisite(s): ECEN 5513 or Departmental Permission.	Prerequisite change
ECEN 5543		Data Transportation and Protection		Prerequisite(s): No Prerequisite specified.	Prerequisite(s): Departmental Permission	Prerequisite change
ECEN 5553		Telecommunications Systems		Prerequisite(s): Graduate standing or consent of instructor	Prerequisite(s): Departmental Permission	Prerequisite change
ECEN 5573		Wireless Communication		Prerequisite(s): ECEN 4503 or STAT 4033	Prerequisite(s): ECEN 5533 or Departmental Permission	Prerequisite change
ECEN 5613		Electromagnetic Theory		Prerequisite(s): ECEN 3613.	Prerequisite(s): ECEN 3623 or Departmental Permission.	Prerequisite change
ECEN 5623		Antenna Theory		Prerequisite(s): ECEN 3613.	Prerequisite(s): ECEN 3623 or Departmental Permission	Prerequisite change
ECEN 5633		Radar Theory		Prerequisite(s): ECEN 3613; ECEN 4503 or ECEN 5513	Prerequisite(s): ECEN 4503 or Departmental Permission	Prerequisite change

ECEN 5643		Antennas and Propagation for Wireless Communications		Prerequisite(s): ECEN 3613, ECEN 4503	Prerequisite(s): ECEN 4503 or Departmental Permission	Prerequisite change
ECEN 5683		Biomedical Optics		Prerequisite(s): Departmental Permission.	Prerequisite(s): ECEN 4843 or Departmental Permission	Prerequisite change
ECEN 5713		Linear Systems		Prerequisite(s): ECEN 4413 or MAE 4053.	Prerequisite(s): ECEN 4413 or Departmental Permission.	Prerequisite change
ECEN 5733		Neural Networks		Prerequisite(s): ECEN 5713 or MAE 5713	Prerequisite(s): ECEN 5713 or Departmental Permission	Prerequisite change
ECEN 5763		Digital Signal Processing		Prerequisite(s): ECEN 4763	Prerequisite(s): ECEN 4763 or Departmental Permission	Prerequisite change
ECEN 5773		Intelligent Systems		Prerequisite(s): ECEN 5713 or MAE 5713	Prerequisite(s): ECEN 5713 or Departmental Permission.	Prerequisite change
ECEN 5783		Medical Imaging		Prerequisite(s): ECEN 4743.	Prerequisite(s): ECEN 4743 or ECEN 4763 or Departmental Permission.	Prerequisite change
ECEN 5793		Digital Image Processing		Prerequisite(s): ECEN 4763.	Prerequisite(s): ECEN 4763 or Departmental Permission.	Prerequisite change
ECEN 5803		Geometrical Optics		PHYS 3213 or consent of instructor	Prerequisite(s): PHYS 3213 or Departmental Permission	Prerequisite change
ECEN 5823		Physical Optics		Prerequisite(s): PHYS 3213 or consent of instructor.	Prerequisite(s): PHYS 3213 or ECEN 4823 or ECEN 4843 or Departmental Permission	Prerequisite change
ECEN 5833		Fiber-Optic Communication Systems		Prerequisite(s): ECEN 3613 or ECEN 4533.	Prerequisite(s): ECEN 4533 or Departmental Permission.	Prerequisite change
ECEN 5843		Microelectronic Fabrication		Prerequisite(s): ECEN 3314	Prerequisite(s): ECEN 3314 or Departmental Permission.	Prerequisite change
ECEN 5853		Ultrafast Optoelectronics		Prerequisite(s): ECEN 5833	Prerequisite(s): ECEN 5833 or Departmental Permission.	Prerequisite change

ECEN 5923		Introduction to MEMS		Prerequisite(s): ECEN 5843 or consent of instructor.	Prerequisite(s): ECEN 5843 or Departmental Permission	Prerequisite change
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