

BSLAS COORDINATING COMMITTEE

October 29, 2020

Meeting Notes

Zoom meeting – 1:00 p.m.

Attending

Randy Prus	Lei Qian
Charles Matthews	Tara Hembrough
Rachel Callicoat	Susan Hodson, ex officio
Carolyn Fridley, ex officio	

Not attending

Maribeth Nottingham
Alicia Wallace

1. Call to order. The meeting was called to order at 1:03 p.m. by Randy Prus, 2019-2020 BSLAS-CC Chair.
2. Election of Chair. Randy Prus was re-elected BSLAS-CC Chair by acclamation.
3. Introduction of Committee members.
4. Randy Prus provided an overview of the BSLAS and stated the Committee's charge.
5. **Revision of the membership statement to include representation for the new Group (VII: Tribal Organizational Leadership).** Randy Prus suggested revising the Committee membership to include representation from Group VII. Note: Membership statement currently reads, "There will be a minimum of one committee member from each of the six groups (Arts, Humanities, Natural Sciences, Applied Sciences, Behavioral Sciences and Applied Behavioral Sciences)." Randy Prus noted that the addition of a Committee member would be consistent with the current organization of the Committee.

Discussion. Charles Matthews asked what type of Committee member would be included. Randy Prus suggested someone who teaches in Native Studies. He plans to contact Shannon McCraw (Chair of Art, Communication & Theatre) and ask about Amy Gantt (Assistant Professor, ACT) who teaches Native Studies. Randy Prus noted that this Group is unlike the others in that it will require interaction with the Tribal Nations, especially the Choctaw Nation, and that this Group is likely to experience highest growth. Charles Matthews said that it is a good idea to have a representative for that Group and suggested that it would be preferable to decide *who* to include before revising the Committee membership. He asked if the new member should be faculty or Brad Ludrick (Associate V. P. for Tribal Relations & Academic Affairs), who may be more appropriate than faculty in that he was instrumental in developing Group VII and given his position (V.P. for Tribal Relations). As an administrator it would not be necessary for him to be assigned by the Faculty Senate Committee on Committees. Randy Prus noted that in either case (faculty or administrator), the membership statement would need to be revised. Charles Matthews suggested Brad Ludrick for membership, perhaps as ex-officio, noting that both Susan Hodson, as staff representing the Academic Advising & Outreach Center, and Carolyn Fridley as Coordinator of the BSLAS are both ex-officio members. Randy Prus will contact Shannon McCraw and Brad Ludrick, soliciting their ideas for Committee representation of Group VII.

6. **Program Review and POAR.** Randy Prus noted that the Program Review – the first for this Program - began in the Spring but was suspended because of COVID-19. He had been contacting potential Program reviewers at other institutions but campuses across the state closed. Randy Prus also noted difficulty with the POAR because the Program needs an exit survey which the Committee will need to develop. In the past, data for the POAR was taken exclusively from General Education data. Carolyn Fridley suggested using the student survey, developed by English, Humanities & Languages, and administered at the end of every Capstone course until an exit survey was developed by the Committee. She noted that it is not a standard survey typically used for the POAR, but it is a beginning. Charles Matthews said there is no standard exit survey for POAR and noted that the POAR is internal (reviewed by the Institutional Assessment Committee for the quality of the report, not the substance of the report). Substance of the report is evaluated by the department. The Program Review is evaluated by external reviewers. The external reviewers agree or disagree, note what may be missing from the content of the Program Review, and make recommendations, which then goes to the administration.

Carolyn Fridley said that a draft of the Program Review had been included in the documents for this meeting. Randy Prus asked the Committee to read the draft, and send comments, suggestions, and recommendations to the Committee in advance of our November meeting.

7. Coordinator's Report (Carolyn Fridley). For the benefit of the new Committee members, Carolyn explained that the Coordinator's Report is designed to provide the Committee with relevant BSLAS information since the last meeting.

-- Inconsistent definition of GPA. While assisting a BSLAS student applying for graduate school, a discrepancy in the definition of the Retention/Graduation and SE-GPAs found in Campus Connect and in the course catalog was discovered. Information needs to be posted consistently so that regardless of where a student looks for information (Colleague or the course catalog), the student will find identical definitions. Carolyn contacted Jeni Maple (Director of Online Advising) for clarification and consulted the Oklahoma State Regents for Higher Education (OSRHE) policy manual. Since then (April, 2020) the conversion from Campus Connect to Colleague is complete, and the definition of GPA in Colleague is now consistent with the course catalog, which resolves the problem. Charles Matthews asked if it is correct now. Carolyn said it is and noted that the SE-GPA is now named Institution GPA. The location of the definition of Retention/Graduation GPA in the catalog remains problematic, but that will be addressed at another time. Susan Hodson reported that the importing of data from Campus Connect to Colleague is not yet complete, especially with regard to transfer credits.

Randy Prus said he was glad there is a record of the LAS students who go on to graduate school. Charles Matthews asked if there is a list of BLAS graduates in an excel file, noting that the Mathematics maintains one, which is helpful for the POAR and is a source for marketing information. He suggested that the more information that is available, the better, so perhaps a system can be developed to track BLAS graduates for the POAR. Randy Prus reported that EHL also maintains an excel file of English graduates and will send it to Carolyn. Carolyn believes that it is especially important to have a record of the accomplishments of BLAS graduates because of the perception by some that this is a "less-than" degree.

-- BSLAS data solicited. Carolyn was contacted by Dr. Doug Wood (Professor, Biological Sciences) requesting information for a low productivity report he was writing for the Fisheries & Wildlife Science (FWS) major. Of interest was the number of FWS majors who became BSLAS majors. The numbers (and student names) were provided. It is noteworthy that BSLAS data may be useful for other programs with low productivity because those programs have contributed to the success of BSLAS students but are now listed as non-completers because they changed majors.

-- Errors in Colleague. Carolyn submitted a lengthy report to Marlin Blankenship (Executive Director, Center for Students Success) of the errors in Colleague; specifically in the listing of advisors for majors they do not advise. Graduates are not purged, so if the information is being used for some sort of data, it is grossly inaccurate. Charles Matthews noted that Colleague works differently than Campus Connect where students could change their own majors and advisors. Not so with Colleague; students must contact the Registrar. Randy Prus reported that it took three years for Colleague to become fully functional at O.S.U.

-- Notification of approval for Program modification. OSRHE approval of the Program modification was sent to LaDawn Bisson (Director of the AAOC), rather than to Randy Prus (Chair of EHL & BSLAS-CC) or Carolyn Fridley (BSLAS Coordinator). Charles Matthews speculated that Jennifer Swearingen (Coordinator, Institutional Research & Records) may not have known where to send the OSRHE approval. Jennifer Swearingen, however, requested and received BSLAS information from Randy Prus and Carolyn Fridley for the RUSO documentation so it is reasonable that she would know that the BSLAS is housed in EHL. From Carolyn's perspective there is an issue with communication. Randy Prus added that due to COVID-19, that time period was chaotic.

8. November meeting. Randy Prus notified that Committee that he will send an e-mail soliciting preferences for days and times for a meeting the week before Thanksgiving.

9. Adjourn. Rachel Calliccoat made the motion to adjourn, seconded by Charles Matthews. Motion was approved by acclamation, and the meeting was adjourned at 1:58 p.m.

Respectfully submitted by Carolyn Fridley