

**COUNCIL OF  
DIRECTORS OF STUDENT ACADEMIC SERVICES**

**MINUTES**

**April 18, 2018  
126 ITLE  
10:30 a.m. – 12:00 p.m.**

In attendance: Jessica Priddy Bullock, Chris Campbell, Ryan Chung, Pam Ehlers, Leslie Evans, Kathryn Gage, Linda Good, Ebonie Hill-Williamson, Bobby Jenkins, Diane Jones, Amy Martindale, Marissa McIntyre, Marilyn Middlebrook, Lance Millis, Beverly Morris, Rita Peaster, Libby Reigh, Kyndal Roark, Sky Rogers, Kristi Seuhs, Richard Shepard, Julie Swaringen-Griffin, Candace Thrasher, Deb VanOverbeke, Missy Wikle and Pamela Fry, Chair.

**1. New Student Advising – Gary Sandefur**

Gary Sandefur, Provost and Senior Vice President of Academic Affairs, shared with Directors of Student Academic Services (DSAS) a pilot plan for new student advising. There has been significant admission discussion involving the Provost office, President's office, Enrollment Management, Registrar's Office and Northern Oklahoma College (NOC) regarding a portion of the alternative and holistic admits.

Beginning this summer, OSU advisors will encourage all holistic and alternative admitted students to take a combination of credits at OSU and NOC, as a technique to aid in their transition to college. Currently, there are approximately 300 OSU freshmen who also enroll in NOC courses, and this specific group of students will add to that number by about 200 students. Targeted courses for enrollment at NOC will be those general education courses that are smaller in size than OSU's counterpart, providing students with an environment closer to what they had in high school, providing an "in between" stage for their transition and, potentially, a greater chance for success. Dr. Christie Hawkins, Director of Institutional Research and Information Management (IRIM) projected that this change will not impact first year retention rate more than .5 percent.

M. Wikle will be responsible for implementing this pilot and explained these students will have access to all First Year Success programs on the OSU campus. NOC will block seats in certain sections of targeted General Education courses to provide closer monitoring of this group of students, and will provide individual academic alerts to OSU. All students participating in the pilot will be advised by University College Advising (UCA), and those students / parents will be notified of the recommendation for NOC courses alongside their OSU courses.

The success of this program will be evaluated after one year of implementation to determine continuation.

**2. OSU Parents Survey Preview – Ryan Chung**

Refer to 2018 OSU Parent Satisfaction Survey DRAFT document. There was significant discussion regarding linking the parent's data with the student's data. R. Chung will be meeting with legal counsel for advice on the matter of linking the data. Most DSAS members voiced their opinion that they were not supportive of linking parent to student info. If the surveys are linked, the information will be associated with the students' official record. There may also be an ethical obligation to address concerns the parents reveal on the survey. Several DSAS members expressed a desire to request the student's college and department as part of the survey.

P. Fry clarified that the purpose of this parent survey is for parents to feel like they have some institutional input – to give some institutional feedback.

R. Chung would like to submit the parent survey by the end of May with a request for completion by end of July. He is hopeful to see a 30 to 35% response rate to parents' survey.

P. Fry expressed her appreciation to R. Chung for the creation of the draft of the parent satisfaction survey so

quickly.

### 3. **Students of Concern Committee Update – Kathryn Gage**

Refer to the Students of Concern document for detailed information. The Students of Concern Committee subject was presented earlier this semester. This committee was created at the suggestion of the Behavioral Consultation Team (BCT) to address those students who have not elevated to a threat to others or themselves but yet still may need to intervention or monitoring (depression, anxiety, substance abuse). The Students of Concern Committee will meeting twice a week starting in August to discuss the students who have been referred to them and what plan of action to take. There will be training on the Maxient software for committee members. At this time, if you are referring a student to this committee, please contact the Student Affairs office who will make the decision of student assignment to BCT or Students of Concern Committee. Members of DSAS expressed their appreciation for the one number contact (hotline) regarding BCT referrals. Possibly using that technique would be helpful with this committee as well. There was also a question as to who would be contacting the student's instructors if information was needed. K. Gage will speak with the C. Thrasher regarding the message currently sent from BCT. She will also speak with Lee Bird, VP for Student Affairs to address some of these concerns voiced by DSAS. E. Hill-Williamson from Honors College requested to be added to the Students of Concern Committee. M. Middlebrook requested the committee notify her if there is a student athlete who is a student of concern.

### 4. **2017 OSU/NOC Enrollment Recap and Preliminary Planning for 2018 OSU/NOC Enrollment Partnerships – Missy Wikle**

Refer to the OSU/NOC-Stillwater Math Enrollment Options Fall 2018 document. M. Wikle brought special attention to two math courses:

1. MATH 0123 – this course is only for students not eligible for corequisite courses.
2. Online MATH 1613 (Trigonometry) – this course is transitioning to MATH 1813 for those students with significant extenuating circumstances.

Over 300 OSU students enrolled in NOC courses last fall, and approximately 80 percent of those students are advised through UCA. Refer to OSU/NOC-Stillwater Enrollment Permit document. NOC has requested this form from the OSU advisor to accompany students when enrolling in NOC courses. Currently, a student taking NOC courses must apply to NOC prior to enrolling. M. Wikle reminded DSAS members that the students will need their ACT sub scores when enrolling in NOC courses. The student's OSU schedule would also be helpful when enrolling in the NOC courses. For continuing students, an official OSU transcript is needed. NOC enrollment for continuing students is April 30. An NOC representative will be available on the OSU campus in the UCA office during New Student Orientation (May – July) for those incoming freshmen students who need to enroll in NOC courses, along with their OSU courses.

M. Wikle encouraged DSAS members to contact her with further questions or suggestions.

### 5. **Update on Degree Works / Course Compliance Working Group – Linda Good**

The scholarships and financial aid working group consisting of the Registrar, representatives from all colleges, and information technology representative recently had their second meeting. All active students' degree plans should be scribed and in DegreeWorks by Fall 2018. Chad Blew had previously informed the group that, beginning Fall 2018, the Office of Scholarship and Financial Aid (OSFA) will be monitoring student enrollment in some fashion to ensure compliance with federal regulations.

L. Good and Margaret Betts are working on a web page for students that will resemble the Undergraduate Students: Federal Financial Aid and Enrollment document that was revised December 8, 2017 by OSFA.

L. Good updated DSAS on Oklahoma's Promise information. Starting the 2018-2019 school year, all Oklahoma's Promise students (freshmen, sophomores, juniors and seniors) will need to submit a FAFSA and have an Adjusted Gross Income of \$100,000 or less. All students will be able to go in and out of eligibility each year, depending on the adjusted gross income (AGI) of that year's FAFSA.

The 129 credit hour limit is the standard for Oklahoma's Promise recipients for students starting school in the 2018-2019 school year. There are degree programs at OSU that require more than the 129 credit hours. That information will be taken into consideration by ORSHE for determining additional eligibility.

**6. Office of the Registrar Update – Rita Peaster and Bobby Jenkins**

Repairs in the Registrar's office are complete, and all team members who were temporarily relocated will return to their offices within the next few weeks. The records library will be reconfigured within the next few weeks. The Registrar's goal is to have everyone settled prior to pre-finals week.

Registrar's Office frontline hours will be changing, effective May 21, 2018. The new Registrar's Office hours will be Monday - Friday 9:00 a.m. to 5:00 p.m. The first hour of the day will be dedicated to staff development and training. This will also allow the frontline to catch up on email and voicemail. The other personnel in the Registrar's Office will be available by phone from 8:00 a.m. to 5:00 p.m. An email communication from the Registrar's Office will be sent out soon to announce the change.

**7. Assistant Vice President for Enrollment Management Position Update – Libby Reigh**

Christine Crenshaw, Assistant Vice President for Enrollment Management, retired in April. The search for a new assistant vice president is underway. The committee has completed the first round of Skype interviews and have selected final candidates for the on-campus interviews. Plans for the on-campus interviews have not been finalized, but there should be some form of campus session included in the interview process. More information will come to someone in your college.

**8. Other**

- R. Chung reported that over 8000 responses to the Student Survey of Instruction have been submitted. He is hopeful that he will be able to provide data analysis soon.
- B. Morris announced that Haven software is no longer available. The students with a Haven hold will be allowed to have the hold postponed until the new vendor is in place. C. Thrasher will follow up with Aleigha Mariott, Director of Student Conduct Education, regarding details and communication to advisors regarding the possible holds.
- R. Peaster announced that L. Evans joined the Registrar's Office staff. There will be a new College of Education, Health and Aviation DSAS representative, but that individual has not yet been named.
- S. Rogers announced that Sovereign Nations Center construction is now complete. She encouraged DSAS members to visit the center.

Meeting was adjourned at 11:49 a.m.

Minutes were recorded by Kyndal Roark