

**COUNCIL OF
DIRECTORS OF STUDENT ACADEMIC SERVICES**

MINUTES

**November 20, 2019
126 ITLE
10:30 a.m. – 12:00 p.m.**

In attendance: Laurie Beets, Chris Bingham, Aaron Christensen, Leslie Evans, Linda Good, Ebonie Hill, Nick Holmes, Kelva Hunger, Diane Jones, Tom Joyce, Sheryl Kleeman, James Knecht, Amy Martindale, Marissa McIntyre, Marilyn Middlebrook, Bridget Miller, Lance Millis, Beverly Morris, Libby Reigh, Kyndal Roark, Sky Rogers, Kristi Seuhs, Richard Shepard, Candace Thrasher, Deb VanOverbeke and Jeanette Mendez, Chair.

1. ACE Overview – Tom Joyce

T. Joyce, an academic advisor with the aviation program in the College of Education, Health and Aviation, presented information regarding the American Council on Education (ACE). ACE is 1700 members strong, including Oklahoma State Regents for Higher Education (OSRHE). Members include public and private schools, universities, colleges and technical schools. ACE provides program evaluation and recommendation of higher education credit for military courses and occupations. The faculty members who comprise this group are not affiliated with the military, and the faculty evaluation teams are subject matter experts in the courses and occupations they are evaluating.

From 2015 to 2019 there was a 40 percent decrease in military / veteran enrollment at OSU. One of the factors which contributes to this number is how military credits are assessed when transferred to OSU. Most of the military courses submitted transferred as lower level electives. The overwhelming theme from military and student veterans is that their military credits are insignificant to OSU. There is a large number of military personnel in our vicinity that could and would most likely attend OSU if their transferring credits were assessed as credits that could be effectively used for their degree. T. Joyce would like to see a more robust military guide presented by OSU to the military facilities in this region as a way of supporting more military / veteran personnel and boosting OSU enrollment.

The short-term goal for assessing ACE credits is to work closely with OSU Admissions to ensure that the military courses are assessed at the level they are recommended according to the ACE military guide. J. Hartman informed IC that the course description in ACE is not enough information to give a one to one comparison. T. Joyce offered to, upon request, reach out to military installations to gather syllabi for their courses in order to provide OSU Admissions and faculty members with the required information.

The long-term goal includes T. Joyce working with advisors and faculty members to create a useful military guide. When faculty members agree to a course substitution or course equivalency for military credit, that information should be forwarded to Admissions to add to the transfer guide to start slowly building the military guide that can be publicized to all military installations in and around Oklahoma. Approximately 60 percent of military are looking to further their education by bachelor's degree and/or graduate degrees. Many of them attend other universities that offer better transfer course equivalences, with Purdue University being the preferred choice for many. Investigating and patterning their programs may be beneficial. Faculty is needed to work with T. Joyce to review the military course syllabi. T. Joyce also recommended that OSU investigate the Soldier for Life program to promote OSU as a military-friendly university.

2. OSU Student Engagement Survey / Advisor Survey Discussion – Kelva Hunger and James Knecht

K. Hunger distributed the OSU Student Engagement Survey document. She explained that previously OSU measured engagement thru third party programs – programs that were quite costly and time consuming – with little return on investment. After the significant response rate to the Student Satisfaction Survey created by OSU

University Assessment and Testing, UAT administration decided to propose a Student Engagement Survey. This new survey has been discussed at the Committee for the Assessment of General Education (CAGE) and at Assessment and Academic Improvement Council (AAIC). The Student Engagement Survey will be distributed alongside the 3rd annual Student Satisfaction Survey, spring 2020 semester.

J. Knecht explained that the Advisor Annual Survey is now moving from once a year survey to offering colleges the ability to submit surveys more often (for example – within a week of the student/advisor appointment). This opportunity would allow college personnel to be trained to deliver the survey themselves. UAT will meet with each interested college to build the basic survey, while allowing the capability of adding questions as appropriate for each college. The survey will include the ten (10) common multiple-choice questions and two (2) open ended, as well as an option for additional college specific questions. J. Mendez mentioned working on messaging to ensure that students realize they have complete anonymity.

3. **Forthcoming Changes to STAR Calendar Syncing – James Knecht**

IT has upgraded Outlook calendar to be able to change settings and share their calendars with anyone. This option was activated without informing UAT and now new advisors are unable to connect to the STAR calendars. J. Knecht requested that IT turn off the new settings until they can work with GradesFirst to investigate other options. As OSU adds new people, new calendar syncing instructions will be offered.

The new version of STAR requires access to Cowboy mail settings. Hopefully testing will be complete by the end of the fall, 2019 semester so that the new calendar syncing can be rolled out in the spring, 2020 semester.

Spring is the time for evaluating a new contract with STAR. UAT would like volunteers to sit on a committee to evaluate the programs. If the DSAS representative cannot serve on the committee, J. Knecht asked the members to think about individuals from their departments who would well represent their specific college.

4. **Summer School – Amy Martindale**

For the past several years, summer school enrollment has been frozen due to budget constraints. The College of Arts and Sciences (CAS) has come up with an idea for summer school - *6 hours in July*. Discussion revolved around building a suite of lower division GENED courses that would be attractive to a wide variety of students, such as Intro to American Studies, Intro to Psych, Intro to World Religions, US History, etc. This *6 hours in July* plan is meant to encompass all colleges across campus, not just CAS. This offering may have the potential of encouraging incoming freshmen to enroll in summer school. A. Martindale suggested the creation of a website focused on *6 hours in July* campaign, with links to all things related to summer school - housing, dining, financial aid. There was also discussion regarding upper division courses (organic chemistry) possibly offered at OSU-Tulsa. A. Martindale would like to form a committee to assist in the organization and support of this *6 hours in July*.

5. **Winter Intersession Excessive Hours – Amy Martindale**

Refer to Maximum Credit Hour Load document. A. Martindale explained that several years ago OSU changed the winter intersession length from 3 weeks to 4 weeks, which should have allowed 6 credit hours for undergraduate courses and 4 credit hours for graduate courses. However, policy was never changed. All 4-week sessions should be treated the same, accepting a maximum of 6 credit hours for undergraduate courses and 4 credit hours for graduate courses.

Motion was made to accept a maximum of 6 credit hours for undergraduate courses and 4 credit hours for graduate courses in all 4-week sessions, and approved.

M. Middlebrook added that NCAA does not recognize winter intersessions as part of the spring semester even though OSU may transcript it as such.

6. **Other**

- J. Mendez informed DSAS that there is no State Regent mandate on the percentage cap of out-of-state tuition waivers. DSAS members would like to see all summer school attendees who receive out-

of-state tuition waivers for fall and spring be able to receive the waiver for summer school as well. L. Beets informed DSAS that not only are summer tuition waivers an issue, but also the online fees are a source of significant concern for many students / parents.

- Northern Oklahoma College (NOC) enrollment is Friday beginning at 7:30am. Spring enrollment is completed in person on paper.

Meeting was adjourned at 11:41 a.m.

Minutes were recorded by Kyndal Roark