

**COUNCIL OF
DIRECTORS OF STUDENT ACADEMIC SERVICES**

MINUTES

**May 20, 2020
Zoom Online Conference
10:30 a.m. – 12:00 p.m.**

In attendance: Laurie Beets, Chris Bingham, Jessica Priddy Bullock, Aaron Christensen, Brenda Dawes, Kathryn Gage, Amy Gazaway, Linda Good, Ebonie Hill, Nick Holmes, Diane Jones, James Knecht, Amy Martindale, Marissa McIntyre, Marilyn Middlebrook, Bridget Miller, Lance Millis, Beverly Morris, Rita Peaster, Libby Reigh, Kyndal Roark, Sky Rogers, Kristi Seuhs, Richard Shepard, Deb VanOverbeke, Missy Wikle, Robin Wilson and Jeanette Mendez, Chair.

1. Momentum Year – Jeanette Mendez

The Momentum Year concept is part of the Complete College America model that focuses on finishing with a bachelor's degree in 4 years. (For a complete list of detailed reports please visit irim.okstate.edu.) When considering all aspects of the Momentum Year, OSU's area of weakness is the 15 to Finish piece. By the end of the 2nd semester only 50 percent of our first-year students have completed 30 hours. This figure includes AP and concurrent hours within the formula. We may need to consider 2-week intercession courses in May and August, along with a significant communication campaign.

2. Cowboy CARES Grants – Linda Good

At the April DSAS meeting L. Good informed members that the Office of Scholarships and Financial Aid (OSFA) would be considering an award for any student who applied. However, the U.S. Department of Education issued guidance April 21 that specified we could only award to students who demonstrate Title IV eligibility. This meant OSFA could not award to international students, undocumented students, and non-FAFSA filers as was the original plan. (Note, the state of Washington and the California Community College system have filed suit against the Department of Education alleging that their guidance was contrary to the actual CARES Act passed by Congress and signed into law by President Trump.) OSFA made the first round of awards on May 7. 1853 students received approximately \$4.5 million. DSAS received two emails from L. Good via the DSAS listserv providing more details. She also sent lists of students awarded to individual colleges. OSFA is making the second round of awards today. We anticipate awarding 1684 undergraduate students nearly \$2.5 million. We will have a small amount left for a third round. Students who have not applied need to do so immediately if they had expenses due to the campus disruption. Students who are experiencing changes to their financial situation (for example, parent or student job loss) should contact OSFA so we can determine if adjustments to their FAFSA information are appropriate.

L. Good reported changes to federal loan interest rates. Loans disbursed July 1, 2020 or later will have lower interest rates. Undergraduate student loan rates are dropping from 4.529% to 2.75%. Parent loan rates are dropping from 7.079% to 5.3%.

3. Summer and Fall CPos Processes – Linda Good

OSFA met with the Course Program of Study working group, which included several DSAS members. Following their recommendations, the first summer report of students enrolled in a course not required for their degree was sent out May 8. OSFA sent an email to students enrolled in a summer course that does not apply to their degree May 15. Kelly Kavalier in University College Advising brought to our attention an issue with undeclared students having all their enrollment showing as not counting. This issue is under investigation by staff in the Registrar's office as well as OSFA. Fall reports will likely go out Friday May 22, and letters to students enrolled in fall hours not required for their degree will be distributed around June 5.

SZRLNTR report—Doug Reed and others have worked diligently on this report so that it now runs automatically on a daily basis Monday through Friday (excluding holidays). As of May 15, it was updating for both summer and fall enrollment.

4. New Student Orientation – General Discussion

J. Mendez detailed the main points of the Fall Semester Startup Guidelines to Deans, Associate Deans and Assistant Deans 5-20-20 from Provost Sandefur:

- Prioritizing face to face freshmen classes

- Knowing what courses (by college) are planning to move fully online
- Taking inventory of all classes -- online, hybrid and f2f.

M. Wikle expressed her gratitude for all assistance from all DSAS members in order to provide a virtual New Student Orientation experience. Canvas site – taking May 26 and 27 dates and replicate that across the board – no need to recreate all announcements daily. The students attending the May 26 NSO will receive their 3-day email on Saturday – the first time they are allowed to enter the Canvas site. Connection Crew zoom meetings have experienced some issues, but those are in the process of being resolved. NSO modules are recommended but not required. We will err on the side of ease to limit as many barriers as possible. Typically, freshmen are good about following directions. As we progress, there will be adjustments to communication – rewording. The connection crew will remind the students of the module completion.

For secondary advisement Agatha Adams has been in contact with NSO regarding student athletes, and updated lists have been distributed to colleges as information is available. M. Middlebrook will work with each individual college to determine the best process for secondary advisement for student athletes. Honors College has placed information on the Canvas website for the students coming through NSO. A separate email will be received from Honors explaining their process.

A Martindale announced that English Comp 1 and POLS1113 are moving entirely online. Through advising, incoming freshmen will be encouraged to take no more than one online class yet still remain within their sequencing. A. Martindale expressed her concern that if colleges are not allowed to move any classes to accommodate week one of NSO population the students will be required to change their schedules, and along with that is a risk that they walk away from OSU entirely after they have enrolled. Several DSAS members expressed their agreement with Martindale.

J. Mendez explained that the Deans submitted a recommendation and an Academic Affairs team is reviewing. The priority was to be completely transparent - what is online and what is f2f. Administration understands the risk of changing class schedules, but what is unknown is what are the social distancing guidelines going to be come August. The fear is that a month from now the CDC will release guidelines that are contrary to what we are doing, forcing us to change once again. We are weighing all pieces of information we have and trying to make decisions that we are confident will not be changed.

R. Peaster expressed her concern about NSO beginning with so many unknowns. However, as students return in the fall, we must have a safe environment for them. As positively as possible we need to set expectations that we are planning to bring everyone back, and we are working to minimize changes to schedules. Very likely there will be adjustments. Currently we are not aware of all campus space that can be utilized for classroom space, nor do we have priority of that space. We do not have all the pieces of the puzzle to be able to start moving them.

M. Wikle encouraged advisors to remain positive and flexible when communicating with the students. And, in order for our advisors to continue to do their jobs to the best of their abilities, important decisions regarding classrooms will need to be made very soon. K. Seuhls suggested communication – global messaging - that could go on Canvas site that an advisor could reiterate – similar message – university community message – not hassled with constant change.

College of Arts and Sciences (CAS) meets one day a week and cannot go to a hybrid style. CAS is considering moving all freshmen orientation 1111 to Murray Parlor. A. Martindale added that if we allow these students to enroll then change all 1111 time slots their entire schedules will require changes. CAS does not have the advising capacity to facilitate revising freshmen schedules in July.

Ferguson College of Agriculture freshmen orientation AG1011 meets two days per week for 8 weeks and can be accomplished with the hybrid model.

Spears School of Business freshmen orientation classrooms are set.

Education / Health Sciences freshmen orientation EHS 1112 and EDUC1111 could go to hybrid model – not ideal but workable.

College of Engineering, Architecture and Technology freshmen orientation ENGR1111 are very large classes taught by faculty. Until now CEAT was planning to take all sections online. However, based on the email from the Provost, the plan may be altered.

A Martindale expressed her concern regarding medium sized classrooms. If we are not going to move any sections from week one NSO we should consider inactivating some sections that are at the greatest risk of being moved so that those students are not allowed to select them. R. Peaster and A. Martindale will meet following DSAS meeting to discuss specifics.

D. VanOverbeke questioned how class priority will be determined - what classes will move first. Her opinion, due to the large percentage of Ag students who take a math and a science their first year – is that math and science be a priority.

J. Mendez will inform the Provost of the DSAS discussion to aid in the decisions of what we know can be accomplished, what we would like to accomplish and priorities in between. J. Mendez added that Deans were tasks with this project two weeks ago. Everyone is working as hard as they can in order to predict an unpredictable situation. We have moved faster than we have ever moved!

5. Other

- With regards to enrollment J. Mendez would like to see a concerted effort in keeping as many students who do not need remediation to complete all their courses here at OSU.

Meeting was adjourned at 12:02pm

Minutes were recorded by K. Roark