In attendance: Laurie Beets, Bruce Benjamin, Chris Bingham, Chad Blew, Ryan Chung, Cynda Clary,Richard Frohock, Jami Fullerton, Margi Gilmour, Jeff Hartman, Christie Hawkins, Diane Jones, Randy Kitchens, Marlys Mason, Christine Ormsbee, Rita Peaster, Kyndal Roark, Adrienne Sanogo, Randy Seitsinger, Candace Thrasher, Jean Van Delinder, Missy Wikle, Tom Wikle, and Jeanette Mendez, Chair.

1a. UG Admissions Guidance from OSRHE – Jeff Hartman
- Updates to Important Deadlines:
  - The deadline to accept scholarships has been extended to June 1, 2020.
  - Admissions will now accept the July 18 ACT national test for scholarship consideration.
  - The enrollment deposit deadline has been extended to June 1, 2020.
  - The final scholarship deadline has been extended to Aug. 14, 2020.

- Response to guidance from OSRHE:
  - Grading
    - Since grading will have implications for progression/graduation, major degree requirements, scholarships, graduate admission, etc., please consider the following:
      1) Encourage faculty to assign letter grades as planned for the Spring 2020 courses in progress.
      2) For a specified period of time following the posting of grades, provide students the option to elect to change a letter grade for a Spring 2020 course to S/U or P/NP. The window of time for students to make this election may be determined at the discretion of the institution.
      3) Discourage W or WF grade assignments as much as possible. A policy exception will be made for the Spring 2020 semester deadlines for the assignment of the automatic W in response to this unique circumstance. In general, transfer work earned at other institutions in spring 2020 with pass/no-pass grades will be recorded on the OSU transcript similar to our spring 2020 pass/no-pass grades. Transfer work from institutions using other specialized grade options for spring 2020 will be evaluated on a case-by-case basis.
  - Concurrent enrollment
    - Concurrent Enrollment. To mitigate negative impacts on concurrent enrollment students, the following guidance is provided:
      1. Institutions are expected to reach out to Spring 2020 concurrent enrollment students to ensure that they have access to adequate technology to complete their coursework, and if not, direct them to appropriate resources for connectivity or ways to complete instruction for the course(s).
      2. For summer and fall concurrent admission and enrollment, institutions may use emails from parents and counselors/principals in lieu of original signatures on permission forms. Undergraduate Admissions is streamlining this process in Slate. Students can log into their application portal and send a request for permission requests to their parent and counselors/principals email addresses.

3. For summer and fall concurrent enrollment, institutions may use alternative methods for admission and course placement in lieu of a currently prescribed curricular and performance standards if the student does not have and/or cannot access standard assessments and/or records. Most high schools are open and operating, therefore students have been able to access high school transcripts. Students will still be required to meet the GPA requirements (3.00 cumulative for concurrent admission). For students whose high schools do not provide a rank, and for students who are unable to submit a test score, Undergraduate Admissions will admit.

4. All alternative admission and placement methods must be reported to the State Regents monthly in the template provided. Undergraduate Admissions will report these students to the State Regents and also track via Slate and Banner so academic units can track and meet the Assessment and Placement requirements for any students admitted through this method. This will be shared with NSO prior to enrollment.

- Admissions and Assessment & Placement
  - Admission. For entering undergraduate students (either concurrent high school students or high school completers) unable to provide academic records for curricular or performance requirements, the institution may:
    1. Request an exception to admit the student as degree-seeking (including "Undecided") without academic records/transcripts demonstrating the student meets curricular and performance requirements. Students admitted under this exception must be reported monthly to the State Regents on the report template provided. Most high schools are open and operating, therefore students have been able to access high school transcripts. Students will still be required to meet certain components of the assured admission criteria. Ex. the GPA requirements (3.00 cumulative for assured admission) or 24 ACT/1160 SAT. For students whose high schools do not provide a rank, and for students who are unable to submit a test score, Undergraduate Admissions will admit based on the 3.00 GPA requirement. Some students will also be considered for alternative or holistic admission if they are unable to provide academic records, but UGA will still require one (transcript OR test score) and responses to essays. Undergraduate Admissions will report these students to the State Regents and also track via Slate and Banner so academic units can track and meet the Assessment and Placement requirements for any students admitted through this method. This will be shared with NSO prior to enrollment.
    2. Admit the student as a "Special Non-Degree Seeking" student, with the limit of nine (9) credit hours of enrollment in this special admissions category.
    3. Request an exception to exceed the nine (9) credit hour enrollment limit without academic records meeting curricular and performance requirements for admission under the "Special NonDegree Seeking" category. Exception requests must be reported monthly to the State Regents on the report template provided.
- English Proficiency Testing
  - English Proficiency Testing. The following guidance is provided for English Proficiency Requirements for admission for the Summer 2020 and Fall 2020 semesters.
    1. Institutions are allowed to explore online and at-home testing opportunities for currently approved English proficiency assessments.
    2. If currently approved tests are unavailable to an institution's target student(s), institutions may utilize Duolingo and PTE Academic assessments. If students are unable to take the approved TOEFL or IELTS tests, **Undergraduate** Admissions will accept an official test score from DuoLingo (DET). 85 is the score required for assured admission. We will also award international student scholarships based on these scores.
    3. Institutions using alternative assessments must document and report such use to the State Regents monthly on the reporting template provided.

4. More information on ETS Testing is available at: https://www.ets.org/s/cv/important-update/

1b. Yes/Maybe Email to Potential Students – Jeff Hartman
- Modified the yes/maybe email this year to include COVID-19 impact related to college admission. If the impact is related to financial matters, the student is referred to Office of Scholarships and Financial Aid (OSFH) to be considered for special conditions. Admissions counselors follow up with all students who respond to the email.
- C. Hawkins added that VP Joe Weaver would like for a similar email to be submitted to all active OSU students as well, sometime after finals week.

1. CARES Act Update – Chad Blew

Office of Scholarships and Financial Aid (OSFA) will be submitting an email in the next few days to students, faculty and staff regarding assistance thru the CARES Act if they are experiencing negative financial affects due to COVID-19 situation. All students will be directed to an application mentioned in the email. L. Beets added that this money is not intended to pay a bursar bill. The CARES Act specifies that the funds will go directly to the student. They can be encouraged to pay their bursar bill thru OSU communication, however.

2. Student 360 – Larry Burns

The Student 360 is a new product that Institutional Research and Information Management (IRIM) has developed for advisors and other people involved in the retention process. The purpose of the platform is to provide information for future predictions. The Student 360 is location on the Cowboy Data Roundup webpage - - IRIM.okstate.edu/cdr. L. Burns demonstrated the product for IC members.
- Documentation for the product and webinar
- Super users include First Year Success (FYS) retention counselors, DSAS members, IC members and Deans. IC members were encouraged to submit names of all additional faculty and staff that would be critical to the advising process but cautioned
- Retention indicators were applied to all first-year students from Fall 2019
- Current model is focused on Spring 2020
- System will be updated with students from Fall 2020 new student orientation
- System displays students who have alerts, holds and retention indicator
- System can be filtered by multiple indicators including cohorts
- System displays all student activities, as well as classes, GPA, test scores, previous course credits from other sources,
- Advising notes from STAR and Banner are integrated within this system

IRIM studied 10 years of data on retention students and built a model to predict what students would continue with their higher education studies. Major categories for this model are as follows: academic, demographic, survey, engagement and financial. The system indicators are as follows: red (concern that student is not likely to return), yellow (some concern that student will not return) and green (no concern - student is likely to return). Advisors may enter additional information they may know in order to build a better predictor. The product has the capability to add student photo, however this process is not a current focus due to the amount of time it would require.

Reminder – this data is not a perfect representation of the student. It cannot measure a student's motivation. This is not a decision-making tool. This tool is meant to determine if additional resources are needed in order to assist a student in need.

The name *Student 360* may need to be altered somewhat due to the fact that the Graduate College is using the same term for their professional development. L. Burns will contact Sheryl Tucker, Dean, Graduate College for further discussion.

3. New Student Orientation Update – Missy Wikle

Focusing on enrollment – opportunities for students to receive information they need
Focusing on how to build communities when students are not physically on campus
Focusing on how to connect students to their academic colleges thru this process

NSO Update for DSAS

1. Monday evening: Email to Admits with and without NSO Program Registration

	TOTAL	2 day	1 day	Abst
AG	384	270	104	10
AS	852	613	233	6
BU	518	369	146	3
EHS	392	254	136	2
EN	476	342	132	2
UC	553	361	190	2
PCGS	139	104	34	1

2. Process for Students
   o Register for NSO date
   o Mailing physical copy of Guidebook
   o Online Modules
   o Call Campaign
   o Orientation Leaders
   o Canvas "Class"

> **Use of Canvas:**
> - Students grouped into each day's "class" with their college affiliation
> - Canvas Calendar will include links to zoom rooms for that student's college assignment, as well as campus wide online events, etc
> - Static Videos for Colleges
> - Campus Resource Links and information

3. Schedule
   o One day v. Two Day
   o Time Tickets
   o Access to Make Changes throughout summer

4. Enrollment
   o Same enrollment process across campus
   o Math Placement Testing
   o Preparation for Advising
     • Advising Information needed ahead of time
     • Plan Ahead Function
     • PIN numbers and Advisor Enrollment
   o Zoom Platform for Advising Sessions
     • Small Group Rooms to 1 on 1
     • Use of Zoom Waiting Room
     • Individual Appointments
   o Additional Enrollment Considerations
     • NOC Enrollment
     • Overrides/Permissions
   o Honors Advising and Enrollment

5. Other Processes and Considerations
   o Major Changes
   o Athletics
   o McKnight and PLC
   o Live Q and A possibility throughout the summer

6. Parent Resources
   o Possibility of parent website is being considered

7. Camp Cowboy Planning
   o Summer Virtual Days
   o August Weekend Session
   o Signature Camp Cowboy Event during Cowboy Welcome Week

8. August Schedule and Cowboy Welcome Week

4. **Demonstration of Student Pass/No-Pass Request System – Rita Peaster**
The pass/no-pass (P/NP) system is still in the testing environment – operational but not completely finished. The deadline for students to request P/NP is May 20, 2020 at 5:00pm. A link will provide FAQ and guidance. Courses will be listed along with instructor-assigned grades. If a grade is eligible for P/NP, the system will state the equivalent P/NP score. The student can choose P/NP per course. Choices can be adjusted until May 20th at 5:00pm. The GPA calculation will be listed at the bottom of the form. If the student is enrolled in grad and undergraduate courses, there will be two GPA calculations on the form.

If the P/NP has negative unintended consequences, there will be a process to petition to revert to the original assigned grade.

Suggested feedback by IC members:
- Highlight that multiple changes are allowed per course up until May 20th
- If an undergraduate student is taking a graduate level course, the choice for grade would follow the graduate level grading. However, if the UG student took the graduate course to meet UG degree requirements, the advisor would need to request that the Registrar's Office apply the credit as undergraduate and student classification would determine the P/NP grade. There is no specific form for this action.
- If an incomplete grade is assigned IT has been asked to show the "I" grade for incomplete and the default grade assigned – "I/P" or "I/NP". GPAs will not be affected. Additional information regarding international students will need clarification from Tim Huff regarding assigned grade guidelines. R. Peaster will reach out to International Students and Scholars (ISS) for additional information.

5. **Summer Reinstatement Program – Candace Thrasher**
With the P/NP grade options, it is highly unlikely that the University will be looking at a typical number of students who are suspended at the end of each spring semester. However, in preparation for students who do not take the P/NP option and find themselves on the suspension list, they may have the option to participate in the **summer reinstatement program**. The Academic Affairs Office will need to be prepared with guidance regarding the process. A policy change last year allowed the students participating in the summer reinstatement program to enroll in online classes if the classes offered proctored exams, or by advisor and associate dean's approval if no proctored exams were offered. At the April 15th Directors of Student Academic Services (DSAS) meeting the directors agreed that since all summer instruction will be online, the above-mentioned exception be waived. If the advisor and DSAS director agree that the courses for the students applying for the summer reinstatement program meet degree requirements, no associate dean signature should be required. IC members indicated their agreement with this process.

6. **Momentum Year – Jeanette Mendez and Larry Burns**
The State Regents are looking that the momentum year matrix – J. Mendez and L. Burns have worked to compile the information and to create the Momentum Year report that was submitted to IC members. Within this Momentum Year are several components that State Regents believe are critical to the success and retention of our first-year students. 15 to Finish is the concept that students earn 15 credit hours per semester in their first year. Ideally, at the end of their first year the students will have completed 30 hours. The students are allowed to include their concurrent credit hours

as well. Currently, only about 60 percent of OSU students have earned 30 credit hours at the end of their first year. Credits attempted is being reviewed. Also included in the Momentum Year is the concept of allowing the first-year students to complete 9 hours in their major, as well as complete their math requirements. This is important information to know as we are advising students and thinking thru our degree plans. The national recommendation for retention of completing 30 credit hours will set students on a path for finish in four, will develop an academic mindset within these students and will help them succeed in their college career.

The associate deans will be sent the link to access the data.

7. **Curriculum:**

> **Informational Items Only:**
>
> Course Deactivation:
> ENGL 4563 – Scientific and Technical Literature
>
> Course Reactivation:
> MLSC 4422 – The Tactical Planning Process
>
> **Program Modifications:**

Ferguson College of Agriculture

Bachelor of Science in Agricultural Sciences and Natural Resources in Agricultural Systems Technology
> New program request

> Program purpose: The Ferguson College of Agriculture requests a new Bachelor of Science in Agricultural Sciences and Natural Resources in Agricultural Systems Technology to provide students with a broad-based foundation in technical and managerial subjects that prepares students for careers in a multitude of industries where technology interfaces with agricultural, food, and natural systems.

Bachelor of Science in Agricultural Sciences and Natural Resources in Natural Resource Ecology and Management (101)

> Degree program requirement change

- For Fisheries and Aquatic Ecology option
    - Add SOIL 2124 as alternate to ENTO 4484.
    - Add NREM 2134 as alternate to BIOL 1604.
    - Add NREM 2083, NREM 3503, and NREM 4043.
    - Remove BIOL 3104.
- For Forest Ecology and Management option
    - Add ENTO 4484 as alternate to SOIL 2124.
    - Add BIOL 1604 as alternate to NREM 2134.
    - Remove NREM 3063.
    - Remove NREM 3102.
    - Require NREM 3133.
- Rangeland Ecology and Management
    - Add ENTO 4484 as alternate to SOIL 2124.
    - Remove NREM 3063.
- Wildlife Biology and Pre-Veterinary Science
    - Add ENTO 4484 as alternate to SOIL 2124.

- o Add NREM 2134 as alternate to BIOL 1604.
- o Add NREM 2083 and NREM 4043.
- o Remove "Select two of the following:" NREM 4464, BIOL 4413, and BIOL 4174.
- Wildlife Ecology and Management.
  - o Add ENTO 4484 as alternate to SOIL 2124.
  - o Add NREM 2134 as alternate to BIOL 1604.
  - o Remove GEOL 1114 and PHYS 1014.
  - o Add NREM 2083 and NREM 4043.
  - o Add NREM 4522 and NREM 4523.
  - o Remove NREM 4524, BIOL 4714, and NREM 4464.
- The proposed changes are requested to define major requirements across the options and update curriculum based on changes to course content.
- Two new courses will be added and no courses will be deleted.
- Total credit hours will not change.
- No funds are requested from the State Regents.

Motion was made to accept the above-mentioned Ferguson College of Agriculture program requests, and approved.

College of Arts and Sciences

Minor in Professional Communication

Name change of existing minor to Minor in Communication Studies

Motion was made to accept the above-mentioned College of Arts and Sciences program request, and approved.

8. **Other**
   - o IC members wished C. Clary a happy birthday.

Meeting was adjourned at 10:30am

Minutes were recorded by K. Roark