

**COUNCIL OF
STUDENT ACADEMIC SERVICES DIRECTORS**

MINUTES

*Wednesday, February 28, 2007
204 Whitehurst
10:00 a.m.*

Present: Bob Davis, Jovette Dew, Bill Ivy, Martha McMillian, Marilyn Middlebrook, Lance Millis, Kevin Moore, Jessica Roark, Craig Robison, Kristi Thrift, Missy Wikle, Mary Ann Harris, Keely James, Debbie Quirey, Christie Hawkins, Pam Bowers, and Gail Gates.

1. Remedial Course Holds

a. SIS Holds - IRIM

Christie Hawkins distributed a proposed process for placing remediation flags.

- The student data (ACT, HSGPA, etc.) is entered into SIS by Undergraduate Admissions at the time a student applies.
- Program dates entered by New Student Orientation staff (or by students when they register online).
- ELPA will be run daily and supplied as an ePrint Report each morning during enrollment (using program dates). New Student Orientation staff will print ELPA reports for individual students.
- Using ACT and ELPA data, remediation flags will be set on SIS using batch updates on screen 221. This will be updated nightly during enrollment.
- Prerequisite holds will be set on specific courses to prohibit enrollment if remediation is required.

If student provides new information (ACT, HSGPA) before the beginning of the semester:

- New data will be entered on SIS and ELPA information run using web application by Undergraduate Admissions or New Student Orientation staff.
- Remediation flags will be removed manually for individual students by Undergraduate Admissions and/or New Student Orientation.

Christie noted that the remedial flags will be an automated process. Debbie Quirey stated that NOC is offering remedial courses this summer for those students who want to take them before Fall. Gail noted that if the student does remediate within the first 24 credit hours an exception would have to be made for the student to be able to continue to enroll in college level courses.

b. Which Courses Need Holds?

Math Remediation: The registrar's office will place prerequisite holds on MATH 1513, MATH 1483, MATH 1493, MATH 1613 and MATH 1715 that will not allow students to enroll in courses if the RMTH indicator on screen 221 is 0001. This value on screen 221 would be set nightly to 0001 if a student's record indicated the following:

- 1) Math ACT < 19 (but > 0) and
- 2) Math PGI < 2.0 or HS Math GPA < 3.0 and
- 2) Math COMPASS < 55 (but > 0)

Prerequisite hold needs to allow students who are enrolled in the remedial course in the fall (for example) would be able to enroll in college-level math in the spring.

English Remediation: The registrar's office will place prerequisite holds on ENGL 1113 and ENGL 1313 that will not allow students to enroll in courses if the RENG indicator on screen 221 is 0001. This value on screen 221 would be set nightly to 0001 if a student's record indicated the following:

- 1) English ACT < 19 (but > 0) and
- 2) English PGI < 2.0 or Engl ACT < 14 and

3) English COMPASS < 56 65 (but > 0)

Prerequisite hold needs to allow students who are enrolled in the remedial course in the fall (for example) would be able to enroll in college-level English in the spring.

Science Remediation: Members discussed placing a co-requisite hold on all 1000 and 2000 level “N” courses. However, the group decided there would be no co-requisite holds. This will be handled by the adviser.

A student may fulfill their need for remediation in science by:

- 1) completing UNIV 0111
- 2) passing math and reading COMPASS tests, or
- 3) completing math and/or reading remedial courses if remediation is required in math and/or reading.

Reading Remediation: Members discussed placing a co-requisite hold on all 1000 and 2000 level “S” and “H” courses. However, the group decided there would be no co-requisite holds. This will be handled by the adviser.

Remediation in reading will be required and the requirements fulfilled by competing UNIV 0143 or CIED 1230.

Advisors will put adviser holds on the students who need science and reading remediation so that students could not drop and/or add classes without consent.

Members noted that the wording “from other institutions are not being accepted” in the first paragraph of the COMPASS Placement Test Score section should be revised.

c. ELPA Sheets - NSO

Missy Wikle noted that students will be sent to the colleges during New Student Orientation with their ELPA sheets provided by the New Student Orientation Office.

d. Exceptions – NSO – Admissions

Students may be excused from taking the remedial course by:

- 1) retaking ACT
- 2) passing COMPASS or
- 3) transferring a college level course in the area from another institution

Exceptions will be approved by New Student Orientation and entered in by Undergraduate Admissions. (New Student Orientation will keep a record of exceptions for the Oklahoma State Regents for Higher Education report).

e. Cut Scores

Math – 55, English – 65, Reading – 71.

f. Notice in the Catalog

Notice of the remediation requirements should be placed in the Academic Regulations section of the University Catalog. Dr. Gates has drafted the wording of the remediation requirements for the Academic Regulations section and will send it to members to review. Math classes already indicate that placement in college-level math is a prerequisite.

2. Living/Learning Community Retention Data

Dr. Gates noted that studies show that students living in Living/Learning Communities had better retention and grades than residential hall students who did not participate in Living/Learning Communities and students who lived off-campus.

3. Summer School

Dr. Gates noted that the most influential factor for students enrolling in Summer School is if advisers mention Summer School as an option and encourage the student to attend. Students also noted that they would like to see more on-line courses offered in the summer.

4. OnCourse Demonstration – Bill Ivy

Dr. Ivy noted that there wasn't sufficient time to answer any questions or concerns after the OnCourse Demonstration and wanted to know if anyone had any questions. He also mentioned that he and Rita Peaster will be contacting colleges to get feedback and comments.

5. Other

Members noted that they would like OSU to offer a course that addresses enhanced understanding of content when reading.

Missy Wikle noted that the Orientation Leader interviews will be Friday night through Saturday morning and encourages members to participate or send a representative.

It was asked if Bachelor of University Studies (BUS) signatures could be obtained and sent to Academic Affairs via email and Dr. Gates replied that this would be fine.

Dr. Gates wanted to thank everyone for their help in encouraging faculty to submit six week grades and noted that the response was much better after the deadline was extended.

Adjourn: 11:45 a.m.