

**COUNCIL OF
STUDENT ACADEMIC SERVICES DIRECTORS**

MINUTES

**Wednesday, August 15, 2007
204 Whitehurst
10:00 a.m. – 11:30 a.m.**

Present: Albert Colom, Jovette Dew, Gail Gates, Martha McMillian, Martha Middlebrook, Lance Millis, Kevin Moore, Rita Peaster, Jessica Roark, Craig Robison, Marlene Strathe, Kristi Thrift, Missy Wikle, Keely James, and Gail Gates.

Dr. Strathe welcomed the group and commended each on their orientation efforts and noted that she is working with Enrollment Management on recruitment and enrollment. Dr. Strathe noted that first semester retention after Fall 2006 was over 90% in every College and University Academic Services is over 80% and wanted to commend everyone for their efforts in attaining these results. Graduate Student enrollment is up but the undergraduate enrollment is down. Dr. Strathe commented that OSU will be welcoming 100 tenure track faculty at New Faculty Orientation tomorrow and it is important that faculty participate in the Institute for Teaching and Learning Excellence's training opportunities as over 400 faculty participated last year.

1. Academic Integrity Video – Gail Gates

Dr. Gates showed the Academic Integrity video and asked members to use the video in orientation classes and members commented that they were pleased with the video.

2. Reception for Advisers – Gail Gates

Dr. Gates noted that members of the Advisers Workshop Committee had suggested having a adviser's reception and Dr. Gates asked members to suggest a time to have the reception. Members suggested late September or early October on a Friday morning.

3. SIS Linked Course Proposal – Rita Peaster

Rita said that the Registrar's Office had been working on a better ways to enroll students in linked courses. They have had discussions with Doug Reed and discovered a function in SIS that would allow students to enroll in a specific group of courses with one course ID. Rita would like to work with three colleges to pilot the program and report back to the committee. Spears School of Business, Education, Human Environmental Sciences, and Agriculture volunteered to be in the pilot and Rita asked that they provide names of individual to contact who would be involved in the testing.

Rita also noted that she had been working with Susan Weir, Lance Millis, and Susan Johnson on drafting a new tuition appeal form and changes to the late drop policy. Rita asked members for approval of this proposed form. Members approved the form. The policy will be distributed later.

4. International Transfer Credit and Grades – Karen Lucas

International students' transfer credits are posted as a "P" grade, however, SIS does not show active grades. Admissions would like to post actual grades before admitting these students. Also, in the past international students weren't required to take the SAT or ACT and it is an OSRHE policy that all students must submit those scores. Admissions is now requiring that international students provide those scores.

5. AP Scores and In Progress Course Work (IP)

There is an e-print report where the advisement community can see the names of students who have received and/or attempted AP credit. It is called: APADMITS. That information is also available in SIS on the 221 screen and on the 136 screen. After the student earns 12 hours at OSU, those "N" credits become "P's" if the student scored appropriately on the AP exam. 2000+ AP records were loaded in July 2007.

6. Orientation Update – Missy Wikle

Missy handed out some enrollment figures and noted that between 3100 - 3200 freshman and 1050 transfer students participated in Freshman Orientation this summer. The students were provided a nice bag which included a variety of important informational materials and a t-shirt. Missy noted that New Student Orientation and Enrollment plans to restructure Transfer Days to increase student participation. Missy asked members to let her know if there were suggestions to improve orientation as she has a meeting with the advisory board in September to begin planning for next year's activities. Missy commented they had received a 64-65% response rate on the new student evaluation forms and responses were positive.

7. Other

ITLE is adding training sessions for "Turnitin.com" and will be posted on their website. Diane emailed the schedule to members. Dr. Gates wanted members to let her know if they experience problems with the program. On September 6, 2007, Gerry Auel and Hope Ray will be presenting a session on international students and OSU has enrolled in the NACADA webinar series for this year. In addition, Mike Shuttic and Jason White will be presenting a session "Helping Distress Students" and Debbie Blanke will be presenting a session on OSRHE Policies. If members have any issues needing to be addressed, please let Dr. Gates know.

Albert Colom provided a contact list of individuals in Enrollment Management and noted that Celeste Campbell accepted the position of Registrar and expressed his thanks for member input. The KOSU Director and Associate Director positions are being advertised and the position will have a great deal of focus on fund raising. Albert noted that total enrollment is down by 2.1% but the yield has been good. Enrollment Management will present enrollment numbers to the Deans and Board.

Adviser Training Dates:

August 15 th - 3:00 p.m. & August 16 th – 10:00 a.m.	Turnitin plagiarism detection software training - ITLE
September 6 th – 9:00 - 10:30 a.m.	Study Abroad, Gerry Auel and Hope Ray
September 12 th – 1:00 - 2:30 p.m.	Academic Advising's Integral Role in the Academic Success and Persistence of Students, NACADA Webinar – 106 CLB
September 24 th – 9:30 – 11:00 a.m.	Helping Distressed Students, Student Disability Services

Adjourn: 11:40 a.m.