

**COUNCIL OF
STUDENT ACADEMIC SERVICES DIRECTORS**

MINUTES

November 19, 2008

204 Whitehurst

10:00 – 11:30 a.m.

Present: Celeste Campbell, Cheryl DeVuyst, Mary Ann Harris, Keely James, Martha McMillian, Marilyn Middlebrook, Lance Millis, Kevin Moore, Jessica Roark, Craig Robison, Kristi Thrift Seuhs, Missy Wikle, Bob Graalman, Paula Barnes, Kirsten Fullerton, Tim O'Neil, Jovette Dew, and Gail Gates.

1. Scholar Development Programs – Bob Graalman

Dr. Graalman commented that he would like to see an increase in nominations for the British Awards (Rhodes, Marshall, and Gates Scholarships). Last year Oklahoma State University (OSU) had the best year ever with 11 undergraduate winners of national/international scholarships. Last year all three Goldwater Scholars had completed Wentz research grants. Unfortunately Wentz funding has decreased for next year so the number of leadership scholarships will be reduced. The Summer Study in Cambridge program with Alumni has prospered and plans to offer a "Food and Food Production" series in summer 2010. Tim O'Neil in his office is creating a freshman research scholars handbook. Tim is also developing an undergraduate research journal modeled after the journal at the University of Arkansas. The first printing should be distributed in August 2010 and it might be called the OSU Scholar Journal. Dr. Graalman also mentioned two new programs the Science and Mathematics Teaching Fellowship offered by the Knowles Science Teaching Foundation. Dr. Graalman also announced the development of the Henry Bellmon Endowed Scholarship.

2. Undergraduate Admissions Policy – Kirsten Fullerton

Kirsten noted that the Undergraduate Admissions Policy has not been updated since 1981. Kirsten handed out a draft revision that incorporates alternative admissions, holistic admissions, and regular admissions policy and procedures into one document. The main changes being proposed are in the past alternative admission students were selected by one person and now a review committee will select students; and holistic admission students would be advised by University Academic Services (UAS). Members agreed that holistic admission students should remain in UAS until they complete 12 hours with a 3.00 or 24 hours with a 2.00. The Registrar's Office will investigate the best way to permit these students to enroll in courses restricted to a specific major. Members asked that admission for all alternative admission students be complete 10 working days before classes start and prevent students from enrolling late. Kirsten will make sure all requests are included in the policy.

Members gave approval for the policy.

3. Fractional Transfer Credit Hours on Degree Certification – Celeste Campbell & Paula Barnes

Assistant Registrar, Paula Barnes responded to questions and concerns about the impact of transfer credit from other schools on the quarter system and other non-standard systems on degree checks. Fractional numbers do not affect the degree audit. Staff who work with certification of eligibility and percent degree completion need to understand that NCAA regulations may handle transfer work differently. Dr. Gates will email members the policy interpretation from OSRHE.

4. Bachelor of University Studies – Gail Gates

Dr. Gates provided a copy of the proposed Bachelor of University Studies (BUS) degree sheet and noted that there would be no option name. Kevin Moore wondered if there should be a central office for BUS approval but the other members disagreed.

Approved with proposed modification in wording. The proposal will go to Instruction Council.

5. Other

Members asked if the degree sheets could be changed to specify graduation/cumulative retention GPA rather than “overall” GPA. Dr. Campbell commented that she would work on it.

Dr. Gates noted that a few students had been admitted into programs that have been suspended and said that this is prohibited by OSRHE policy. The Registrar will no longer allow students to change their major to a suspended or deleted program.

Members noted more “D” diversity general education courses need to be offered and Dr. Gates replied that the departments need to submit courses for approval.

Information of Interest:

- **Spring 2009 Enrollment Guide now available on the Registrar website (<http://www.okstate.edu/registrar/EnrollmentGuides/Registration.html>)**
- **FAQ’s are available on the Registrar website that explain the grading changes that are effective Fall 2008: (1) Incomplete Grade with default grade assigned and (2) SR/UR Grade for thesis and dissertation courses (<http://www.okstate.edu/registrar/FAQs/FAQ.html>)**
- **Oklahoma State University’s Professional Development Workshop “What Faculty Members Need to Know About Retention, November 20th, 12:00-1:00, Institute for Teaching and Learning Excellence, Telecommunications Building.**
- **Oklahoma State University’s Professional Development Workshop “Outreach Courses: Adviser’s Seminar, February 16th, 1:30-3:00, 108 Wes Watkins Center.**

Adjourn: 11:40 a.m.