

**COUNCIL OF  
STUDENT ACADEMIC SERVICES DIRECTORS**

**MINUTES**  
*May 21, 2008*  
*204 Whitehurst*  
*2:00 – 3:30 p.m.*

**Present:: Celeste Campbell, Steve Damron, Bob Davis, Alan Good, Keely James, Martha McMillian, Lance Millis, Kevin Moore, Jessica Roark, Craig Satterfield, Kristi Thrift, Barbara Bremer, Pam Bowers, Cassie Firth, and Gail Gates.**

**1. CIRP - Pam Bowers**

Dr. Bowers reminded directors that University Assessment and Testing will be conducting the freshman CIRP survey this year. Dr. Bowers asked members to provide a list of orientation class instructors' names by August 1<sup>st</sup> and her office will send out the packets to those instructors by August 11, 2008. Members asked if extra credit could be given for participation and it was noted that extra credit is limited to the conditions permitted by IRB as noted below:

*Will any inducements be offered to the subjects for their participation? Yes No*

*If Yes, please explain: Some freshman orientation instructors may offer extra credit to students who participate in the survey. Students who login to the online survey and indicate their choice to opt out of the survey will be included as those who chose to participate. Additionally, instructors who offer extra credit for participation will be instructed to provide alternative extra credit opportunities.*

**2. Placement of Students in Math 0123/0023 – Cassie Firth**

Cassie Firth from Northern Oklahoma College (NOC) noted that NOC does not have access to ACT scores of students and it is up to the advisers to determine which remedial math course (0023 or 0123) might be most appropriate. Cassie provided members with NOC's Admission Guidelines and guidelines for enrolling students in remedial math. Cassie commented that two-thirds of the students should start out in MATH 0023. Members asked if OSU should consider giving math placement tests to all new freshman in the future.

**3. 90-Hour Rule Senior Suspension Exceptions - Celeste Campbell**

The 90-Hour Rule Senior Suspension Exceptions are available for use only one time per student. Since Spring 2006 there have been 4.7 senior suspensions per term. The Registrar's Office discovered that the catalog description of this suspension does not agree with OSU and Regents policy. The proposed language change to the catalog allows students to continue enrollment as long as the student maintains a 2.0 GPA. Members approved this change.

#### 4. Diploma Application Extension Process - Celeste Campbell

Dr. Campbell commented that the on-line diploma applications were new this year and it was a learning experience for the Registrar's Office. Dr. Campbell also noted that the diploma application is not available at this time because they are posting May degrees. Members suggested some wording changes to the Diploma Application Extension form and Dr. Campbell will make those changes and send to members for review. Dr. Campbell said that the Diploma Application Extension form will extend the student's matriculation and exit date in SIS so that they can enroll the next semester. Advisers can check on screen 110 in SIS to see if a student had submitted a diploma application. Members asked if the commencement attendance question in the diploma application was used and agreed that the question is not needed.

#### 5. Listing Outreach Courses on SIS - Celeste Campbell

The Registrar's Office is adding a listing of the 600 section outreach courses to SIS so that students will be able to view them. Dr. Campbell noted that the outreach offices will need to get the outreach courses turned in on time so the classes can be listed when students enroll. Advisers should notify students that these outreach courses cost more (up to \$300 per credit hour more than tuition), some types of financial aid do not cover those costs & there are limits on the number of outreach courses that may count towards fulltime enrollment for international students.

#### Spring 2008 Costs per Credit Hour for 600 Distance Education Sections by College:

A&S	\$217 UG, \$227 GR
AG	\$280 GR
ED	\$200 UG & GR
EN	\$295 (in-state), \$555 (out-of-state), \$585 (international) UG & GR
SSB	\$230 (in-state), \$485 (out-of-state) UG \$295 (in-state), \$585 (out-of-state) GR
HES	\$150 UG, \$200 GR

#### On Campus Tuition:

\$120 (in-state), \$434 (out-of-state) UG  
\$148 (in-state), \$555 (out-of-state) GR

#### On-Campus Tuition & Fees:

\$219 – 232 (in-state), \$533 – 546 (out-of-state) UG  
\$227 – 240 (in-state), \$634 – 646 (out-of-state) GR

#### 6. Other

Dr. Gates noted that college algebra is being redesigned and this fall about ¼ of the sections will have computer instruction but still meet with an instructor once a week.

Adjourn: 3:30 p.m.

#### Adviser Training Dates:

June 11, 2008

**“Advising Student-Athletes on a College Campus”**  
**NACADA Webinar: Adrienne Leslie-Toogood, Canadian Sport**  
**Center Manitoba**  
**1:00 – 2:30 p.m., Faculty Develop. Room, ITLE**