

**COUNCIL OF
STUDENT ACADEMIC SERVICES DIRECTORS**

MINUTES
April 15, 2009
204 Whitehurst
10:00 – 11:30 a.m.

Present: Kari Aldredge, Cheryl Devuyst, Jovette Dew, Keely James, Martha McMillian, Marilyn Middlebrook, Lance Millis, Rita Peaster, Craig Satterfield, Kristi Seuhs, Missy Wikle, Amanda Droste, Kathryn Weinland and Gail Gates

1. New Application/Scholarship Question, Undergraduate Admission Application – Kari Aldredge

Kari noted that a new scholarship question for the application has been drafted and Kari will forward the draft to Diane to send to members. Members noted that the scholarship committee should also review the proposed question. After asking different groups whether to add the question on the application “Why is OSU the best fit for you?” or replace it with one of the existing questions, Kari didn’t get a definite answer so they plan to add the question, however the scoring will need to be adjusted. The discrimination question has been removed from the printout of the application. The printout of the online application can be arranged in any desired format. Members asked if they could get a copy of the online application and asked if conversations were occurring with students in regards to the importance of filling out the seven questions as they are used for admission and scholarship consideration.

2. Readmission Letter – Kari Aldredge

There are 9 or 10 versions of the readmission letters and Undergraduate Admissions would like to provide one version to be sent out. The letter would include information about academic services available to students and other student information. Undergraduate Admissions plans to begin meeting with the colleges to discuss coordination of recruiting prospective students. Please contact Kari or Ben Hagan if interested. Kari said that international students will now fill out a separate application that is processed in the International Students and Scholars Office.

3. Academic Regulation 7.3, College Enrollment Requirements – Rita Peaster

Members approved deletion of the policy requiring enrollment in a college prior to graduation.

4. Revision of Academic Regulation Policy 5.11, Auditing Courses – Rita Peaster

The purpose of the proposed change to policy 5.11 was to make sure OSU was in compliance with Oklahoma State Regents for Higher Education (OSRHE) policy. Previously tuition was charged to individuals auditing course but fees were waived and according to OSRHE both tuition and fees must be applied. Rita noted that 20-30 individuals audit courses annually; of that 1/3 are senior citizens (over 65) and faculty/staff who have retired and may audit course at no charge. Students may not audit courses that require special course fees such as: private music lessons, studio art classes, laboratory classes, and outreach courses. Rita noted that exceptions to these restrictions could be requested by the department and college.

Members approved.

5. New Student Orientation Update – Missy Wikle

Missy distributed the latest figures of freshman enrolled in New Student Orientation (NSO) as of April 10, 2009. Enrollments were down 31 freshman and 60 transfers from this time last year. Missy noted that Undergraduate Admissions will start calling admitted students who have housing contracts to register for NSO. Missy asked members if they could handle more transfer students at Transfer Days on Saturday and members responded that it would be okay as long as the students realize that they might have to wait.

6. Proposed Change to Bachelor of University Studies Multidisciplinary (BUS) Plan – Gail Gates

Dr. Gates met with the BUS Faculty Advisory Committee to review the curriculum and talk about students in the program. The committee suggested adding the AAS degree to count toward one of three areas of concentration, the same as the AA or AS. The committee felt that there were some technical degree programs (such as information technology or nursing) that should count. Members suggested adding University Academic Services (UAS) as a place where students could begin the process of planning a BUS. Members asked that a revision be made to #2 on the right hand side of the degree sheet to read: "The major requires two or three areas of concentration. If the student selects two areas of concentration, each area will include at least 27 hours of coursework; for three areas of concentration, each area will include at least 18 hours of coursework. Areas of

concentration may include coursework from the requirements for a minor or certificate or a group of related courses approved by a departmental representative (faculty member or adviser).”

Members approved with amendments.

7. Other

Jovette Dew noted that there is a new interim Associate Vice President for University Diversity, Jason Kirksey. Jason plans to include more information on their website and intends to help with the recruiting efforts and would like members to let him know how they can help.

Interviews for the Director of University Assessment and Testing are in progress.

Adjourn: 10:13 a.m.