

**COUNCIL OF
STUDENT ACADEMIC SERVICES DIRECTORS**

MINUTES
June 17, 2009
204 Whitehurst
10:00 – 11:30 p.m.

Present: Kari Alldredge, Barbara Bremer, Celeste Campbell, Cheryl Devuyt, Jovette Dew, Keely James, Martha McMillian, Lance Millis, Kevin Moore, Jessica Roark, Craig Satterfield, Kristi Seuhs, and Gail Gates.

1. Probation Re-Admission Process – Kari Alldredge

Kari distributed a handout of the probation re-admission process for members to review to see if there were any corrections. Kari noted that there were inconsistencies and insufficient information in the previous process. Members commented that students are being admitted and the colleges aren't being notified and it was noted that the only time offices are contacted is if a student is readmitted after being on probation or suspension. Members noted there were corrections required on the document in regards to the area where it lists the re-admission requirements for disciplines that require a higher GPA:

- Remove the HHP and Athletic Training
- JB requires a GPA of 2.5 and 28+ hours
- CDIS requires a GPA of 2.5 and 15+ hours
- Graphic Design requires a GPA of 2.75 and 12+ hours
- NSCI requires a GPA of 2.5 for any number of hours

Members are to let Kari know if additional changes need to be made to the document.

2. Updated 2009 Fall Admission Event Dates – Kari Alldredge

Kari handed out a schedule of Fall 2009 – Spring 2010 Undergraduate Admission's event dates and asked members to email her with any questions as Erin Penry's last day is Friday. Kari also noted that their office is working with the Athletic department to acquire tickets to some of the games to give to students as a recruiting effort.

3. Use of Cumulative GPA – Gail Gates

Dr. Gates noted that the OU plans to convert their student information system to a program called "Banner" and they asked if the cumulative GPA could be removed from the OSRHE policy in preparation for the transition. Members noted that this might be problematic for professional schools (however, Veterinary Medicine and OU indicated their professional schools calculate their own GPA) and the Graduate College feels it is needed. The cumulative GPA for Oklahoma institutions is different than institutions from most other states because it includes grades from transfer work. The cumulative GPA will remain on the OSU transcripts.

4. New Way to Reflect Matriculation of Degree-Seeking Undergraduates with Undecided Majors – Celeste Campbell

Dr. Campbell noted that the Registrar's Office is looking at a new way to reflect undeclared majors in SIS. Degree-seeking students with an undecided major will be indicated with a degree code of "B" (bachelor) rather than "NDUG" (non-degree seeking undergraduate) and a major code of "UND". Transition will start as soon as possible and will not be retroactive. Members asked if they could use

a placeholder for the Bachelor of University Studies and Dr. Campbell replied yes. Dr. Campbell asked that individuals place the "B" on the Permits to Enroll for students with undeclared majors and send to their office. Members support this change.

5. Director of Admissions Candidates – Kevin Moore

Dr. Moore noted that the search committee for the Director of Undergraduate Admissions plans to bring two candidates to campus to be interviewed: Kristine Crenshaw and Vern Granger.

6. Other

Members asked is adviser holds could be automatically removed if the student has filed for graduation or could a statement be added to the hold letters "ignore the adviser hold if you are graduating". It was not clear which office sent a letter regarding the holds and Celeste asked colleges to try to figure out where the letter is generated.

Members asked if there could be more room added to the degree sheets and it was suggested that they contact Dionne Boling in the Registrar's Office to discuss the possibilities. Martha McMillian asked if the summary of requirements for the minors could be combined into one file and it was suggested that they contact Dionne for this as well.

Adjourn: 11:10 a.m.