

**COUNCIL OF
STUDENT ACADEMIC SERVICES DIRECTORS**

AGENDA

*June 16, 2010
204 Whitehurst
10:30 – 12:00 p.m.*

Present: Kari Alldredge, Barbara Bremer, Chris Campbell, Christy Crenshaw, Cheryl Devuyt, Jovette Dew, Mary Kay Jennings, Susan Johnson, Lance Millis, Kevin Moore, Libby Reigh, Jessica Roark, Craig Satterfield, Kristi Seuhs, Keely James, Agatha Anderson, and Gail Gates.

1. Implementation of Academic Regulation 5.6: Course Prerequisites – Celeste Campbell

Celeste noted that members received emails on the Implementation of Academic Regulation 5.6: Course Prerequisites and wanted to relay that the proposed changes have been approved at all levels. The statement “prerequisites for lower division courses may be waived by a student’s academic adviser if examination of the student’s academic record warrants such a waiver” was added to the regulation. Please encourage advisers to use the form to waive lower division prerequisites and include a brief rationale for the waiver. The form will be scanned into AppXtender.

2. Minor Policy and Procedure Draft – Gail Gates

Members discussed the draft of the Minor Policy and Procedure. Some members were concerned that students with a major in one college and minor in another college must wait for the certification of the minor before the degree can be posted. Celeste noted that the minors are attached to the degrees in SIS so they must be posted together. The GRADX report lists all students with diploma applications and their declared majors and minors. Members asked who was responsible for requesting certification of minors completed in another college. Members asked if the Registrar’s Office could send out an email to students with diploma applications and minors asking them to check on their minor status. Celeste felt this was a college responsibility. The Registrar’s Office will set up a meeting with the graduation clearance personnel to discuss these issues. Gail noted that the proposed Minor Policy and Procedure document will have to be approved by the Graduate Council and they don’t meet until this Fall.

3. Summer Enrollment Update – Keely James

Keely and Amy wanted to express appreciation to DSAS members, Registrar’s Office and Institutional Research and Information Management for their efforts to make summer enrollment a smooth process.

4. Other

Undergraduate Admissions reports the following change in freshman numbers compared to last year:

Total Applied: >1000

Admitted: >600

Cancelled: <300

Enrolled: >381

Christy noted that OSU is initiating a scholarship program designed for our students who have a financial issue that may keep them from attending OSU this fall. In order to be eligible for this scholarship, the student must have a financial need of at least \$10,000 and offered \$5,000 in student loans. Undergraduate Admissions calls the students or their parents to see if a financial hardship had prevented them from signing up for housing. Some students had decided to attend elsewhere, while others are on the fence about whether or not OSU is affordable. If the student accepted the scholarship, Undergraduate Admissions contacted Residential Life to inform them of the decision. The student does not have to pay the application fee or deposit, even if they do not meet the initial qualifications for the application fee deferral and deposit waiver. Undergraduate Admissions have awarded 20 scholarships and awaiting confirmation from students for about 10 more.

Adjourn: 11:45 a.m.