

**COUNCIL OF
DIRECTORS OF STUDENT ACADEMIC SERVICES
MINUTES**

October 19, 2011

Present: Barbara Bremer, Celeste Campbell, Christy Crenshaw, Susan Johnson, Amy Martindale, Marilyn Middlebrook, Lance Millis, Shiretta Ownbey, Rita Peaster, Jessica Roark, Missy Wikle, Robin Wilson, Susan Mathew, Charlie Bruce, William Jaco, Catherine Vijayakumar, Jeremy Penn, Steve Damron, Virginia Leathers, and Pamela Fry.

1. Oklahoma Promise – Charles Bruce, Sr. Director, Scholarships and Financial Aid

Charles commented that there have been changes to the Oklahoma Promise program that will affect new students in Fall of 2012. Students will be required to maintain a 2.0 cumulative GPA upon completion of 60 earned semester credit hours and achieve at least a 2.5 cumulative GPA calculated only on courses taken after the completion of 60 earned semester credit hours. If the student drops below the 2.5, the student will lose eligibility for the award until they raise their GPA to 2.5. Members asked for clarification to the word “cumulative” used in the handout to make sure what they refer to means the same at OSU. Families must submit a FAFSA application each year. Under the old guidelines families only had to apply one time and could qualify if the student met the requirements and the parents earned under \$50,000 per year. It used to be that the student could apply and be accepted in the eighth grade and the parents weren’t required to send in another FAFSA even if the household income increased over the \$50,000. Student will apply for the program in eighth grade, then parents and students are to reapply in High School and parents must make less than \$100,000. Kevin asked about the scholarship processes of 28 credit hours of a 3.0 and asked if this was going to change to include summer courses work. Are outreach/distance courses included? Charlie responded no, and members asked if that could be investigated further.

2. Mathematics – Bus Jaco, Interim Head, Mathematics Department

• **Missed Work Policy**

Dr. Jaco noted that the Mathematics Department is looking at introductory level math classes and will bring forth a policy about missed work. Dr. Jaco asked that members review the policies and provide feedback. The department proposing to hire five clinical instructors and one will be a department adviser. Dr. Jaco would like for the members of DSAS to meet with this adviser once a year. Members asked which math courses are considered entry level courses and it was noted, 1000 and 2000 levels. Dr. Martindale commented that the Math Department is the department most using the Academic Alert system.

• **Placement Exam – ALEKS**

Dr. Jaco noted that the department is collecting data trying to understand what’s going on in the mathematics classes. Dr. Martindale and Dr. Penn have been assisting in this effort and Dr. Jaco thanks them for their contributions. Dr. Jaco commented that the department plans to create a data committee. The department is also revamping the Math Learning Resource Center and there are plans to relocate the center to the first floor of the Edmon Low Library and to rename it the Math Learning Success Center.

3. ALEKS – Jeremy Penn, Director, University Assessment and Testing (UAT)

Dr. Penn noted that after an overall view of the ALEKS reflects a different type of placement test as it shows diagnostics and is interactive. Students can take the exam in a self-proctored setting unless a student needs to clear a math remediation. The next steps will be to see if the program can integrate into our current system. Dr. Penn noted that students who need proctoring have several options. The cost for the placement test will be built into the assessment fee and UAT will bill and track the costs. UAT will provide access for students who need accommodations, the program doesn't have a screen reader but UAT can provide human readers. There is some concern regarding the timeline for New Student Orientation (NSO). Missy will provide the timeline and noted that this is for continuing students as well. For example students enrolled in prerequisites and classes in progress and don't make a "C" or better. Discussions to be continued.

4. GradesFirst – Pamela Fry, Assoc. Provost and Assoc. Vice President for Undergraduate Education

Dr. Fry noted that the university has identified funds to pay for the GradesFirst program. Dr. Middlebrook said that the GradesFirst representative suggested to pilot a few areas first to work out the kinks. Discussions to be continued.

5. General Education credit on Transfer Courses – Amy Martindale, Director of Student Academic Services and Libby Reigh, Asst. Director of Undergraduate Admissions

It was noted that the transfer general education credit is now displayed on the 136 screen in SIS.

6. Electronically delivered transcripts – Rita Peaster, Associate Registrar and Celeste Campbell, Registrar (information item and demo)

It was noted that hopefully within one week the Registrar's Office will be able to deliver electronic certified pdf transcripts and there is a \$10 cost. The person ordering the transcript will get an email confirmation. Information regarding the availability of the electronic transcripts will be in the State Magazine and will be sent to Gary Shutt.

Due to time constraints, discussions will have to continue in the next meeting.

7. Achieving Classroom Excellence (ACE) Graduation Requirements – Pamela Fry, Assoc. Provost and Assoc. Vice President for Undergraduate Education

A rough estimate by OSRHE suggests that 85% of academic seniors will meet this standard. OSRHE are concerned that college freshmen must have a high school diploma to be enrolled in college.

8. Other

New Faculty Orientation is stepping up communications and will include information about the math placement exam, ALEKS. Financial bursar holds take seven days to clear after payment with a check.

Adjourn: 12:10 p.m.