

**COUNCIL OF
DIRECTORS OF STUDENT ACADEMIC SERVICES**

MINUTES

January 18, 2012

Present: Barbara Bremer, Celeste Campbell, Cheryl Devuyst, Jovette Dew, Marilyn Middlebrook, Lance Millis, Mckenzie Mohler, Kevin Moore, Libby Reigh, Craig Satterfield, Kristie Seuhs, missy Wikle, Robin Wilson, Catherine Vijayakumar and Pamela Fry.

1. Online Petition Options – Libby Reigh

Libby noted that there is now a new online option for transfer probation petitions. The petition has all the same information as the paper form and conformation of receipt of the form is sent by email from Undergraduate Admissions. Members asked if access to view the petitions were in AppExtender and Libby said that it was. It was noted that there are two different situations, one petition for transfer probation and readmits for students returning to OSU. It was asked if students who left OSU on suspension/probation and improved their grade at another institution and returned to OSU, would those students be better served in LASSO or the college. In some cases the students might be admissible by OSU standards but not by the individual college standards. LASSO doesn't want to make the decision for each college and would prefer that if a student is interested in a certain major that he/she should visit with the college advisors. Colleges asked that students make appointments and would appreciate receiving a list of these students.

2. LASSO Update – Cheryl Devuyst

Dr. Devuyst noted that everyone should have received the flyer about LASSO. The flyer includes information about their tutoring services. Dr. Devuyst asked members to provide contact names of individuals in the different areas who could help track these to students to assure that they remain on track. The center has added more Chemistry, Biology, and Statistics mentors and is working with the Mathematics department and the Mathematics Learning Success Center. The LASSO center is also working with Residential Life on tutoring opportunities in the Residential Halls and Fraternities. LASSO has over 600 students right now that typically would be ready for the colleges. They are working with students and advisors to assist the students in transferring to their majors. Members asked about the students who are presently taking courses at Tulsa and Stillwater, and Dr. Devuyst plans to discuss this with Susan Johnson. Members requested a list of these students to decide how to proceed. Members also asked will students stay connected with their LASSO mentor for mentoring and tutoring. Dr. Devuyst said yes, if the student needs it and added that the tutoring services are not just for LASSO students. Members asked where do the facilitators come from and it was noted that some of the facilitators are OSU PhDs and TAs, and some are High School professionals. Dr. Devuyst added that it is advantageous to have outside participation.

3. Update from the Retention Subcommittee - Pamela Fry

Dr. Fry has provided a summary report of discussions by the advising subcommittee of the Retention Task Force and stated that she will ask the Provost for feedback. Dr. Fry wanted to thank the subcommittee for their shared concepts of the advising process. The evaluation of the process will ultimately result in a stronger advising partnership in educating students and identifying clear expectations of advising. The subcommittee evaluated advisor loads and considered key goals for orientation classes. The subcommittee agreed that investing in advisor professional development

and award incentives would be beneficial. The subcommittee talked about determining advisor expectations, what are they? The subcommittee discussed the possible need for I Pads and other technical tools to assist advisors. Discussions on the evaluation of advisor workloads continue.

Dr. Fry will be creating two new task forces; the Assessment of Student Learning Task Force and the Transfer Student Task Force.

Information will be posted on the Academic Affairs website for individuals interested in keeping up with the task force discussions.

4. Other

The Academic Alert process is beginning phase II and some results of the Academic Alert survey are highlighted below.

- 75% of instructors participating in the process felt that there was improvement in student learning as a result of the effort.
- The Institute for Teaching and Learning Excellence (ITLE) is working on an online survey for advisors and will send the survey out to advisors working with students on academic alert.
- Once the results of the survey are compiled the data will be shared with DSAS.

OSU's first "Teaching Assistant" training took place and the first part of the training was geared for international teaching assistants followed by training for all teaching assistants. 140 teaching assistants attended the training which included breakout sessions. The hope is to expand the training providing more resources to teaching assistants.

The GradesFirst program is in the process of being purchased.

Conversations have begun with the Associate Deans in regards to identifying ways to manage enrollment. The University needs to do a better job of evaluating its majors and making accommodations. Residential Life is considering options to accommodate increased demand for student housing.

Dr. Fry wanted to thank Dr. Martindale for her work and attention in finding a way to automatically apply the Humanities - "H" general education credit to students with AP World History credit.

The initiation of the Undergraduate Research Scholar designation is underway, so be on the lookout for students who might fit that criteria. This recognition is similar to the Honors designation. The designations will not show on the diplomas but will be posted to the transcripts.

ITLE is creating a series of training sessions for faculty called "Supporting Student Success" and plan to tape the sessions so that faculty and advisors can view the sessions online.

Missy noted that the New Student Orientation facilitator interviews will be held Saturday from 8:30-12.

Adjourn: 11:45 a.m.