

**COUNCIL OF
DIRECTORS OF STUDENT ACADEMIC SERVICES**

MINUTES

*July 17, 2013
204 WH
10:30 – 12:00*

Present: Barbara Bremer, Lynn Brown, Celeste Campbell, Chris Campbell, Jovette Dew, Linda Good, James Knecht, Rae Ann Kruse, Amy Martindale, Brenda Masters, Marilyn Middlebrook, Lance Millis, Libby Reigh, Jessica Roark, Missy Wikle, Robin Wilson, Julie Berg, and Shiretta Ownbey.

Introductions

1. Bachelor of University Studies (BUS) Signature Requirements – Celeste Campbell and Amy Martindale

Dr. Campbell noted that a minor's area has been added to the multidisciplinary Bachelor of University Studies (BUS) form to insure that all parties involved (advisors and students) are aware of the students' intent. Dr. Campbell also noted that a departmental signature line has been added to sections referring to "at least" ____ hours are required". Dr. Ownbey had a question about the term catalog year referred to on the BUS and it was noted that this is referring to the academic year of the degree program the student is following.

2. Proposed Modifications to OSU Policy 2-0128: Requirements for Undergraduate and Graduate Minors – Celeste Campbell and Amy Martindale

Dr. Campbell and Dr. Martindale noted that this has been discussed in past meetings and was prompted by decisions from the Arts and Sciences curricular committee wanting to change their requirements to accommodate transfer students. Members approved the following change to the policy:

Current version of section 2.02: No more than one-half of the credit for the minor may be earned through transfer credit of courses taken at other institutions.

Approved modified version of section 2.02: A minimum of six credit hours for the minor must be earned in residence at OSU.

Dr. Campbell will send the proposed change to Diane to bring to Instruction Council.

3. Reverse Transfer – Celeste Campbell

Dr. Campbell noted that as part of OSU's Academic Plan the "Reverse Transfer" initiative which is a part of the state's "Complete College America" program. OSU will initiate a statewide reverse transfer collaboration with public community colleges this Fall. The goal is to enable students to use their OSU courses to complete associate's degrees at their previous colleges while continuing to complete their bachelor's degrees at OSU. The Registrar's Office is looking to identify those students that are juniors and seniors who are enrolled at OSU and provide directory information only to the community colleges and allow the students to complete an additional credential. This would also allow other institutions the get credit for the student's degree completion. With completion of the associate of science or associate of art degree, the student would also satisfy

general education requirements. OSU is working with OSUIT Okmulgee on a model of communication for students. It was suggested to present this to DSAS as this will be beneficial for advisors to know. It was asked if members would be interested in receiving a list of the 2000 potential participants and members noted that this would be helpful. The program only applies to public Oklahoma institutions under the Oklahoma State Regents for Higher Education (OSRHE). Members asked if there was a way to notify institutions if a student earned credit from more than one institution. Once the students are notified the student then needs to respond that they are interested and will have to provide transcripts. The students are the decision makers on this initiative. Members asked if they should talk to their advisors to make them aware of this initiative and opportunity for the students. Dr. Ownbey has asked Human Sciences to create planning guides which reveal articulations.

Dr. Campbell noted that this collaboration between institutions will strengthen relations. Members asked for a list of the participating institutions and members asked that communication letters should include a statement that student must visit with their advisors about the process. Dr. Middlebrook noted that ASSA needs to know about these students and Dr. Campbell said that she would send the information.

4. Other

Missy noted that 143 new freshman and 95 transfers who have registered for New Student Orientation (NSO) have not shown up for their respective NSO dates and have not re-registered for later dates. The New Student Orientation Office has been calling these students to reschedule. The most recent count of new freshman is 3800 and with 1070 new transfers. August 2nd at 10:00 a.m. is planned for another freshman enrollment day. Let Missy know if there will be issues with this.

New Student Orientation sent out evaluations, please send responses back to them. Missy's group will have a meeting to bridge orientation to welcome week and if members have information or advertising to share, please let her office know.

Dr. Martindale noted that we have a number of departments applying prerequisite to courses that haven't been required in the past which interferes with AP credit. Send an email to Doug Reed and Dr. Campbell. Members asked if we could use an "N" for this?

Dr. Martindale also noted that if there are courses needed, let her know.

Dr. Kruse expressed that she is willing to talk about Academic Integrity to any group, just let her know.

Adjourn: **12:00 p.m.**