

**COUNCIL OF
DIRECTORS OF STUDENT ACADEMIC SERVICES**

MINUTES

February 18, 2015

204 WH

10:30 – 12:00

Present: Julie Berg, Steve Damron, Jovette Dew, Leslie Evans, Jeff Hartman, James Knecht, Rae Ann Kruse, Amy Martindale, Marissa McIntyre, Marilyn Middlebrook, Lance Millis, Rita Peaster, Jessica Roark, Kristi Seuhs, Keila Whitaker, Christie Hawkins, Chris Ormsbee, Randy Kitchens, and Pamela Fry.

1. Block Tuition – Christie Hawkins

Dr. Hawkins noted the block rate policy has been modified to allow students taking 15 or more credit hours and taking a 600 section class will now be considered in the block rate. It was also noted that 600 sections cannot be used for banked hours. The student self-service page will now include a function to allow students to check their banked hour balances. Screen 148 in SIS will also allow advisors access to banked hours. Banked hours cannot be used for NOC classes or by students in a graduate program.

Original Policy:

- Full-time undergraduate students who are enrolled in courses (typically section 6xx) that are not charged regular tuition and University-wide fee rate are automatically charged on a per credit hour basis.

Revised Change:

- Full-time undergraduate students who are enrolled in 12 to 14 hours in addition to any section 6xx courses are automatically charged on a per credit hour basis.
- Full-time undergraduate students who are enrolled in 15 or more hours in addition to any section 6xx courses will be charged the block rate plus the cost of the 6xx section course(s).

Result:

- Because 6xx are charged varying rates and cannot be included in the block rate, the original intent of this policy was to not disadvantage students taking a 6xx section. The assumption being that it was far more likely for students to be taking 12, 13 or 14 hours plus an additional 6xx section and we did not want to discourage enrollment in a 6xx section.
- As our data has indicated – especially for the spring semester, we have about 130 students taking 15+ hours in addition to 6xx sections. In the same spirit, we do not want to discourage these students from taking a 6xx section either.
- We feel this change would provide consistency in that enrollment in a 6xx section would not put any student at a disadvantage in regards to the cost of tuition and fees.

Important Points:

- 6xx sections are still NOT included in the block rate.
- This does not change the current policy regarding 6xx sections and banked hours. Banked hours will still not be allowed to apply to 6xx sections in the summer.

2. Banner Update – Rita Peaster

Rita Peaster turned the floor over to Jeff Hartman who noted that Undergraduate Admissions is the first entity to go live in Banner. The current go live date is July 1st for Fall 2016 application data, and at that

time data for applicants through Summer 2016 will still be housed in SIS plus. Members noted that individuals asked be able to get to documents from either site. It was noted that presently the course inventory is being migrated. Basic course information presently has two screens in SIS and Banner has over twenty screens for course information. A basic shell of this information will be migrated into Banner first. Rita indicated that Banner can house multiple advisors for a single student and asked for feedback on different advisor types to use in Banner. Members noted that multiple advisor categories should be available such as major and minor advisors as well as success coaches. Dr. Damron will need to have his coordinators listed. It was noted that members need to know more about the functionality in Banner before the advisor types can be determined. Rita commented that Degree Works, the degree audit system, accesses degree attributes carried at the course level and asked for ideas on categories of degree attributes carried at the course level (ex: general education credit, honors credit, etc). Members asked if the needed information could be sent them to allow more thought before responding.

3. Online Education at OSU – Chris Ormsbee

Dr. Ormsbee noted that in the coming year, she has been asked to develop a centralized mission for online course delivery on campus and create centralized resources that would help support online education. Dr. Ormsbee will be putting together groups to focus on these initiatives. The OCAMPUS website will be revised as well. Dr. Ormsbee noted that this will not be replacing the unit's individual websites and if members have helpful suggestions or ideas for the centralize site, to share that information. Dr. Ormsbee is now on the approval trail for online course offerings in determining definitions of these courses. Dr. Ormsbee will also be reviewing the online course evaluation process.

4. STAR Update – James Knecht

James noted that there have been updates to the reporting screen view in the STAR system. James has talked to legal, Information Technology, and Celeste about security issues in relation to accessing advisor photos. It is possible to load photos into the survey and the advisors photo can be uploaded as well. Legal, state, and federal regulations leave it to the institution's discretion. If there is a student with a Buckley flag, the photo will not be visible. Members said that it would be helpful to see the student's photo even if they have the Buckley flag and it was noted that legal would have to be consulted. Dr. Fry will have these conversations/discussions in Instruction Council. Some members were opposed to putting the photos in the STARS system and it was noted that this was Instruction Council's suggestion.

5. Advisor Survey – James Knecht

The Advisor's Survey is scheduled to go out March 23rd the Monday after Spring Break and James will need a list of advisors from the Directors. James will pull the advisor data and will need to make sure this data is up-to-date. Members should receive the results of the survey on April 22nd prior to submission of advisor evaluations. James will also run the survey in late Fall before dead week. This will also be discussed in Instruction Council tomorrow.

6. "University College" Update – Pamela Fry

Dr. Fry noted that the University College update ties to the LASSO Center. Missy Wikle said that the New Student Orientation publications will make reference to the University College instead of the LASSO Center with notation of the change. Dr. Fry noted that the University College including the offices of Transfer Student and Veteran Academic Services and P-12 Partnerships will be located in the basement of the Student Union. The space will be available sometime after April 1st. Dr. Fry wanted to thank members for contacting non-returning freshman in order to disseminate why this was occurring. It was noted that Dr. Kruse looked for Student Conduct violations on these students and

some colleges reviewed the hold screens to better assess reasoning for not returning. Members noted that some of these students on the list were deceased or never attended OSU.

7. General Education 30/10 Proposal Update – Pamela Fry

Dr. Fry noted that the 30/10 general education proposal was passed by Faculty Council. The proposal will go to Deans Council and members asked if there should be training sessions in regards to adopting this change.

8. Guide to Entry Level Placement Assessment (ELPA) Update – Pamela Fry

Dr. Fry noted that there will be an updated ELPA guide. NOC is interested in discontinuing their Science remediation and a meeting will be held with NOC to finalize.

9. Other

Dr. Fry asked members for a suggested time to systematically update the finish in four plans and members noted at the same time the degree sheets are updated. Dr. Fry would also like to incorporate with these plans the careers and/or skills associated with the degrees.

Dr. Dew noted that 600 honors students and leaders will be on campus for the Big XII Conference for Black Student Government.

Dr. Martindale is working on course seat releases.

Adjourn: 12.00 p.m.