

**COUNCIL OF
DIRECTORS OF STUDENT ACADEMIC SERVICES**

MINUTES

March 25, 2015

204 WH

10:30 – 12:00

Present: Celeste Taber, Leslie Evans, Jeff Hartman, James Knecht, Rae Ann Kruse, Amy Martindale, Marissa McIntyre, Marilyn Middlebrook, Lance Millis, Rita Peaster, Jessica Roark, Kristi Seuhs, Richard Shepard, Susan Tolbart, Keila Whitaker, Missy Wikle, Robin Wilson, and Pamela Fry.

1. Banner Update – Rita Peaster and Jeff Hartman

Rita noted that Information Technology has installed the “test instance” of the multi-institutional Banner database and are in the initial stages of Banner migration. The classroom and building information is being migrated and individuals are working on mapping the initial migration of the transcript information. Jeff noted that they are in the initial testing phase called mock one testing and will conduct a mock two testing on May 11th. Jeff noted that July 1st is the scheduled launch date for the new application for the 2016 class and transfers will follow. Undergraduate Admissions is putting together a “must do” list in order to function while moving to a new document imaging system. It was noticed that Banner does not calculate core GPA. Therefore Undergraduate Admissions is recreating the 232 SIS screen in a pdf version for individuals to use temporarily until there is a permanent solution in Banner. It was noted that the course data is some of the first to be migrated into Banner. Dr. Martindale noted that colleges will need to know the specific changes before the next curricular process.

2. Non-degree Undergraduate Matriculations in Banner – Celeste Taber

Dr. Taber asked members if there is still a need to have separate college listings for non-degree seeking students, presently 76. Members noted that students who are non-degree seeking, should have a college listing as well. It was asked if this should be set up in Banner as it is in SIS. Dr. Taber said that it sounds as if there is a need to keep the separate matriculations for these students.

**3. Blended/Hybrid Course Instructional Method Type – Celeste Taber
(Informational Item)**

Dr. Taber noted that as the University transitions to Banner, there is an opportunity to clear up the definitions for the blended and hybrid course instructional mode. Dr. Campbell noted that “Flipped” instruction is considered an instructor’s style of teaching not an instructional method type. It was asked if this information had been shared with the outreach offices and it was noted that this will be shared with the outreach areas. Dr. Campbell noted that the definitions on the handout will read as follows:

Online courses are those that are taught exclusively online with no face-to-face class meetings. Online courses may require proctored exams at approved sites that do not require the student to come to campus. If instruction is delivered online but exams or other components of the course

require face-to-face meetings with students, the course should be categorized as blended/hybrid instead of online.

Blended courses (also referred to as *hybrid* courses) are those that utilize both online and traditional face-to-face modes of instructional delivery, and the scheduled in-class meeting time for the course is reduced to account for the online instructional component.

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

Dr. Fry noted that Northern Oklahoma College (NOC) wanted to propose using the remedial reading course UNIV 0113 to satisfy the science remediation. Members agreed that “critical thinking” needed to be embedded in the course title. Members noted that the NOC and OSU course titles and descriptions should be the same. It was asked if UNIV 0143 should be deleted and members noted that this course is sometimes used for transfer student purposes and members would prefer to keep it. Dr. Fry asked if this change could be added to the ALPHA brochure. Dr. Fry noted that advisors mistakenly are sending students to NOC to enroll in UNIV courses. Dr. Fry asked members to devise a communication plan to let advisors know that NOC cannot enroll students in UNIV courses. Dr. Fry noted that the 2013 Guide to Entry Level Placement Assessment (ELPA) would be updated and sent to members once the revised remediation class is settled.

5. “University College” Update – Pamela Fry

Dr. Fry noted that the name “University College” is becoming a trend with educational institutions. Dr. Fry said that OSU needs to grow the concurrent enrollment at OSU. Dr. Fry noted that OSU has had about 91 concurrent students admitted each year for the last five years and overall concurrent enrollment in Oklahoma has tripled during the same time. Members asked if Dr. Fry could provide a brochure about the University College and Dr. Fry noted that a “University College Council” will be developed to work on communication pieces and other initiatives.

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

Dr. Fry noted that the 30-10 general education proposal was approved by Faculty Council and Dean’s Council and in the near future information about the implementation will be provided. Dr. Fry will share an informational item and specifics of what to expect. The 30/10 degree changes will not become effective until Fall 2016.

7. Other

Dr. Middlebrook had a concern that some instructors schedule online course related activity during Spring Break and Dr. Fry asked Dr. Middlebrook to provide details of these situations.

Dr. Fry noted that the Educational Advisory Board (EAB) wants to work with OSU on the merger of Grades First and EAB and noted if there are individuals interesting in working on this to let her know. Members noted that these individuals should have experience with the STAR system.

James noted that the “Evaluation of Advisors” has been sent to 18,000 students and University Testing has received 300 responses.

Dr. Fry said OSU now has a Center for Sovereign Nations and it supports student success of Native American Students. The director is Elizabeth Payne and she is housed in Academic

Affairs at this time.

Adjourn: