

**COUNCIL OF
DIRECTORS OF STUDENT ACADEMIC SERVICES**

MINUTES

August 5, 2015

126 ITLE

10:30 – 12:00

Present: Christine Crenshaw, Jovette Dew, Leslie Evans, Sarah Gordon, Ebonie Hill-Williamson, James Knecht, Rae Ann Kruse, Marissa McIntyre, Marilyn Middlebrook, Lance Millis, Richard Shepard, Celeste Taber, Susan Tolbart, Keila Whitaker, Missy Wikle, Angela Vivar, Katie Smithson, and Pamela Fry.

1. Introduction of Rick Hansen and Brett Rowh – Pamela Fry

Dr. Fry noted that she wanted to introduce two new staff members of the University College; Rick Hansen, Coordinator of Veterans' Student Academic Services. Rick will be working with the University as well as off campus organizations, such as the Veterans' Administration. Brett Rowh is the new Coordinator of Concurrent Academic Student Services, and plans to work with the advisors to learn the current processes and systems at OSU in relation to concurrent student issues. Dr. Fry noted that this is the future for building a concurrent initiative for OSU. There will be meeting with Library Officers regarding library research for these students. The University College will be working on some pre-collegiate initiatives, such as Summer camps. Amy Cole, the new Director of Transfer Student Services, will be on campus soon. Dr. Fry noted that it is becoming more frequent that students are interested in enrolling in college courses before their senior year in High School.

2. ADA Accommodations – Isabel Keiser

Isabel noted that she has worked for OSU two years and the Student Disability Office is located in 315 Student Union. Their office handles all types of student with disabilities. Isabel noted that there has been a 34% increase in the total number of disabled students attending OSU and Northern Oklahoma College (NOC). It was said that there is a transition gap between high school and college for these students and her office will be working with the high schools to talk about this separation. Dr. Middlebrook noted that there have been issues with a few professors through the years that have given students some resistance in making accommodations for these students and asked how this should be addressed and Isabel asked that Dr. Middlebrook contact her to discuss ways to help those students. Dr. Middlebrook asked if the office supplied note takers and it was noted most of the note takers are volunteers and not always available. Isabel added that their office has increased the number of smart pens availability and the smart pens have the capability to record lecture as well as the notes the student is writes. It was asked if a faculty member is required to provide class notes and it was said that they were and noted that most of the professors are putting their notes on D2L. Isabel noted that students can be evaluated and the cost is \$300 and can be charged to the students Bursar account. Dr. Fry noted that it would be beneficial for Isabel to revisit DSAS periodically.

3. Oklahoma State University Center for Sovereign Nation Engagement and Partnerships Update – Sky Rogers

Dr. Fry noted that Sky Rogers is the Coordinator for the Center for Sovereign Nations and the purpose of the Center is to increase partnerships between OSU and the Native American community. Sky commented that there is a three-fold mission for the Center; to promote sovereignty, to increase communications and partnerships between OSU and the 39 federally recognized tribes in Oklahoma, and to increase and promote student success for Native American students. Sky noted that the Center is engaged in conversations with Native American communities in creating relationships between higher

education and the Native American student population. The Center is interested in learning about the resources available to students at OSU and plans to share this information to students. Dr. Fry noted that the Center was established through the President's office through a generous donation. Elizabeth Payne is the Director of the Center for Sovereign Nations and this will be housed in Life Sciences East. The center will be hiring some student workers to act as ambassadors to these students.

4. Guide to Entry Level Placement Assessment – Sarah Gordon and James Knecht

Dr. Gordon noted that UAT has been working on the Guide to Entry Level Placement Assessment and plans to make the guide clearer in reference to the changes to ACT testing and well as the removal of SAT and COMPASS testing at OSU. The changes to the document are also related to the addition of ACCUPLACER as the provider for the English and Reading Placement exams. Members noted that it might be easier to call ACCUPLACER the English Placement Exam and the Reading Placement Exam. Many changes in the guide are a result of the changes to reading and science remediation. Missy Wikle noted that it might be helpful to have James talk with her advisors. Dr. Fry noted that she plans to have conversations with the State Regents regarding initiating supplemental instruction as another means to clear remediation. Keely James asked if there was a way to clarify the math/science remediation sections in the guide and add the chart of Math Placement cut scores, as it was noted that the information on the web is quite lengthy. Keely also noted that in the old version of the document it included scenarios of different types of remediation situations and guidance on how to resolve those issues as well as examples of the text/information that is included on a student's ELPA Report. James noted that he would work with IRIM to include some additional information on the sample report within the guide. Isabel Medina-Keiser noted that there are testing accommodations available to students with disabilities.

5. Academic Alert – Rae Ann Kruse

Dr. Kruse wanted to discuss the need to extend the availability of the Academic Alert System. Presently the system is only available the first twelve weeks in the Fall and Spring semesters. Dr. Kruse asked if there was a reason why the academic alert can't stay on all of the time. Missy noted that problems arise when there are issues on the drop deadline day because the student can't be helped at that point. It was noted that the system may not be available in Banner but Grades-First/EAB might be able to serve the same purposes as the Academic Alert system. Members agreed that a meeting will be necessary to determine what Banner can and cannot do.

6. Office Hours - Saturday August 13th – Missy Wikle

Missy handed out the pamphlet on Welcome Week activities and noted that if members find anything wrong with the pamphlet, to let Missy know. Their office has added some activities to the event to integrate all entities of the university.

Majors Fair, October 29th from 11 – 1:30 in the SU Ballroom.

Missy asked if the Finish in Four supplement could be handed out in the orientation classes.

Dr. Fry noted that students are using the Finish in Four plans and we need to assure that they are accurate.

7. Other

Dr. Fry noted that in Deans' Council it was suggested to put together a pre-professional working group to discuss how this process could be enhanced and Dr. Fry will be convening this group. Members to include representatives from the Center for Health Sciences and the Center for Veterinary Medical Sciences. Christine Crenshaw noted that this will be very beneficial as Undergraduate Admissions plans to work on this initiative as well. Undergraduate Admissions is looking for some strong messaging for this audience. Dr. Fry noted that there should be an Undergraduate Admissions representative on this group.

There have been two working groups: the Orientation Classes Working Group and the Advising Working Group. One of the suggestions from the Orientation Working Group was to change the name of the

Orientation Classes to Orientation Seminar. The Advising Working Group report is being finalized.

Leslie Evans noted that the Physical Education degree has now been accepted by the accreditation agency and the college can offer the degree.