

**COUNCIL OF
DIRECTORS OF STUDENT ACADEMIC SERVICES**

MINUTES

February 15, 2017

126 ITLE

10:30 – 12:00

In attendance: Chris Campbell, Leslie Evans, Chris Francisco, Linda Good, Ebonie Hill-Williamson, Susan Johnson, Diane Jones, James Knecht, Keila Manos, Amy Martindale, Marissa McIntyre, Lance Millis, Beverly Morris, Rita Peaster, Kyndal Roark, Kristi Seuhs, Richard Shepard, Celeste Taber, Deb Vanoverbeke, Missy Wikle, Robin Wilson and Pamela Fry.

1. Mathematics Corequisite Classes – Chris Francisco

Dr. Francisco reported that students from the Fall 2016 corequisite College Algebra and Math Functions sections outperformed the students in the regular sections. Attendance was better in corequisite sections, and the students formed good bonds with the undergraduate learning assistants. This option has provided a better community for students. The work ethic is very good for corequisite students. Success rates from these classes are comparable to national average, which supports the belief that this model is working. The Math Department would like to expand in Fall 2017 by one section of College Algebra and one section of Math Functions. The Fall 2017 semester will begin with the same number of classes as Fall 2016, while the Math Department is working on personnel and adding sections as is possible.

- Proposal – Calculus 1 pilot Fall 2017 – same model as above only with Calculus 1. For those students in a STEM (science, technology, engineering, mathematics) major, the goal for each student is to start in Calculus 1 to be able to complete the degree in a reasonable amount of time, as well as alleviate being shut out of other STEM courses. The population of students needing attention are as follows: 1) students who score just below the cut off in Calculus 1 math placement test; 2) students who qualify on paper for Calculus 1 – maybe prerequisite from a transfer institution – prerequisite completed several years prior; 3) students who fare poorly on the Precalculus Concept Assessment given the first week of class. Instructors visit with every student who is flagged by those measures and discuss options. Many students resist the idea of returning to Precalculus due to losing a semester.

Possible solution: Introduce a corequisite version of Calculus 1 – 5 days per week. Students would receive credit for Calculus 1, and the Math Department would provide extra support by adding corequisite classes rather than having the students pushed back a semester. The goal for Fall, 2017 is to pilot 2 sections – one section for the students whose scores are just below the cut off for Calculus I from the math placement test and one section for the students who are identified the first week of class from the Precalculus assessment given the first week of class (parachute). For class time detail, refer to *Math Corequisite handout attached*.

- Proposal: Courses leading to Calculus I – target Fall 2018. Courses leading to Calculus 1 are Math 1613 trigonometry and Math 1715 Precalculus (combined college algebra and trigonometry). The students coming from Math 1715 perform at a higher level in Calculus I than the Math 1613 students.

Possible solution: delete Math 1613 and revise curriculum for the Math 1715 Precalculus class, which would include algebra material, conceptual discussion, rates of change and functions, and trigonometry students need in order to be successful in Calculus. Students with higher placement scores would take a 3-hour Prep for Calculus course, while students with a lower placement score would take a five-day-per-week version of Prep for Calculus. The format would probably be three-hour plus corequisite instruction.

There was discussion among DSAS members regarding majors that specify 3 hours of Trigonometry. Dr. Francisco stated that any trigonometry needed would be incorporated into the revised Precalculus course. DSAS members were encouraged to speak with their academic associate deans regarding the impact this change would have within their college among their majors.

2. **Banner Update – Rita Peaster**

All advisor holds and registration time tickets will be added on February 20, 2017. There will be one hold to cover both the summer and fall sessions. Also occurring on February 20th will be the release of the live version of the New Student Profile. Students will be able to see their student profiles in two different locations for ease of reference: 1) under the Student Tab will be the option for Student Profile; 2) under Student Records will be a link for Student Profile. Registrar's Office has recently enhanced the information on their website for students' ease of use.

There was internal discussion regarding communication to students about the advisor holds. It was decided to send an advisor hold communication the sixth week of the semester, right after the holds and registration time tickets are placed. The Registrar's Office wanted to make sure that their information would not be in conflict with each college's communication. The RO communication would be modified to include a reminder to students to schedule with their advisors, as well as information about the advisor hold, registration holds, etc.

XE Registration will be available April 17, 2017. The idea is that all of our new students will register with the new XE Registration system. The older Banner version will be running as a safety net, but once we are confident with the new system, the links to the old one will be removed.

Training sessions for advisors regarding XE Registration will be available closer to when the advisors will be using it, possibly April 10th – 13th. There was also a request for late afternoon for the faculty advisors and for a training session in Tulsa as well.

One of the features in XE Registration is the Plan Ahead feature. Education and Engineering have been testing XE Registration and the only feedback pertained to the Plan Ahead feature (very positive). LASSO advisors also had positive feedback, seeing it as a pre-advisor appointment activity.

DSAS members commended Rita Peaster on her outstanding work during the Banner transition.

3. **Updating Advisor Assignments in Banner – Rita Peaster and James Knecht**

When removing an advisor assignment, in certain circumstances, if there is only one advisor attached to a student and that advising relationship is to be ended, there is a different step to be performed in order to save the data correctly. Instead of copying the information forward, there will be an end choice. This direction was not included in any previous training. There are now new instructions to be tested. Dr. Amy Martindale and Missy Wikle offered to work with the Registrar's Office in testing of the instructions. Once the new instructions are verified, Ms. Peaster will forward that information to all individuals who have access to update advisors in Banner.

4. **Updating the Banner – STAR Data Load – James Knecht**

IT will be updating the data load in Banner. There are free floating categories that can be auto-populated with additional information from Banner, assuming the information is correctly identified. A request was made for all student attributes to be listed. CRN attributes are in the process of being listed as well. All requests can be made to Mr. Knecht either by email or with a face-to-face meeting.

5. **Pre-Health and Pre-Law Supplemental Advisement – Pamela Fry**

There has been discussion of moving pre-health and pre-law into a more central location on campus. The plan going forward is to relocate the pre-health and pre-law advisement into University College in the Student Union. The specific position description and details have not yet been finalized. We are seeking an individual to work with all of the colleges and pre-professional agencies / entities to make this something significant for OSU. This individual will need to be able to organize and communicate information. All DSAS members are encouraged to contact Dr. Fry with any questions, insight and direction.

6. **Other**

- Dr. Fry commended the DSAS members for their diligent work on transfer maps.
- 2017 Advisors' Conference Date – Sept. 8th or 15th? DSAS members indicated their preference for September 15th.

- Today all appropriate students received the Campus Climate Survey on Sexual Assault. Student Affairs office and Title IX office are sponsoring this survey.
- Survey of Undergraduate Advisement – survey to all undergraduates regarding the advisor who is listed as primary advisor in Banner. Changes regarding advisors need to be made soon.
- The Diversity Survey will be distributed Spring, 2018.
- Student Surveys of Instruction – questions have not changed.
- The University and Assessment Testing Director search committee, chaired by Dr. Shiretta Ownbey, met February 9th. Their suggested changes to the job description are under advisement. This search is a national search.
- A Recruitment Specialist search for OSU-Tulsa is underway.
- Dr. Brenda Masters will be asked to present information on Courseleaf at the March DSAS meeting, as well as the March Instruction Council meeting.

Meeting was adjourned at 11:35 am.

Minutes were recorded by Kyndal Roark.