

**COUNCIL OF
DIRECTORS OF STUDENT ACADEMIC SERVICES**

MINUTES

**May 16, 2018
126 ITLE
10:30 a.m. – 12:00 p.m.**

In attendance:

Jessica Priddy Bullock, Chris Campbell, Ryan Chung, Amy Cole-Smith, Leslie Evans, Jordan Garriott, Kathryn Gage, Vince Giannotti, Linda Good, Rick Hansen, Jeff Hartman, Keely James, Diane Jones, Cindy Lane, Marilyn Middlebrook, Lance Millis, Beverly Morris, Katie Norris, Rita Peaster, Sky Rogers, Jenn Sanders, Richard Shepard, Jessica Sullins, Candace Thrasher, Deb VanOverbeke and Karen Hickman, Chair.

1. Cowboys Coming Together Program – Jenn Sanders / Rick Hansen / Vince Giannotti

The Cowboys Coming Together (Wednesday Group) is interested in creating a proposal that would encourage racial diversity and equity on the OSU campus. It is the opinion of the Wednesday Group that this program could be a required diversity experience in the existing freshman orientation / first year seminar course. There should also be consideration into developing a transfer student orientation with the same components. First Year Seminar is a way to give students an opportunity to engage with diverse groups in a supportive, guided experience. Research shows that an increase in diversity leads to an increase in communication, innovation and problem solving. When students are exposed to other viewpoints empathy increases, and intolerant and offensive behaviors decrease.

D. VanOverbeke explained that College of Agricultural Sciences and Natural Resources (CASNR) provides their FYS students with a lecture about diversity and inclusion. There is concern with timing – FYS has many components to present at the beginning of the course that are all equally important. She expressed concern that this topic may not be able to be pushed early enough in the course to expect required interaction with diverse groups.

J. Priddy Bullock expressed her support for this program. Her healthcare professions course with a lesson on empathy vs. sympathy would work well with the diversity assignment.

L. Millis would like to see some type of Academic Affairs recommendation behind this request.

K. Cage announced that Student Affairs will be hosting a co-curricular mapping summit on June 12, 1-5pm, 412 Student Union. Discussing activities that encourage confidence in students. She would like to have representatives from Cowboys Coming Together Program in attendance. J. Sanders will discuss the summit with the Wednesday Group, and a representative will be chosen.

For further suggestions or questions please contact J. Sanders, R. Hansen or V. Giannotti.

2. OSU Parents Satisfaction Survey Update – Ryan Chung

R. Chung met with representatives from the Registrar's Office (RO), legal counsel and financial aid to discuss legal ramifications of the parent survey. Student data will not link to the parent survey. Data collection timing will depend on approval. It is R. Chung's hope that the survey will be submitted in June. Refer to DRAFT 2018 OSU Parent Satisfaction Survey document. Clarifications are below:

- Parent in title as opposed to guardian – purpose was to keep it simple
- Focus on 18-24 year old undergraduate students – traditional students
- Information will be placed in Qualtrics,
- Survey should typically take approximately 12 minutes

- Data to be collected between 6-8 weeks
- Data analysis will begin Fall 2018

R. Chung is seeking donations to incentivize completion of the parent survey, possibly in the form of athletic event tickets.

For further questions, email Ryan.Chung@okstate.edu.

3. Online Major/Curriculum Change Application Overview – Rita Peaster

Processing program declaration changes is one of the highest volume activities within the RO. Last fall a volunteer working group was formed to address the program declarations process and develop specifications for Information Technology (IT) to create an online application. The first phase will result in RO manually making changes within Banner. The second phase will include working with IT to investigate online changes. R. Peaster presented an overview of the online application process:

- Application will be connected to Banner
- After work request is submitted, a confirmation email will be sent to the student and then the request goes through workflow for approvals: advisor, college of primary degree and major, college of new degree and major and Academic Services for Student Athletes when appropriate
- When the application is approved, it will be sent to RO for processing
- Processed form will feed into the Banner Document Management System to be imaged into the student's file
- Individual colleges will need to specify approvers
- There will be a mechanism to automate specific requirements from individual colleges

4. Approved Changes to UAR 2.1 Classification of Students – Implementation Update – Rita Peaster

UAR 2.1 is the regulation regarding the number of credit hours that determines the undergraduate classification of students. Below is the breakdown:

<i>Freshman</i>	<i>fewer than 30 semester credit hours earned</i>
<i>Sophomore</i>	<i>30 to 59 semester credit hours earned</i>
<i>Junior</i>	<i>60 to 89 semester credit hours earned</i>
<i>Senior</i>	<i>90 or more semester credit hours earned</i>

When this change to the regulation was making its way through the approval process there was some concern that there may be a negative impact to students who would have classified as a sophomore under the previous UAR 2.1 due to the federal regulation that sophomores are allowed to borrow additional monies. L. Good reported that continuing students already packaged with federal loans for '18-'19 were packaged using current classification, not projected, so there will not be many Fall 2018 students packaged with sophomore level loans that they would have to reduce. The changes to UAR 2.1 will take effect Fall, 2018.

5. Other

- There was an announcement that the June and July DSAS meetings were cancelled; however, it has been determined that the 6-20-18 and 7-18-18 DSAS meetings will continue as planned.
- The August 8, 2018, DSAS meeting will be held in 460 Student Union.
- C. Thrasher explained that academic standing notifications will be submitted by 5-18-18. If students want to be reinstated for Fall, 2018, their form will need to be approved by DSAS no later than 6-6-18 at noon, and into Academic Affairs office by 6-7-18 at noon. The reinstatement committee will meet 6-8-18 AM to discuss reinstatements. If students want to participate in the summer reinstatement program, their forms will need to be submitted to the Registrar by 6-7-18. Policy requires students to be enrolled in a minimum of 6 hours (only courses that are required by degree) and in residence at OSU-Stillwater or OSU-Tulsa (no online courses). Grades will roll to transcript the evening of 5-16-18, but will not be official until 5-18-18 AM due to end of term processing.
- L. Good informed DSAS that First Year Seminar financial planning counselors will be moving out of the Office of Scholarships and Financial Aid today and relocating to the General Academic Building – 4th floor.

Phone numbers will remain the same.

Meeting was adjourned at 11:30 a.m.

Minutes were recorded and transcribed by Diane Jones and Kyndal Roark.