

**COUNCIL OF  
DIRECTORS OF STUDENT ACADEMIC SERVICES**

**MINUTES**

**May 15, 2019  
126 ITLE  
10:30 a.m. – 12:00 p.m.**

In attendance: Laurie Beets, Chris Bingham, Lori Christian, Kathryn Gage, Amy Gazaway, Richard Hansen, Nick Holmes, Bobby Jenkins, James Knecht, Amy Martindale, Marilyn Middlebrook, Lance Millis, Beverly Morris, Blke Myers, Libby Reigh, Kyndal Roark, Sky Rogers, Kristi Seuhs, Richard Shepard, Candace Thrasher, Deb VanOverbeke, Missy Wikle and Bridget Miller, Chair.

**1. Statistics Course Equivalencies – Amy Martindale & Blake Myers**

STAT 2013, 2023 and 2053 have always been mutually exclusive, but as of Fall 2019 those courses will be equivalent (**not** retroactive). The repeat policy will apply but only for Fall 19 and forward. If a situation arises where a student would benefit from the repeat policy applying to previous semesters, that exception (same as any other exception) would need to be requested by the Dean and submitted to Academic Affairs.

**2. Tuition Insurance – Laurie Beets**

L. Beets presented the GradGuard tuition protection plan to Directors of Student Academic Services. The purpose of this insurance is to cover educational costs associated with students attending OSU who for medical reasons or for catastrophic events must withdraw from the University. Insurance companies are realizing that mental health is a serious concern among college students and should be considered as a viable medical condition covered under tuition insurance. At this time, the tuition insurance policy states that coverage for mental illness requires hospitalization; however, by Spring 2020, hospitalization will not be a requirement. The student will need to be in active treatment with a physician.

This insurance covers not only tuition and fees, but also housing, meal plans, books, and financial aid if retracted. The recommended coverage is \$10,000, which costs \$100 per semester; the amount of coverage is flexible if a lowered amount is desired. Students are required to sign up for the insurance before the 100 percent withdrawal date. All students are eligible for this insurance – undergraduate and graduate.

An insurance representative will be on campus May 22, 2019 at 9:00 in 207 NRC to present the plan to Admissions and New Student Orientation (NSO) staff. Even though the Bursar's Office will be partnering with GradGuard to present this tuition insurance, all policy and financial matters will be completed through the insurance company.

Communication plan for the tuition insurance:

- Emails will be sent throughout the summer semester to all students
- Tuition insurance will be presented to students during New Student Orientation (NSO)
- Sophomores will receive a mailing in July

**3. Fall 2019 Enrollment Late Fee Increase – Laurie Beets**

A significant number of students are enrolling late. This presents a concern to the students who possibly miss one week of classes, which could potentially place them far behind in their courses. To discourage this practice, the late enrollment fee is increasing from \$50 to \$100, starting Fall 2019. Options are available for student to enroll in summer payment plans so they can at least enroll now, as opposed to waiting until the second week of classes.

Discussion: many times the late enrollment is not necessarily the fault of the students. If the University has somehow created a barrier to enroll, the Registrar's Office will allow a late fee enrollment waiver. Possibly the University should consider a change in the admissions process – some kind of mechanism on the front end to manage students who may need to start at a community college. Another consideration would be to allow

enrollment up to the specific date the class meets – up to Tuesday if the course meets on Tuesday/Thursday. A previous committee was created to look at the retention data of students who enroll late, and their success. There was not enough evidence to indicate refusal of student admission. The committee will continue to review this matter.

Communication will be going out from Bursar to inform students of the increased late enrollment fee, as well as the summer payment plans.

#### **4. Student Services Step Challenge Results – Lance Millis**

The step challenge was a success in terms of participation and results. The College of Engineering, Architecture and Technology won with an average of just under 9,600 steps per participant. Spears School of Business came in second with 8,900 steps per participant. L. Millis thanked all who participated and encouraged others to submit other types of healthy activity challenges.

#### **5. Other**

- Summer enrollment – freshmen will enroll online thru Bursar, while continuing students will enroll via the paper form.
- New Student Orientation (NSO) begins May 28, 2019 and runs through July 19, 2019. Honors enrollment will be located in satellite areas across campus. University College Advising (UCA) will act as Northern Oklahoma College (NOC) on Fridays to guarantee that everyone can enroll in OSU and NOC classes as needed.
- B. Jenkins announced that grades are due by noon today, May 15, 2019. Any grades submitted late will require a grade change form.

Meeting was adjourned at 11:08 a.m.

Minutes were recorded by Kyndal Roark