

**COUNCIL OF
DIRECTORS OF STUDENT ACADEMIC SERVICES**

MINUTES

November 17, 2021

Zoom - <https://zoom.us/j/99545430954>

10:30 a.m. – 12:00 p.m.

1. Transfer Dashboard in CDR – Cheryl Kleeman

- Transfer Enrollment
- Transfer Retention and Graduation Rates
- Transfer Persistence
 - i. Overall
 - ii. Persistence by Transfer Type
 - iii. Persistence by College
 - iv. Persistence by Reported Race
 - v. Persistence by First Generation Status
- Transfer D/F/W/ I Information
- Transfer Engagement
- Average Hours to Undergraduate Degrees

2. Requirements for Eligibility to Transfer (on-campus) into CEAT – Lance Millis

3. Registration Holds (missing transcripts) Update – Libby Reigh

4. Fall Break options – Amy Gazaway and Amy Martindale

5. Satisfactory Academic Progress and Maximum Hour Notifications – Charly Smith

We notified 233 students today that based on the hours they have already attempted to complete and the hours they have left to complete for their degree, that they will be ineligible for federal and state aid starting with the Spring 2022 semester.

Based on federal regulations, it is mathematically impossible for these students to complete their degree program without exceeding the maximum timeframe (which is 150% of the minimum number of hours required to graduate) for their degree.

These students will be able to appeal NOW through the Satisfactory Academic Progress committee before they become ineligible at the end of Fall 2021.

Here is a link to the appeal along with the text of the email below.

https://go.okstate.edu/scholarships-financial-aid/files/documents/sap/sap_appeal_revised_may21.pdf

Text of email to students:

We are notifying you on your financial aid eligibility. This is based on the hours you have already attempted to complete, and the hours needed to complete your current degree program. Your financial aid eligibility for future semesters is going to be cancelled due to the maximum allowable time frame for completion of your degree program, as outlined in the OSU's Financial Aid Satisfactory Academic Progress policy. **You will be ineligible for federal and state financial aid, starting with the Spring 2022 semester.**

To receive federal and state aid, you must meet the requirements of the financial aid academic progress policy **per federal regulations.**

- According to our records, it is mathematically not possible for you to complete your degree program without exceeding the maximum time frame for your degree.
- You must complete the requirements for a degree program within the required time frame. The policy states that the maximum number of hours you can attempt is 150% of the minimum number of hours required to graduate.
 - Example: If 120 hours of coursework is required to complete the degree, then you can attempt a maximum of 180 hours (120 x 150%). If you exceed the maximum allowable time frame to complete your degree program, you will no longer be eligible to receive financial aid.
- We calculated eligibility by adding the total number of hours you have attempted to the hours you have left to complete your degree.
- We are required to count all attempted hours, including transfer work, hours of "W" and "R" (research) grades.

What you should do:

- **If you will graduate at the end of this semester**, congratulations on completing your degree! Please disregard this email as this does not apply to you.
- **If you will NOT graduate at the end of this semester**, we encourage you to:
 1. Review the [Satisfactory Academic Progress Policy](#).
 2. Submit an [appeal](#). Be sure to include a letter explaining why you will exceed the maximum hours limit for your degree.
 3. Ask your academic advisor to complete the advisor portion of the appeal form.

What happens next:

- The Faculty Financial Aid Appeals Committee will review the appeal and documents.
- The committee will notify you via your OSU email address of its decision within two weeks of receipt of ALL parts of your appeal.

We know this is a challenging time so please submit an appeal for review or contact us if you have any questions.

6. Degree Works 5.0.5 Update – Blake Myers and Leslie Evans

7. Office of the Registrar Contacts – Rita Peaster

New Technology Team – tech-registrar@okstate.edu (B. Myers, Tiegan Willoughby, Tyler Beets, Audry Huff)
Banner for Students, Advisors and Faculty
Technology Process Improvement
Banner Access Requests (Student)

Course Management & Class Scheduling Team – gurooms@okstate.edu (Colton Kersey, Jenn Haas, Rebecca Swensen)

Front Line Team – registrar@okstat.edu (Trent Davis, Rhonda Davis, Samantha Lee, Jennie Hentges)

First point of contact for students, advisors, faculty and staff

Registration

Student record inquiries

Concierge for Registrar services

Other Registrar contacts:

Certifications@okstate.edu

commencement@okstate.edu

degreeworks@okstate.edu

veteransbenefits@okstate.edu

8. PAC Application Information – Kelly Kavalier

<https://universitycollege.okstate.edu/preprofessional/prehealth/pac.html>

9. Other

Cheryl Kleeman

<https://universitycollege.okstate.edu/transfer-veteran-success/osu-transferadvisory.html>