

**COUNCIL OF
DIRECTORS OF STUDENT ACADEMIC SERVICES**

MINUTES

February 17, 2021

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

10:30 a.m. – 12:00 p.m.

In attendance: Laurie Beets, Chris Bingham, Larry Burns, Aaron Christensen, Brenda Dawes, Kathryn Gage, Amy Gazaway, Ebonie Hill, Nick Holmes, Kelly Kavalier, James Knecht, Rae Ann Kruse, Han Kwideok, Amy Martindale, Marissa McIntyre, Marilyn Middlebrook, Christine Miller, Lance Millis, Linda Millis, Beverly Morris, Rita Peaster, Libby Reigh, Kyndal Roark, Sky Rogers, Kristi Seuhs, Richard Shepard, Candace Thrasher, Denise Weaver, Deb VanOverbeke, Missy Wikle, Robin Wilson and Jeanette Mendez, Chair

1. ELPA Update – Larry Burns

With the ACT test optional policy now active at OSU, Institutional Research and Analytics (IRA) needed to create a different process for entry level placement assessment (ELPA). The ELPA will be calculated using the ACT if the student has a score. If the student does not have an ACT score and does not have a 2.0 PGI score, ELPA will roll down to the next calculation. The ACT superscores have been added into the calculations as well. IRA has plans to implement a yearly update calculation for the ELPA. They anticipate a significant number of changes in the next few years.

Previously ELPA high school science grades were a minimal factor. The formulas now will be looking at the high school math GPA and core GPA, and the same with science. There is also a formula for a combination of math and science GPA and core GPA. Multiple options have been added to encompass more data. Because we are now accepting concurrent high school juniors, these calculations can be used with junior level students as well.

IRA has an appointment with Northern Oklahoma College (NOC) regarding students who need math remediation at NOC, as well as discuss their plans to handle test optional in terms of their math remediation processes.

2. Daybreak Fund for Former Foster Youth Attending OSU – Kathryn Gage

K. Gage has been working with a group of former foster students attending OSU. These students are typically financially self-reliant, however, unexpected expenses can be devastating. They have access to good financial resources thru federal financial aid and if they are from Oklahoma they have access to the Education Training Voucher (ETV). Approximately one year ago, OSU received access to a new fund – the Daybreak Fund. The fund allows OSU to allocate \$500 to students facing unexpected expenses - not only for emergency funding but helping with basic needs (bedding, pots and pans, etc). K. Gage relies on DSAS and other colleagues for former foster youth references. For further information, please visit: https://ssc.okstate.edu/financial_support.html

3. Seat Releases During NSO – Amy Martindale

DSAS members indicated they would like to continue with seat releases during New Student Orientation (NSO). There are 33 NSO programs scheduled this summer, which means that proportions will need to be adjusted accordingly. If there are classes that have not been included in the seat release in the past and would like to see those classes included, please contact A. Martindale.

4. Superscores for Admission – Libby Reigh

As a reminder OSU is using University calculated ACT superscores for admission. Previously ACT released a statement that they would be calculating superscores for students starting in September, 2020. ACT has yet to provide the superscore to students who have taken multiple ACT exams. OSU recently petitioned Oklahoma State

Regents for Higher Education (OSRHE) for the use of the University-calculated superscore for admission to OSU. The State Regents granted our petition to use the University-calculated superscore for admission purposes. Office of Undergraduate Admissions will continue this cycle thru Fall 2021. There is a stipulation from OSRHE that as soon as we start receiving the official superscore from ACT, we will immediately discontinue the University-calculated superscore and depend solely upon the ACT provided superscore. OSRHE is now allowing all Oklahoma colleges to utilize the institution-calculated superscore until ACT can provide an official superscore.

With the University-calculated superscore process in place last week, this process allowed 52 of our alternative and holistic students to be considered assured, and 15 students that were in the admission process were able to be immediately admitted due to the superscore.

5. Major Changes for Student Athletes – Marilyn Middlebrook

Academic Services for Student Athletes (ASSA) is no longer being notified when their student athletes are being denied their request for a major change. Registrar's Office will investigate the matter and verify that the automated programming is similar to the protocol regarding the student athlete's successful request for a major change, through the online major change system. Typically each academic college has one individual who approves or denies a major change. For a temporary time period while the automated system is being altered, all colleges are asked to communicate with Charles Verner regarding the denied major changes of any student athlete.

6. Report to Colleges to Help with Enrollment Holds at Bursar – Linda Millis

Office of Scholarships and Financial Aid (OSFA) teamed up with College of Arts and Sciences (CAS) last semester to address students who had not accepted their awarded financial aid, yet still owed the Bursar. CAS also addressed students who had not submitted documentation so that OSFA could determine their financial aid. OSFA is willing to assist in the same manner this semester, and will be communicating with each college regarding their students. Hopefully this will be a better system to know where to send the students if they have a hold instead of sending straight to the Bursar. R. Kruse added that financial planning coaches with First Year Success are willing to work with the colleges to assist with reaching out to students with this information.

L. Beets informed IC that the Bursar holds will be placed on 2-25-21.

7. OSU's FERPA Policy 2-0701 Update – Rita Peaster

The FERPA Policy change, recommended by legal counsel, would allow OSU to release chosen or preferred first name when responding to open records requests. It would also enable OSU to use chosen name for faculty, public class schedule and other areas where we may have names available publicly. If approved, these changes would be effective Fall 2021.

Discussion revealed that "professional name" field could be confusing. L. Millis cautioned the group regarding the timing of the release of the information. R. Peaster explained that the impetus behind this policy update is that a student submitted a complaint to the Office of Student Affairs. The legal name caused great stress to this student so IT developed a program that will allow preferred first names. There is also a working group lead by Irissa Baxter who developed a web site that helps explain chosen name and personal pronouns. The website will contain information regarding details of where students can expect their chosen name vs. their legal name to be displayed or listed.

Motion was made by A. Martindale and seconded by L. Millis to accept the FERPA policy 2-0701 update, and approved.

8. Short Courses with Unique Deadlines – Rita Peaster

R. Peaster would like to receive feedback from DSAS members regarding the Registrar's Office website. The RO website contains a page that lists short courses for a given term and unique deadlines and refunds, which is filter enabled for students and advisors. College of Veterinary Medicine (CVM) and Center for Health Sciences (CHS) courses are excluded from the list. There is nowhere to easily find that information. Options are to either add those courses back into the existing spreadsheet or create a separate spreadsheet. R. Wilson stated that due to strict class progression in CVM there is no need for their courses to appear on the spreadsheet. A. Christensen shared

that CHS utilizes the spreadsheet to follow deadlines. All of the existing CHS graduate courses that deviate from the standard would benefit from being included on the spreadsheet. DSAS members indicated they were in agreement to add the CHS courses back into the spreadsheet.

9. Other

- A Martindale made a request to identify short courses more easily in the Banner search. R. Peaster recommended looking at the parts of term code listed in the search results.
- Advising holds will be placed this weekend. Messaging will be submitted to advisors Monday morning and will include information about the new diversity and inclusion hold. The schedule will be viewable Monday. Over the weekend the Registrar's Office will publish the schedule, add the advisor holds and add time tickets.
- A diversity and inclusion FAQ has been created and Helpdesk is prepared for questions regarding the diversity and inclusion training hold. There is a quiz at the end of the training and a score of 80% or higher is needed for successful completion. Thirty minutes should be ample time to receive a passing score. The diversity and inclusion hold should be released within a couple of hours after successfully completing the training, however in some instances it may take overnight.
- Residential Life is providing housing for off campus students who have experienced difficulties with electricity outages due to the weather.
- ITLE will be pulling data to evaluate how many classes cancelled during the inclement weather.

Meeting adjourned at 11:18am

Minutes recorded by K. Roark