

**COUNCIL OF
DIRECTORS OF STUDENT ACADEMIC SERVICES**

MINUTES

September 20, 2023

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

Passcode - 321037

10:30 a.m. – 12:00 p.m.

In attendance: John Andrews, Dani Bellmer, Lindsey Brownlow, Larry Burns, Kyndal Campbell, Aaron Christensen, Brenda Dawes, Amy Gazaway, Nick Holmes, Diane Jones, Kelly Kavalier, Randy Kitchens, James Knecht, Aleigha Mariott, David Mariott, Amy Martindale, Marissa McIntyre, Kimberly Meintz, Marilyn Middlebrook, Kim Miller, Lance Millis, Linda Millis, Jeremy Minyard, Beverly Morris, Rita Peaster, Kristi Seuhs, Richard Shepard, Debbie Stump, Candace Thrasher, Betsey Weaver, Robin Wilson and Shannon Baker, Chair.

1. Student Success Tab in Slate – Kimberly Meintz

Any advisor assigned in Banner will have access to the Academic Advising information within the Slate Academic Advisor Dashboard. Any secondary advisor will be able to see this information as well. Institutional Research and Analytics (IRA) has been working with OTHOT to develop predictive and prescriptive analytics for our first-year students (freshmen and transfers) in Stillwater and Tulsa. Using that information to identify factors at different points of semester may influence students' ability to be retained until the following fall semester. These insights are being used to identify students who may need a little more intervention, such as conversations with advisors.

From the Academic Advisor Dashboard, under Advising is a new tab – Student Success. This area contains background information of students and its intended use. K. Meintz encouraged feedback from DSAS members for adjustments in information gathered. The retention cohort description of information reveals the specific class cohort, the specific college for the student and the major program. Variables include total precourse credits, high school GPA, account balance as of week 6 of semester, % COA met by gift aid, # of gym swipes. Also considered are high time commitment activities, such as college athlete or job, and co-curricular interests, such as community service, fraternities or sororities, intramural sports, leadership, student newspaper. All of this information is updated regularly to predict the retention rate of our students.

If an advisor is prompted to connect with a student based on the Slate student success information, and they submit an advisor notes form, the system will remove that students from the list of every other advisor assigned to that student. There is a caveat, however. A student with no advisor assigned will not show up on any list. Please make sure these students are assigned to an advisor. As of today, 18 students have not been assigned an advisor.

The Engagement Tab contains a metric of student activities in the following areas: advising, events and activities, career services, success, wellness, tutoring, housing, and others. The goal is to see at least two engagements per semester.

IRA is also in the process of adding students' current organizations and leadership based on Campus Link. Students' ten most recent check ins will be visible under the Engagement Tab. It is important to look at the breadth of student activity, as well as the depth.

This initiative will help advisors see which students might be falling through the cracks.

2. Extra Intervention for Students Admitted with GPA between 3.1 and 3.24 – Shannon Baker

S. Baker lead a discussion on college outreach:

- SSB – inviting all new freshmen / transfer students for advising meetings, connecting them to campus life resources, being more intentional outreach
- OSU-TUL – intentional outreach to new students each semester
- OSU AG – utilizing student academic mentors in Ag1011 sections, and monitoring grades very closely

3. **Permanently Combining the Cancellation and Withdrawal Forms – Rita Peaster**

Just before the fall semester, a change was made to prevent students from dropping their last class online and relabeled the form as *Withdrawal / Cancellation* form to alleviate confusion. However, the Registrar's Office wants to make sure there are no unintended negative consequences. The difference between cancellation and withdrawal:

- Cancellation occurs when all classes are dropped before the main semester begins.
- Withdrawal occurs when all classes are dropped after the main semester begins.

This clarification does not warrant a policy change, but rather a way to streamline the process. The withdrawal / cancellation form would be processed in Banner on the back end as a cancellation or withdrawal depending on timing. Cancellation form is a very simple form, while the Withdraw form is more comprehensive. We can hopefully elicit more information from the Withdrawal form and provide students with additional potential benefits. If the student indicates they plan to return next semester, this status would keep the student in an open matriculation, and the barrier to reapply for admission is removed. However, if the student indicates they are not coming back next year, the student status switches to inactive and would be forced to apply for readmission. The matriculation status in Banner Self Service – if you select by specific term - will be evident. R. Kitchens agreed that the Slate team would be able to add this information to make it more transparent.

4. **PAC applications – Kelly Kavalier**

K. Kavalier provided a quick reminder for students who are dental or medical school bound. Students who are at their final stages planning to apply to their professional program this upcoming summer should apply to participate in the Prehealth Advisory Committee process. PAC applications will be open at the end of September. The PAC application consists of a full practice application, interviews and a committee letter that can be used to submit to a professional school. A webinar will be held on October 12 for additional, detailed information. Please visit <https://universitycollege.okstate.edu/preprofessional/prehealth/pac.html> as well. D. Mariott will arrange for this information to be available in Slate for students who are juniors and senior in a pre med or pre dental degree concentration.

5. **Undergraduate Admissions Update – Jeremy Minyard**

A recent update from the Board of Regents indicates their approval of the request for a pilot program to allow OSU to use the Duolingo exam for admission of international students. This change will take effect Fall 2024 entry term as a five-year pilot program. OSU will be accepting scores of 95 for admission and 85-94 for conditional admission. These scores will be used for scholarships as well. A. Gazaway added that Duolingo will not be allowed for any students within the professional pilot program. Nor, will this exam will not be allowed for credit.

6. **Other**

- S. Baker will be traveling mid October and mid November, creating the need to adjust the monthly DSAS meeting. The October/November meetings will be combined into one meeting on November 1, 2023 from 2pm to 3:30pm.
- Bursar holds are being placed on students accounts today – emails will be submitted through Slate regarding enrollment, charging and transcript holds
- Spring schedule will be viewable on Monday, September 25, 2023. Advisors holds for spring advising and spring time tickets will be viewable on Monday as well. Message will be going out on Monday to students, as well as advisors
- Immunization holds - B. Weaver is in the process of adding a column on the Appointment tab of the Management Dashboards for active holds. To demystify holds for additional information please visit <https://uhs.okstate.edu/immunizations/>
- L. Millis – informed DSAS members of the date to apply for 24-25 FAFSA is changing from October 1st to

sometime in December. There will be significant changes with the new application. For further information please contact charly.smith@okstate.edu

Meeting was adjourned at 11:16am

Minutes were recorded by K. Campbell