

## Academic Advising Council

### 2012-2013 Annual Report

To: President, OSU Faculty Senate  
From: Carey Hilbert, Chair, Academic Advising Council  
Date: July 3, 2013  
Subject: 2012-2013 Academic Advising Council Annual Report

The 2012-13 academic year was productive and issues-focused for the Academic Advising Council (AAC.) Our objective was to furnish support, information, and guidance to those units on campus that provide academic advising for undergraduate students, as well as to make policy and procedure recommendations to the Faculty Senate for consideration.

Unlike many Faculty Senate Committees, AAC membership is fixed and does not rotate. Membership consists of voting members, as found in our Standing Rules, and non-voting members, as found in our [Guidelines](#). The leadership of the AAC and their external responsibilities were as follows:

- [Carey Hilbert](#), Chair, College of Public Health & Human Sciences, represented AAC on the University Committee of Student Engagement and Success (UCSEE).
- [Clay Torset](#), Immediate Past Chair (2011-12), College of Forestry, represented AAC on the Curriculum Council.
- [Rebekah Lancelin](#), Past Chair (2010-2011), University Honors College, represented AAC on the Academic Affairs Committee.
- [Brett McFarland](#), Secretary and Chair-Elect (2013-2014), College of Engineering (COE), shared the reporting of minutes with Nicole Kent (also COE) for all but the last two meetings in May and June.
- [Claire Colvin](#), College of Science, was elected at our June meeting to the position of Secretary-Elect (2013-14) and Chair-elect (2014-2015) in accordance with our [Guidelines](#).

#### Action Items and Highlights of the year include:

- **Transfer Admissions** – Students admitted as < 36 (First years) often have over 36 credits by the time they get here, but may not have completed the WR and MTH courses required of OSU first year students. The MTH becomes particularly troublesome in MTH/science based curriculum. A Letter-of-Admission and Admissions website added language "Any courses taken prior to enrollment at OSU should include WR 121 & MTH 111 with C- or higher."
- **OSU Curricular Handbook** – The document "Frequency of Advising" text was edited and a discussion of where such a policy should reside was begun, but not resolved. AAC supports the current revisions by the UAC and realizes more revisions may come after the First-Year Advising Council makes recommendations this fall

- **Bereavement & Funeral Policy** – Working closely with Student Life Office, DAS, and Advisors, guidelines were adopted outlining steps for students, parents and faculty in the event a student experiences a death or serious impairment in the family. This document was vetted by Faculty Senate Executive Committee, Faculty Senate and now resides in the Registrar’s pages under “University Policies.”
- **NACADA Award Nominations** – AAC accepted nominations from across campus for four award categories. A sub-committee reviewed three that were submitted for two categories and supported two candidates on behalf of AAC. One received a certificate of Merit for “New Academic Advisor” and one was awarded “Most Outstanding Faculty Advisor.”
- **Waitlisting Issue** – In trying to determine “best practices” for wait-listing, the AAC put forward a request to all academic departments encouraging the use of the electronic waitlists rather than private lists that not all advisors or students are aware of existing.

### Academic Regulations

- **AR 12 (Maximum Withdrawals)** – Proposed clarification in language for AR 12 to read: *Any student may withdraw from a maximum of 12<sup>1</sup> individual OSU credit bearing classes*. Adopted by the Faculty Senate on April 8, 2013 and implemented.
- **AR 25 (Academic Residency)** – AAC suggested some alternatives/changes to the policy taking into consideration policies at other institutions.
- Registrar’s changed the policy to read: A minimum of 45 of the last 75 credits, *or 150 total credits*, must be completed while the student is in academic residence at OSU. Adopted by the Faculty Senate on April 8, 2013 and implemented. Additionally, they created a tool for advisors to use to help calculate this.

### Informational Subjects: (Details on each in AAC Minutes in the [archive](#))

- First-Year Experience implementation plan
- Religious Accommodation Policy
- ODS (Operational Data Store) and EDW (Enterprise Data Warehouse) – *ODS, EDW & Cognos (reporting tool) will take the place of the existing data warehouse and BI Query. There are four modules in the ODS. A project team will be converting the existing reports to the new ODS.*
- OSU-Cascades Campus New Degrees and Majors Update
- Introduction of new “Safe Assign” feature for Blackboard to identify plagiarism
- New DW model for MyDegrees
- AFROTC
- Career Services SIGI3
- Returning veteran issues – articulation of military transcripts
- ALEKS math placement test & plans for the second pilot
- BEST sessions

- Term-by-term Academic Performance of Student Athletes, financial aid/scholarship info
- Summer Session and University Withdrawal/Drop Deadline changes
- Results of implementation of "First-Year Skills Requirement" completion rate

## **Conclusion**

We still did not have a student representative at the table. It is hoped that next year we will have a student present at all AAC meetings, but this will require close communication with ASOSU and input from Advisors about potential candidates early in the year. As we advocate for students in our policies, discussions, and decisions, the student voice and perspective is critical.

The 2012-2013 academic year was not fraught with "big issues," but the AAC was productive in providing input and clarity into matters of import to Registrar's office, student/university policy and guidelines, and Admissions.

Respectfully submitted,

*Carey A. Hilbert  
Chair, Academic Advising Council 2012-13  
Head Advisor  
College of Public Health & Human Sciences*