

Faculty Senate

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Academic Advising Council

Annual Report 2010-2011

To: Jack Higginbotham, President, OSU Faculty Senate
 From: Rebekah Lancelin, Chair, Academic Advising Council
 Date: August 2, 2011
 Subject: 2010-2011 Academic Advising Council Annual Report

The 2010-2011 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:

[Rebekah Lancelin](#), Chair, University Honors College, represented AAC on the University Committee of Student Engagement and Success (UCSEE) and as liaison to the Faculty Recognition & Awards Committee, providing input to the selection of the recipients of the Dar Reese Excellence in Advising Award and the OSU Academic Advising Award.

[Brenda Sallee](#), Immediate Past Chair, College of Business, represented AAC on the Curriculum Council.

[Gene Newburgh](#), 2008-2009 Chair, College of Education, represented AAC on the Academic Affairs Committee.

[Clay Torset](#), Secretary and Chair-Elect (2010-2011), College of Forestry, took minutes for eight meetings and Kerry Kincanon, Past Chair, took minutes for one meeting.

[Carey Hilbert](#), Health and Human Sciences, was elected at our June meeting to the position of Secretary-Elect (2011-2012) and Chair-elect (2012-2013) in accordance with our [Guidelines](#).

Action Items and Highlights of the year include:

- **Advisor privacy notes** - Given that MyDegrees offers the option for on-line notes by advisors, discussion occurred around privacy of notes and appropriate note taking. Advisors received clarification on suitable note-taking and approaches with electronic note-taking.
- **Baccalaureate Core review** - Advisors discussed our approach for the new mandate regarding first-year Skills course requirements.
- **Course withdrawals** - Carey Hilbert led a team of people through research regarding students who chronically withdraw from courses. A 12-page report of information was produced. This issue was left unresolved and was taken to a larger arena. It is my hope this issue will have some consensus and procedure resolution in the coming 2011-2012 year.
- **Accreditation** - Susie Brubaker-Cole and Chris Bell spoke to the group about the OSU accreditation process and potential advisor involvement.
- **Early Alert pilot** - Developing an early alert system was initiated by the University Council for Engagement and Experience co-chaired by Cary Green and Moira Dempsey. Early Alert is faced with the challenge of identifying students early in the term before the final grades are posted. Attendance in class appears to be the primary indicator for students facing academic difficulties. The challenge for the

university is how to identify these students in a timely manner without an undue burden on the teaching faculty and to encourage students to seek appropriate resources to aid in their academic success. Working in parallel with the Student Care Team, an online academic concern form for faculty was created. Teaching faculty can provide input as to class attendance, low test scores, or other assessment and then the Academic Care Team will, and does, follow-up with the student.

- **Student Support resources** - Dean of Student Life, Mamta Accapadi, presented new policies and procedures around university leave and withdrawal to provide clear communication to the student and be more in-line with the Higher Education Authorization Act. Another goal was to demystify the work of the Student Care Team to provide more transparency for the student. Involuntary withdrawal of students tends to be behavioral in nature when the student demonstrates a direct threat to themselves or others. The Student Welfare Team is involved in this process along with someone from the student's academic college when meeting with the student. Their objective is to consider the student's needs in a holistic nature.
- **Math hybrid course and placement clarification** - Bill Bogley from the mathematics department shared the plan for a pilot hybrid MTH 103/111 to be offered as an experiment with MTH 103 as a transition to MTH 111. This will begin in Fall 2011. The new hybrid offering will be up during the first week which will be a warm-up for 111, and then the students will take a placement test either to remain in 111 or move back to 103. The Registrar's Office will re-enroll students into 103. Placement decisions will occur at the end of week one and will be binding.
- **Chemistry placement issues** - Kevin Gable and Phil Watson from the chemistry department expressed the importance of advising for placement into chemistry and to assist in providing access for all students. Kevin reviewed placement guidelines for each of the chemistry sections (12X, 20X, and 22X). The department is reviewing policies for chemistry with the expectation that outcomes of success rates should be consistent for broad student success. Students shifting from one chemistry sequence to another have compounded access issues along with rapid enrollment growth on campus.
- **Higher Education Authorization Act** - Advisors discussed the impact of this act and how our print materials and websites may change. The group brainstormed information that should be reviewed and edited as needed. These include but are not limited to: course plans (degree flow charts or maps), four-year graduation degree plans, references to student progress in a program, access into courses or programs, advising guides, and degree maps.

Academic Regulations

- During the 2010-2011 academic year AR 20 was discussed over three meetings, with cautionary resolution (see below in votes section).
- AR 13 (Withdrawal from the University) and Degrees with Distinction were also discussed with comment to the Academic Regulations committee. (Appendices [A](#) & [C](#))
- Academic Regulations 22b, 23, and 25 were also discussed, without conflict.

Registrar-Specific Issues

- Kent Kuo reported that students who have applied for summer or fall graduation may participate in the commencement ceremony. There was no need to review or clear students for graduation for those terms in order for them to participate as those students will receive an empty diploma case. Graduates for Fall 2010, Winter 2011, as well as those who were expected to graduate Spring 2011, Summer and Fall 2011 could participate in the spring commencement ceremony.
- Kent Kuo provided an update regarding the request to move the registration priority order for Post-Baccs to after seniors. Provost & Executive Vice President Sabah Randhawa was supportive of the change after consultation with Faculty Senate Executive Committee and review of the issues and data. This change became effective for Fall term 2011 registration which occurred in spring.
- The programming changes necessary so that new students register after phase II closes is more difficult than expected so this may be available for Winter 2012 pre-registration activities.
- Kent Kuo reported that reviewing data on post-bacc academic progression determined that 40-45 degrees were awarded from the 200-500 who applied for admission. The matriculation numbers increased, but only 35% completed their degree program. Thus, 65% of the post-bacc population did not complete their program.

Votes

- AAC voted on AR 20 and Degrees with Distinction
 - AAC generally accepted the recommendations of the Academic Regulations Committee (ARC) but obtained clarification from the ARC about latitude for college and major GPA re-calculation using

the 3rd or greater repeat. ([Appendix B](#))

- Move post-baccs after seniors in the registration cycle
 - Mary Ann Matzke stated that the department does not have data on previous years, but many of the post-baccs are taking courses to get into professional schools and are not truly seeking a second degree. The group gave a vote of support for the Registrar's Office to move post-baccs after seniors in the registration cycle. The issue passed by majority, but not by unanimous, vote.
- Pre-Requisite procedures
 - Kent Kuo began the discussion which started a year ago with the concept of enforcing pre-requisites at the end of grade processing. This is not a change in policy but a procedural change of practice that would hopefully encourage students to repeat the failed pre-requisite course. The Registrar's Office will notify the student by email of their disenrollment. The student will be directed to discuss their situation with the department offering the course. This affects all three campuses but does not apply during summer terms. The earliest this would occur would be the end of Fall term 2011 with grade processing for Winter term 2012 enforcement of pre-requisites.

Informational Subjects: (Details on each in AAC Minutes)

- NACADA Award nominations
- Student Athlete performance
- Luminos and Cognos software initiatives
- International Degree and Education Abroad
- Childcare and family resources
- Non-Traditional Students
- Returning veteran issues
- Possible ONID forwarding
- BEST sessions
- University Housing and Dining
- U-Engage courses
- National Student Exchange

Conclusion

One disappointment was that we did not have a student representative at the table. It is my hope that next year we will have a student present at all AAC meetings. As we advocate for students in our policies, discussions, and decisions, the student voice and perspective is critical.

Overall, the 2010-2011 academic year was impressive; we were a cohesive and proactive group. Not only did we keep each other informed and up-to-date, we were action-oriented, voting on big issues and coming to resolution on policies and procedures that affect all aspects of academic advising.

Respectfully submitted,

Rebekah Lancelin
Academic Advising Council Chair 2010-2011
Academic Advisor, University Honors College

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