

- **Community Educator of the Year Award...**Rob Winningham was awarded the outstanding educator of the year award from the Monmouth-Independence Chamber of Commerce at the annual community awards banquet.
- **Changing majors...**Deans have been working with division chairs, academic advising and registrar on new change of major/minor/advisor form—a simplified, interactive web form. Student will meet with someone in the department/program, then turn in change form to division APA who will be able to assign the advisor via Banner and then scan and email the form to the Registrar's office to change the major. Assigning at division level is best for tracking advisor load.

Timeline:

- This week; Tina Palmer will be contacting APA's to provide training and a new streamlined Change of Major/Minor/Advisor form will be released (1 form regardless of the college).
  - Next 1-2 weeks: APA's will submit Request for Data Access forms to receive access for this role and the new process will be underway.
- **Concentrations on transcript...**Deans have been working with division chairs and the registrar to design a new taxonomy on the various nouns we use in the catalog to describe components of our degree programs: "tract" "concentration" "emphasis" "focus". Recognize some of these are employed solely for adding clarity to the advising process and in other cases, the academic unit faculty wish to have such areas noted on the transcript. Over the next several months the Registrar's Office will adjust curriculum in Banner and DegreeWorks to reflect the new structure and adjust current student records to reflect the change.
  - **Web-add to classes in first week--final update...**Deans, division chairs, and members of the academic advisory council have discussed when to turn off web access for enrollment into classes. This access will be extended through 11:59 PM on Thursday of the first week of the term—effective spring 2016.  
Safeguards:
    1. Specific courses will be able to be coded for written permission of faculty, only, (e.g., lab classes with safety training in first lab meeting, hybrid where course group project logistics are set during first class meeting, etc.). Faculty are to formally request such designation; and with division chair and dean approval, will be entered, by the Registrar's Office, into Banner schedule as by permission of faculty enrollment, only.
    2. Registrar will distribute via email, portal messages, and text on Wolf-Web a disclaimer notice about meeting with the faculty member and attending class sessions even if they have access to enroll via web.
    3. Faculty have authority to request a student be dropped from class if student did not attend.  
**Catalog, P. 11. "2.3 Students' responsibilities for registration: 2.34** Students who do not attend the first two sessions of a class may be administratively dropped from the class by the Registrar's Office upon request from the academic department. The student's permission is not required when dropped for this reason. The academic department will notify the student via email before

dropping him or her. Students are strongly advised to notify faculty of any situation that may prevent class attendance during the first week.” The Registrar’s Office will develop an online mechanism for instructor’s to make a no-show-drop request.

Taking attendance and sending in notice to Registrar would also help financial aid office in addressing “X” grade issue and adjustment of financial aid award.

- **Oregon Promise...**Will harm our enrollments. Must immediately engage in efforts that protect our entering freshman class.
  1. **Call admitted students** (Anne and I will be calling students from Southern California); Please contact Dave McDonald.
  2. **Current students** – their experiences dictate whether they give WOU positive or negative reviews. We need to demonstrate students are not just numbers at WOU via our mentoring actions.
  3. **180 unit degree completion** – we must begin work on this.
- **Summer Orientation and Registration (SOAR) events.** Admissions, academic advising, registrar and deans have been working on SOAR programming changes. We have eliminated pre-enrolled block schedules but will have seats reserved in many of the gen ed courses along with 4-yr paradigm information sheets available to orientation groups at SOAR. Departments will be provided with statistics regarding Fall 2015 freshman enrollment in their courses. Departments will use the statistics to determine the number of seats to reserve in their courses for Fall 2016. Further, we will be adding approximately 30 student registration assistants to the SOAR programs to help students enroll into courses. These students – along with informed faculty representatives – can make a very positive first impression and have the potential to reduce summer melt.

Several benefits of this approach:

1. producing blocks was very labor intensive and students typically adjusted their block schedules at SOAR;
2. with blocks committed, some departments could not change their fall schedules when change would have been desirable;
3. returning students will have some access to gen ed sections that in the past were totally closed for block scheduling;
4. student assistants will help "train" students how to use the Wolf Web to enroll in the future (many freshmen students did not know how). Unique enrollment needs, e.g., SEP, Latino scholars program and football will still be addressed.

Megan Habermann (Student Affairs) is assisting with recruiting student registration assistants. If departments have specific students they would like to recommend for becoming registration assistants-please forward their name/contact information to Amy Clark.

- **In advance of strategic planning launch** – applied baccalaureates, on-line completion options, degree completion in Salem, tailored 2+2 maps with feeder community colleges. Creativity needs to come from both the faculty and the administration. I look forward to supporting efforts to adapt our curricular portfolio to better position WOU in the competitive landscape and to repurpose existing fiscal and intellectual resources to accomplish this.

- **NWCCU report...**is accessible at Academic Affairs web site <http://www.wou.edu/provost/>  
Senators asked to keep April 11-13 as open as possible for meeting with accreditation team members.
- **Closing comment** – my appreciation to all involved in hosting Criminal Justice Day, last Wednesday, and Cesar Chavez Day, last Friday. Both were capacity crowds.