

Council on Enrollment and Student Progress 2022-2023 Academic Year Report

Reflections of the Chair and Executive Summary

The Conditions Under Which the Council Served

The 2022-2023 academic year was a busy year for the Council on Enrollment and Student Progress (hereafter CESP), due to the volume and depth of issues discussed. The continuation of having three sub-committees was helpful to address the multiple issues in a parallel and timely fashion.

The Work of the Council

We are proud of the work we have done on behalf of undergraduate, graduate, and professional students this year, and we will no doubt continue to strive to serve all our students at Ohio State through meaningful and balanced discussion of issues brought to the Council.

Below is a summary of CESP's activities and progress this academic year:

- **Subcommittee Restructuring**

CESP officially adopted the three sub-committee structure to handle the work of CESP. The three subcommittees are: Student Population, Student Success, and Student Progress. All members (voting and regular guests) were given the opportunity to select which subcommittee they would like to be apart of for the year. General descriptions are:

- Student Population Characteristics: Admissions, Enrollment, and Retention
Initiate reviews, collect data, and review proposals related to enrollment planning for undergraduate, graduate, and professional student enrollment; undergraduate student recruitment, competitive admissions, intra-university transfers, financial aid, and retention; and corresponding issues concerning graduate and professional students.
- Student Progress: Records and Administrative Procedures
Initiate reviews, collect data, and review proposals related to processes related to students' passage through the institution, including, but not limited to, the university calendar, student records, approval of transfer credit, and semester, summer term, or session-end validation procedures.
- Student Success: Academic Progress and Degree Completion
Initiate reviews, collect data, and review proposals related to processes by which undergraduate students enroll, register, and carry out other administrative functions related to the completion of their coursework and/or degree requirements.

- **Textbook Auto-adoption policy**

The Ohio Department of Higher Education created a policy that all universities and colleges should implement or improve their policy of auto-adopting textbooks in courses to help students with textbook costs. The Student Population subcommittee reviewed this during the year, and met with Registrar and Barnes & Nobles contacts. They were able to develop new guidelines to help improve the process. This will continue in 2023-2024.

- **Academic Calendar and Election Day off**

Several student groups submitted the request to have Election Day off for voting and other election service activities. The Student Success subcommittee reviewed this issue for several months. Two recommendations were made in May 2023. First, the university should, as a TRIAL, adjust the academic calendar so that Tuesday, November 5th, 2024, is a “classes closed, offices open” day, to accommodate broad access to voting. Second, a long-term plan to possibly make Election Day a permanent day off will continue to be discussed in 2023-2024.

- **Priority Registration**

CESP voted to make permanent the priority registration status to students serving as University Ambassadors. This change was requested to increase program recruitment and to give ambassadors flexibility in scheduling to accommodate high-demand tour dates that conflict with students’ course schedules. CESP also reviewed the full list of groups with priority registration and will continue this work in 2023-2024.

- **Testing Your Faith Act**

The State of Ohio HB353 “Testing your Faith Act” was reviewed by CESP in Spring 2023. HB353 is in effect in the state of Ohio, and allows any student to request off up to 3 days each semester for reasons of religious activities. CESP made several recommendations, including language to add to all OSU syllabi, and that the Provost’s office needs to create a website and identify a contact office to handle questions and grievances, as stipulated in the law. This work will continue in 2023-2024, with hopes to get a policy finished by Spring 2024.

Sample Language: **In compliance with Ohio House Bill 353, called the “Testing Your Faith” Act, all students are permitted to take a holiday for reasons of faith or religious or spiritual belief system for up to three days each academic semester without any academic penalty. Students will be provided with alternative accommodations if both of the following apply: (a) The student's sincerely held religious belief or practice severely affects the student's ability to take an examination or meet an academic requirement. (b) Not later than fourteen calendar days after the first day of instruction in a particular course, the student provides the instructor with written notice of the specific dates for which the student requests alternative accommodations. The instructor shall accept without question the sincerity of a student's religious or spiritual belief system and work with the student on appropriate alternative accommodations to complete any assignments missed. For more information about this policy, please go to this website, XXXX, which**

includes a non-exhaustive list of religious holidays and contact information of personnel able to handle questions on the policy.

- **Grade Submission Policy**

CESP was asked to review the current policy (**3335-8-22 Report of marks**) on how to handle the situation when an instructor does not submit grades by the university deadline and is unreachable or unable to submit grades. CESP’s recommendation was to have each Department/Unit develop a policy and place it in their POA document.

- Sample language: **If an instructor of record is unable to assign grades due to an unexpected situation, or if they have not submitted grades before the deadline and are unreachable and nonresponsive to all available routes of communication, then the TIU head may determine an appropriate course of action, including assigning a faculty member to evaluate student materials and assign grades for that class. The university registrar will be made aware of this issue as soon as it is known and will be provided a timeline for grade submission.**

Notable Recognitions

The chair would like to thank the CESP membership for their dedication to the council and its work this year.

- Special recognition must also go to our student representatives from USG, IPC, and CGS. This year has been dedicated to improving the experiences of students of all ranks, and our student members have been a dynamic and integral part of our work in 2022-2023.
- I would also like to formally thank our administrative assistant, Eddie Bowles, for his tireless efforts to keep CESP running smoothly.
- I would like to thank the subcommittee chairs for their excellent work in leading the different issues from first discussions to final recommendation.

Committee Structure and Membership

As stipulated in the Committee Bylaws, the committee is composed of members representing various stakeholders. Some members are appointed by the provost and the Dean of the Graduate School. The reoccurring guests have been especially helpful and important in understanding many of the issues brought to CESP. Below is a complete table of the remaining designees to the committee by source and term limit:

LNAME	FNAME	Affiliation	Subcommittee
Ruegsegger	Mark (Chair)	Fac Council	CESP chair

Marzette		Russell	Presidential	Student Population - Chair
Coutellier		Laurence	Fac Council	Student Population
Roxey		Ella	USG	Student Population
San Pedro		Timothy	Presidential	Student Population
Stebenne		David	Fac Council	Student Population
Zachariadou		Christina	CGS	Student Population
Goddard		Yvonne	Fac Council	Student Progress - Chair
Droesch		Kynthia	USAC	Student Progress
Stromberger		Mary	Provost office	Student Progress
Jones		Marian Moser	Fac Council	Student Progress
LeRoux		Olivia	IPC	Student Progress
McAlpine		Bobby	USG	Student Progress
Dugdale		Tom	Fac Council	Student Success
Gilbert		Charlene	Provost office	Student Success
McCutcheon		Samar	Fac Council	Student Success
McNamara		Emma	CGS	Student Success
Schintler		Heath	IPC	Student success
Thompson		Daniel	Presidential	Student Success - Chair

Reoccurring guests:

Sheila Craft-Morgan, Office of Institutional Research and Planning, OAA)
Linda Katunich, Analysis and Reporting, Strategic Enrollment Management
Dan DeMay, Analysis and Reporting
Matt Page, Graduate School
Strategic Enrollment Management
James Orr, Vice Provost
Amy Wheeler, Office of Student Financial Aid
Beth Wisner, Admissions
Rachel Foltz Nash, Graduate/Professional Admissions
Transition and Academic Growth (TAG)
David Graham, AVP
Kia McKinnie, Academic Success Programs
Amy Treboni, Academic Advising
Office of Undergraduate Education
Norman Jones, VP and Dean
Meg Daly, AVP
Adrienne Bricker, University Registrar, OSAS
Committee Leadership

Mark Ruegsegger, Clinical Professor of Biomedical Engineering, was elected as Chair for the 2022-2023 academic year. Yvonne Goddard, Associate Professor of Education Studies, was voted in May 2023 to serve as Chair of CESP for the 2023-2024 year.

Committee Schedule and Format

The monthly meetings were held virtually, due to the size of the committee, and also because the meetings were held in one of two formats: full committee or breakout rooms. In certain meetings, breakout rooms were used to allow the three subcommittees time to work on the specific issues given to their subcommittees.

September 2022 – Introductions, selection of subcommittees

October 2022 - Full committee meeting, various issues placed in sub-committees

November 2022 – Full committee meeting; two issues introduced on transcripts and audits

December 2022 - Full committee meeting; subcommittee updates; Auto-adoption policy introduced.

January 2023 - Full committee meeting; Extra reading day and priority registration discussed.

February 2023 – Subcommittee break out rooms

March 2023 - Full committee meeting; updates and discussions

April 2023 – Subcommittee breakout rooms

May 2023 – Full committee meeting; updates and recommendations

