

MISSOURI SOUTHERN STATE UNIVERSITY

Division of Student Affairs Board of Governors' Report November 18, 2016

Updates

- **Priority Registration for Spring 2017**
Priority Registration is underway for Spring 2017. Current students have been able to enroll based on grade level over the last few weeks. Open Enrollment for new students begins November 21st. There is a Southern Welcome scheduled for Tuesday, November 22.
- **Graduation Expo** - The Registrar's Office coordinated the Graduation Expo for December 2016 graduates. The event consisted of support from six University departments, 3 graduation vendors, cap and gown distribution and prize drawings. The event was held Nov 2nd and had 127 attendees.
- **Diversity Forum** - A Diversity Forum was held November 10th in the Criminal Justice Building. Area police chiefs and sheriffs attended the 'town hall' type forum to discuss how to safely act during traffic stops, contacts, etc. This was also designed for our students to ask questions or to comment on their potential interaction with local officers.
- **Reverse Transfer Degrees** – To highlight the collaboration between MSSU and our community college partners, with our assistance, 27 MSSU students have received a reverse transfer associate's degree since 2014.
- Advising sponsored the Majors/Minors Fair October 26th

Registrar

- 4 staff attended the annual Missouri Association of Collegiate Registrars and Admissions Officers (MACRAO) conference at Lake of the Ozarks and gave 2 presentations. Cheryl Dobson and Jennifer Thorpe (from Columbia College) presented *Fraud in the Workplace*; April Martin, Denise Brown and Stephanie Workman presented *How Do You Make a Peanut butter & Jelly Sandwich – How MSSU used Personally Assessment (Motive Matters Color Code) to improve office and campus communication and interaction*; Ms. Dobson also participated in *First Timers Session* with her colleague from Lincoln University, Liz Morrow.
- 4 Curriculum, Advising and Program Planning (CAPP) training sessions were offered
- 2 Family Educational Rights and Privacy Act (FERPA) training sessions were offered
- Final Graduation numbers for May and July:
 - May: 648 degrees awarded for 528 students
 - July: 148 degrees awarded for 139 students
- The Registrar's Office is sending out a monthly newsletter *Registrar Tips & Tricks*
- 1,754 transcripts have been reviewed by the Registrar's Office from June through September.

Student Success Center

- Student Disability Services has proctored 93 tests so far this semester
- Conducted approximately 587 tutoring sessions so far this semester
- Assisted with 573 athletic study session visits
- Have been assisting Alpha Sigma Alpha Sorority with tutoring/study time

- Currently changing the format of UE 150 (College Academic Skills) from a full-semester course to an eight-week class (most likely to begin Fall 2017)

Advising, Counseling, and Testing

- 505 total Lion Alerts
- Advising Services - 457 appointments
- Counseling Services - 57 clients (31 new clients) for 94 sessions
- Testing Services (revenue for month \$1,962)
- 125 Distance Learning exams: 181 iBT/CBT exams)

Upward Bound

- Reviewing the re-write of our new Upward Bound Grant which will be submitted before Thanksgiving Break
- Getting close to finalizing our new grant for an Upward Bound Math and Science Program that will be submitted after the first of the year

UPD

- During November, there will be a test of the "emergency plan" for MSSU. This will be a test of communications used during an emergency (Big Voice, Rave, emails, etc). Final touches are being made to the plan and a time and date will be announced soon.
- UPD officers investigated 25 cases in October

FYE

- First- Year Experience
 - 80 family members attended Family Weekend tailgate October 8th
 - *The Last Enchantments* writing contest deadline was November 4th. Sigma Tau Delta will judge the submissions with the top 4 winners to be invited to lunch with the author, Charles Finch, on November 16th
- UE 100 Classes
 - Students were trained in Title IX
 - Students attended a diversity pod and ALICE training/Green Dot pod
 - Students have been assigned the assessments that meet the University's drug and alcohol education requirements.
 - UE 100 instructors and course assistants are reaching out to their at-risk students

Career Services

- Career/Personality 'Do What You Are' assessment year-to-date: 348 individual assessments (18% increase from last year)
- Hire-A-Lion unduplicated student logins year to date: 3,289 (4% increase); total unduplicated jobs posted year to date: 970 (9% increase)
- Job shadowing scheduled year to date: 28 (71% increase)
- Individual account logins for Optimal Resume year to date: 1,021 (14% increase)
- Total students and alumni assisted year to date: 396 (44% increase); new monthly record high set in October – 173 assisted (previous record was 145 in November 2014)
- Networking 101 had 40 community volunteers (14% increase) and 57 students in attendance (32% increase)
- October Leadership Luncheon featured Ryan Melton from Freeman Health Systems; student attendance was 36 (89% increase)