

Meeting Minutes: June 1998

Present: Debra Basarich, Bill Beyer, Don Chamberlain, Valerie Meyer DeJong, Gail Fraser, Mike Galegher, Bill Ganzlin, Caroline Gilbert, Mary Koskan, Kelly Pearson, Steven Pearthree, Terry Petek, Lonna Riedinger, Jim Rowan, Jan Schlueter, Karen Starry, Judy Swanson, Valerie Tvrdik, Sue Van Voorhis, Sue Hunter Weir, Amy Winkel

May 4, 1998 minutes approved.

Major/minor in 2nd college – A standard form that was developed by a previous group was distributed. The group did not make any further recommendation as they found the issue too big to handle. CLA would like to control the coding for all students. Sue Hunter Weir will talk to her staff to see what issues may be of concern. This agenda item was moved to the July meeting.

CLE – Colleges should hold an appropriate number of fall CLE brochures for new students. The study group will continue to work on issues and will provide recommendations at the July meeting. Check out the LibEd web page and send Mary Koskan suggestions for improvement. The URL address is: <http://www1.umn.edu/tc/students/registrar/libed/index.html>

Course Subsystem Implementation – Sue Van Voorhis gave a presentation summary on what has been done to date.

Timeline:

5/1/98 System test begins

7/1/98 Enterprise testing begins

9/98 End user training

10/11/98 Semester Web data conversion

10/15/98 Go live!

Later Additional features

Advising work plan – A work plan document was distributed by Valerie Meyer De Jong. A concern was raised that many advisers are not able to participate with the team. Sessions will be scheduled in the future in which information panels will be displayed and participants can respond. The Advising Team is not developing a product. They are identifying pieces of information and listing where they are located in the new system. Advisers can then fit this into their own process. A portfolio demo has been developed for advisers and you can view it at the following web address: <http://www.umn.edu/tc/portf>

Uniform cancel/add dates – RAC members agreed to recommend the following uniform cancel/add requirements for fall semester, 1999 to the Student 2000 Policy Group. (These dates were reported incorrectly in the e-mail minutes. Below are the corrected ones.)

Week of Class Required to Cancel

Required to Add

Week 1 No approval required

No approval required

Week 2	No approval required	Instructor approval
Week 3 to 8	No approval required	Instructor and CSC
Week 9 - End	College Scholastic Committee	Instructor and CSC

The following transcript record of cancelled courses policy was supported by all units: Cancellation of any course after the second week of the semester will result in a W on the academic record.

Students who continue taking courses after graduation – In PeopleSoft, when a student graduates the record is closed. A question was posed to RAC: Do you want students to be able to continue to register for classes after they have graduated or do you want them to reapply? After a brief discussion supporting both procedures, a decision was made to place this topic on the agenda for the July meeting.