

## **Meeting Minutes: June 7, 1999**

Present: Barb Anderson, Debra Basarich, Larry Bjorklund, Reed Carpenter, Chuck Dahl, Anne Daly, Shelly Diers, Carol Francis, Gail Fraser, Mike Galegher, Bill Ganzlin, Christine Mack Gordon, Paul Hartman, Susan Hunter Weir, Susan Kallsen, Karl Lorenz, Karey Lyon, Debbie Nelson, Earl Nolting, Cindy Pavlowski, Steve Pearthree, Jude Poseley, Jan Reifsteck, Lonna Riedinger, Kathye Rosel, Alice Ross, Pat Roth, Cindy Salyers, Jan Schlueter, Paula Swanson, Sue Van Voorhis, Amy Winkel

Correction to Minutes of May meeting. The minutes implied that a new student becomes a U of MN student after the end of the second week of class. A student becomes a student for U of MN purposes at the time they first registrar.

### **Announcements:**

Late Enrollment fees

Note: Late enrollment fees have changed since the publication of the Fall 1999 Class Schedule. To avoid late enrollment fees you must complete an initial registration prior to the first day of school.

The fees for any late initial enrollment are as follows:

\$40 for any late initial enrollment that takes place during the first two weeks of the semester (For Fall 99, September 7-20)

\$80 for any late initial enrollment that takes place after the first two weeks of the semester (For Fall 99, September 21 or later)

In addition, there is a \$10 per course late enrollment fee for canceling a course or section during the first week of the semester (September 7-13) and a \$10 per course late enrollment fee for adding a course or section after the first week of the semester (September 14 or later).

**7.5 Upgrade** - The upgrade to PeopleSoft version 7.5 is scheduled for July 16. PSoft will be down for a week for the cut-over. The new version is being customized for our needs. We do expect some glitches.

**Performance Issues** - The new system is still unacceptably slow. Representatives from PeopleSoft, Oracle (db), and Sun (workstations) are looking at the problem.

**Meeting schedule** - The schedule for next year was distributed via email. RAC will continue to meet on the first Monday of the month; the meeting will be on the following Monday should the first be a holiday or during the first week of the semester. Meetings will continue this summer. All meetings are scheduled for 10-11:30 in Nolte Library.

**Majors and minors in PSoft** - PSoft does not allow two concurrent degree programs. Neither our old system or our new can easily handle the complexity of allowing students to work toward two majors in the same college, two majors in different colleges, and two different degrees. However, we may be able to use PSoft's table structure to provide a workaround. This item will

be addressed again.

**Readmit process** - University policy states that students who have been gone two consecutive semesters (excluding summer) without having been granted a leave of absence must be readmitted. Both the college office and the admissions office need to be involved in this process. (College office for academic progress issues, admissions office for possible residency and credit transfer changes) A subcommittee of Barb Anderson, Kathye Rosel, Lonna Riedinger and Cindy Salyers was appointed to draft procedures and forms.

**PeopleSoft change of college** – If students change college after enrollment, PSoft will keep the courses of registration intact and redo the study list/tuition.

**PeopleSoft change of course** – Major changes to a course, such as credits or day taught, will result in the original course being discontinued and a new one constituted. Students in the original course will need to be manually un-enrolled and re-enrolled in the new section. Magic numbers and overrides given out for the first class will not be usable for the revised one.

Carlson School of Management has delayed open registration until Aug 23 because of this course change problem. The time is being used to adjust the schedules of already enrolled students.

**Service indicators** - There is not a one-to-one match between hold screen access on the old system and service indicator access on the new system. All offices will need to check for appropriate access of their employees. To set up appropriate access and training, contact Peg Johnson (6-7498, p-john@tc.umn.edu).

**Reporting** - A new data warehouse is taking shape. The goal is to have a simple yet powerful web based system for casual users while maintaining a more sophisticated system for advanced users. The web system is available for University employees via x.500 authentication. Check it out at: [www.umreports.umn.edu](http://www.umreports.umn.edu).

Reed Carpenter (r-carp@umn.edu) and Shelly Diers (diers005@umn.edu) distributed a list of student data reports now at the data warehouse. Reed and Shelly will be working with colleges to meet reporting needs. They welcome comments now, while they set up a stix reporting file and map old data elements to PSoft data.