

RAC

June 2, 2003

101 Walter Library

Attendance: Gary Andersen, Kristeen Anderson, JoAnn Ash, Jane Birkholz, Trish Blomquist, Sheryl Bolstad, Jackie Carlson, Char Clarquist, Carolee Cohen, Tina Falkner, Carol Francis, Teresa Fruen, Mike Galegher, Laurie Gardner, Kit Gordon, Stacey Grimes, Carol Gross, Lucy Hartell, Emily Holt, Barbara Jensen, Denis Kane, Jennifer Koontz, Mary Koskan, Dave Krueger, Dene Kuykendall, Andrew LaChapelle, Rick Marsden, Jacquie Morton, Linda Norcross, Jan O'Brien, Cindy Pavlowski, Jan Reifsteck, Lonna Riedinger, Vickie Roberts, Genny Rosing, Alice Ross, Cindy Salyers, Ben Sharpe, Lisa Shefchik, Pat Sherman, Clare Strand, Paula Swanson, Susan Van Voorhis, Etty DeVeaux Westergaard, Amy Winkel, Kris Wright

Announcements:

Vickie Roberts announced that the application for Undergraduate Change of College and the application for second Undergraduate degree have been redone and will be going to print soon. They will be sent to the RAC group for review and corrections.

Sue Van Voorhis announced that petition forms used when a student drops a course after the deadline is missing a step pertaining to student athletes. We will need to look at the form to see if it is meeting the needs for student athletes and international students.

Sue also mentioned that there will be no RAC meeting in July.

Mike Galegher announced that the School of Nursing has a position opening for undergraduate enrollment.

Jan Reifsteck announced that the College of Ecology and Human Development have an undergraduate adviser position opening that will be posted this week. Jan also asked if the petition forms and application for admission forms will be online. The answer was no.

Review of May minutes:

There were no corrections to the May minutes.

Leave of Absence Policy:

Vickie Roberts announced that the Leave of Absence (LOA) Policy applies to undergraduates only and that it will be implemented for Fall 2003, but there will be a grace period for Spring 2004. The Readmit form needs to be updated.

Genny Rosing inquired about the status of graduates who enrolled in classes and subsequently cancelled. In this event, the student would still be considered active and not be deactivated. The process of checking for lack of enrollment will be run between the eighth and ninth week of the term. This will fall between admission revocation and term activation for the next term.

Vickie will send out detailed LOA and discontinue process information. Final dates for this process will be available at the August RAC meeting.

Teresa Fruen asked if CCE non-degree students would be included in the LOA process. Vickie stated that we would need to look at this issue this term and make a decision about whether or not to include CCE non-degree students in the normal LOA process.

Degree Clearance:

Sue Van Voorhis announced that in order to be in compliance with SEVIS, we have to report graduation of international students within 30 days of the end of the semester. Sue suggested that the degree clearance process be examined and this fall a committee be assembled to get an automated system available to help speed up the process for degree clearances. Please let Sue know if you are interested in participating in a work group to look at the degree clearing process.

119 Credits for Graduation:

The question of how long 119.xxx credits for graduation was raised during the May RAC meeting. Tina Falkner did some research and informed the group that Laura Koch stated that during semester conversion a hard-and-fast deadline was not set. Laura thought that allowing 119.xxx credits for graduation through fall 2006 seemed reasonable, but that the colleges could make exceptions after this date if needed.

Also, Sue Van Voorhis noted that some students have been allowed to graduate with less than 119.xxx credits and we will need some documentation as to why.

Fee for Readmit?:

As a follow up discussion from the May RAC meeting, the issue was raised regarding the fact that many students apply for readmission and do not continue. Many feel that assessing a fee will encourage students to be more serious about readmission.

Laurie Gardner, Lonna Riedinger and Linda Norcross volunteered to look into this issue. A representative from both CSAA and OSF will also be sought for the committee. Sue Van Voorhis suggested that a subcommittee be formed so that the matter can be presented to CSAA.

Web Grades Feedback:

Kristeen Anderson reported that entering grades onto the Web went really well. Most of the feedback that was received was regarding how easy it was to use the system. The student records training team received very few calls. By the late date 91% of the grades were entered. Jackie

Carlson of Duluth noted that web grading was also easy on her campus but that Macs were the biggest problem.

The question was posed about allowing instructors access to vary the credit for directed study courses. Not possible now, but we will look into it.

PeopleSoft update:

Kristeen Anderson reported that the web team is putting in a fix to help the Mac problems next weekend. Web class fixes are going in. Freshman full year registration should be resolved, IDL fixed problems with text not showing up correctly which should be going in today. The SWAP pilot for the Twin Cities campus is going well.

Student Finance:

Kris Wright reported that financial aid is awarded up to the cost of attendance. There will be \$1.3 million in work study and state child care funds this fall. Grants come from tuition and the Foundation. Students need to be sure to let the One Stop counselors know about private sources of funding for education. Kris will follow-up with more information at the August meeting.

***Kris Wright gave a power point presentation on Student Finance (also sent with this month's minutes). The presentation provides background information on financial aid at the University of Minnesota and high tuition/high aid proposals that have been advanced by the Minnesota Private College Council to change the way higher education is funded in Minnesota. The presentation outlines:

- . **Financial Aid Resources**
- . **Who Pays What**
- . **State Aid Changes**
- . **Withdrawals**
- . **SAP**
- . **Other Exceptions**
- . **Student Receivables**