

End of Term Processing

Registrar's Advisory Committee

December 4, 2017



End of Term Processes

- Grading
- Bracketing
- Degree Clearance
- Diplomas

Grading

- Last day of instruction: **December 13**
- Last day of finals: **December 21**
- Final grades due: **December 28**
- NR grades post after the grading deadline

Faculty Grading

- All coursework, projects, papers, tests, etc. should be completed for the course by the last day of the term
- Policy: “grades due 3 business days after the last final exam period”
- Grade change required after NRs posted
- Grading resources available at <http://asr.umn.edu/training-and-support/grading-resources>

Bracketing

- Begin running the day after grades are due: **December 29**
- Continue running up until the start of the term
- Email otr@umn.edu if you need anything bracketed that seems like it has been missed

Degree Clearance (UGRD)

- Confer date: **December 21**
- Fall 2017 clearances due **January 18**
- Degrees will be posted by OTR by **January 23**

Diplomas (UGRD)

- Diploma order reports generated starting **January 24**
- Degrees posted after that are considered backdates and appear on a weekly report
- FedEx option (particularly for international students)

Degree Clearance/Diplomas (GRAD)

- Confer date: **December 29**
- Degrees will be posted by OTR by **January 18**
- Diploma order reports generated starting **January 19**
- FedEx option

Degree Name/Diploma Address

- OTR will be sending an email to all students to confirm degree name and diploma address
 - Primary name will display if no degree name on record
 - Home address will display if no diploma address on record
 - Link to instructions on how to update degree name and diploma address
- Email will be sent this week

Questions?

Friendly reminder:

Always email otr@umn.edu for any
student records inquiries



EDMR Updates

Registrar's Advisory Committee
December 4, 2017



EDMR Overview

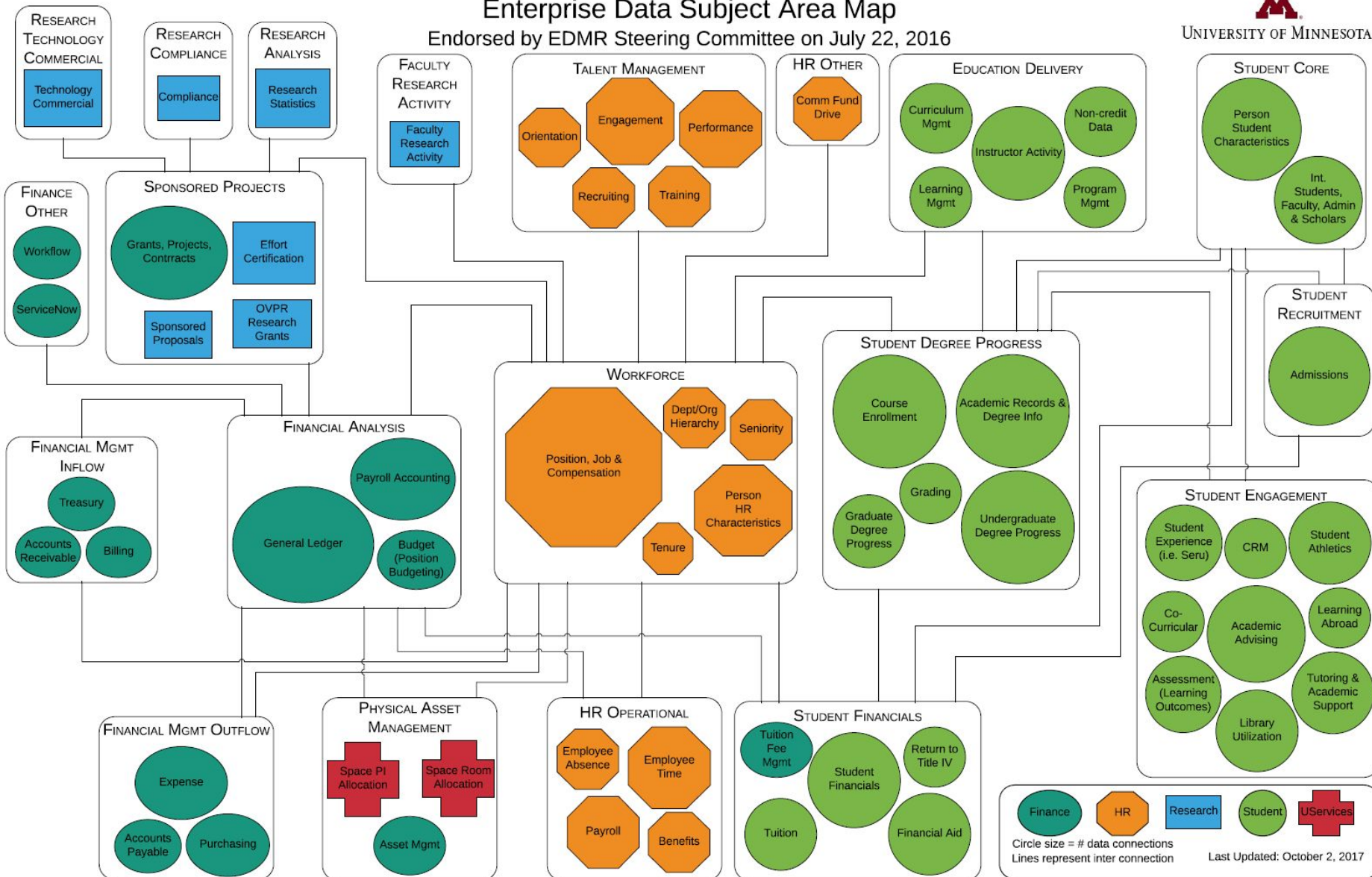
- Facilitate available, understandable, and useful data practices
- Engage the data community to work across organizational boundaries to meet institutional data and reporting needs
- Prepare the data community for changing enterprise data and tools
- Increase adoption and effective use of new capabilities by the data community

- **Student**
- Finance
- Human Resources
- Research
- UServices

- OIT
- Collegiate
- Duluth/System
- General Counsel

Enterprise Data Subject Area Map

Endorsed by EDMR Steering Committee on July 22, 2016

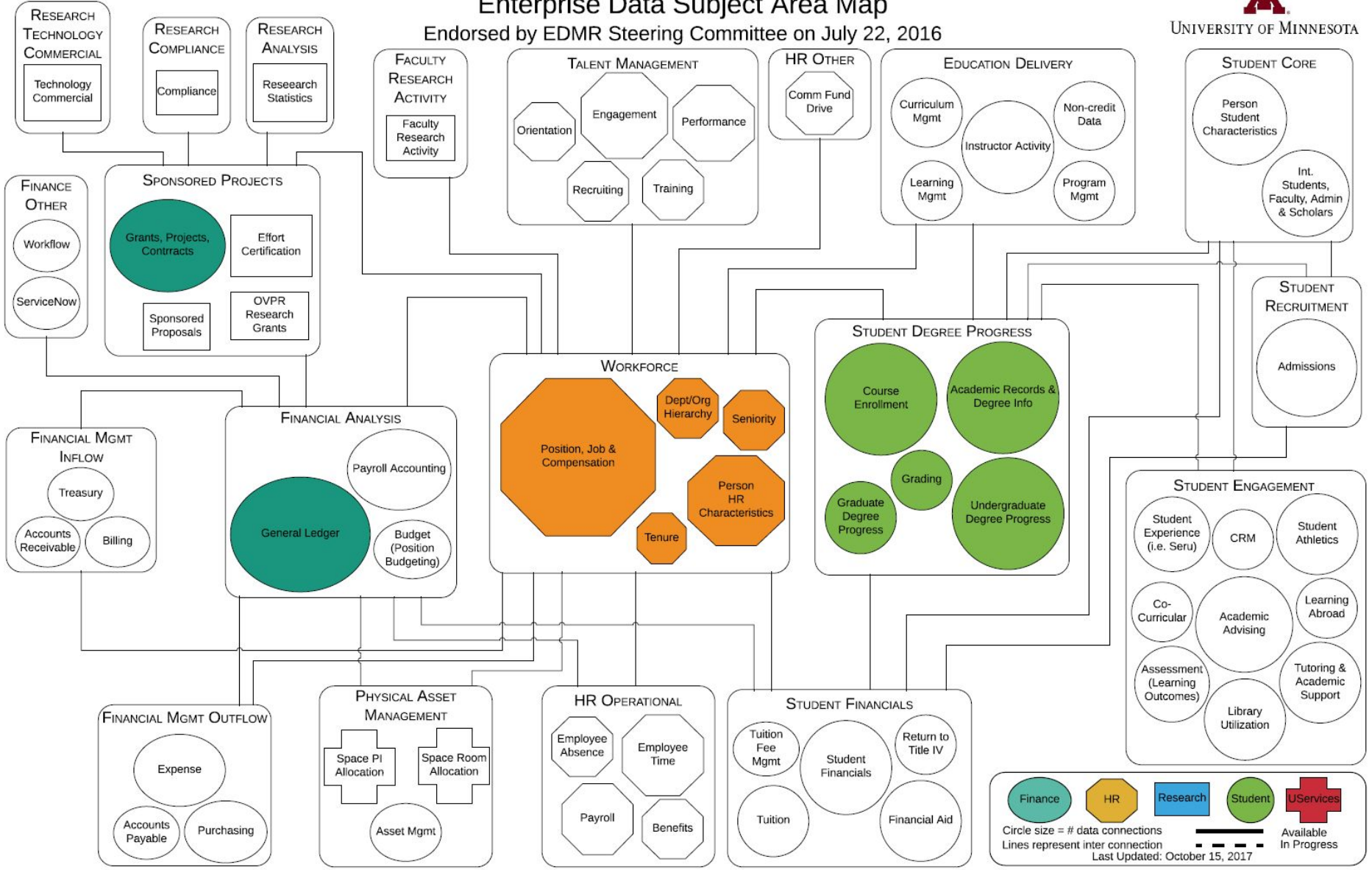


Enterprise Data Management and Reporting (EDMR)



Enterprise Data Subject Area Map

Endorsed by EDMR Steering Committee on July 22, 2016



Enterprise Data Management and Reporting (EDMR)

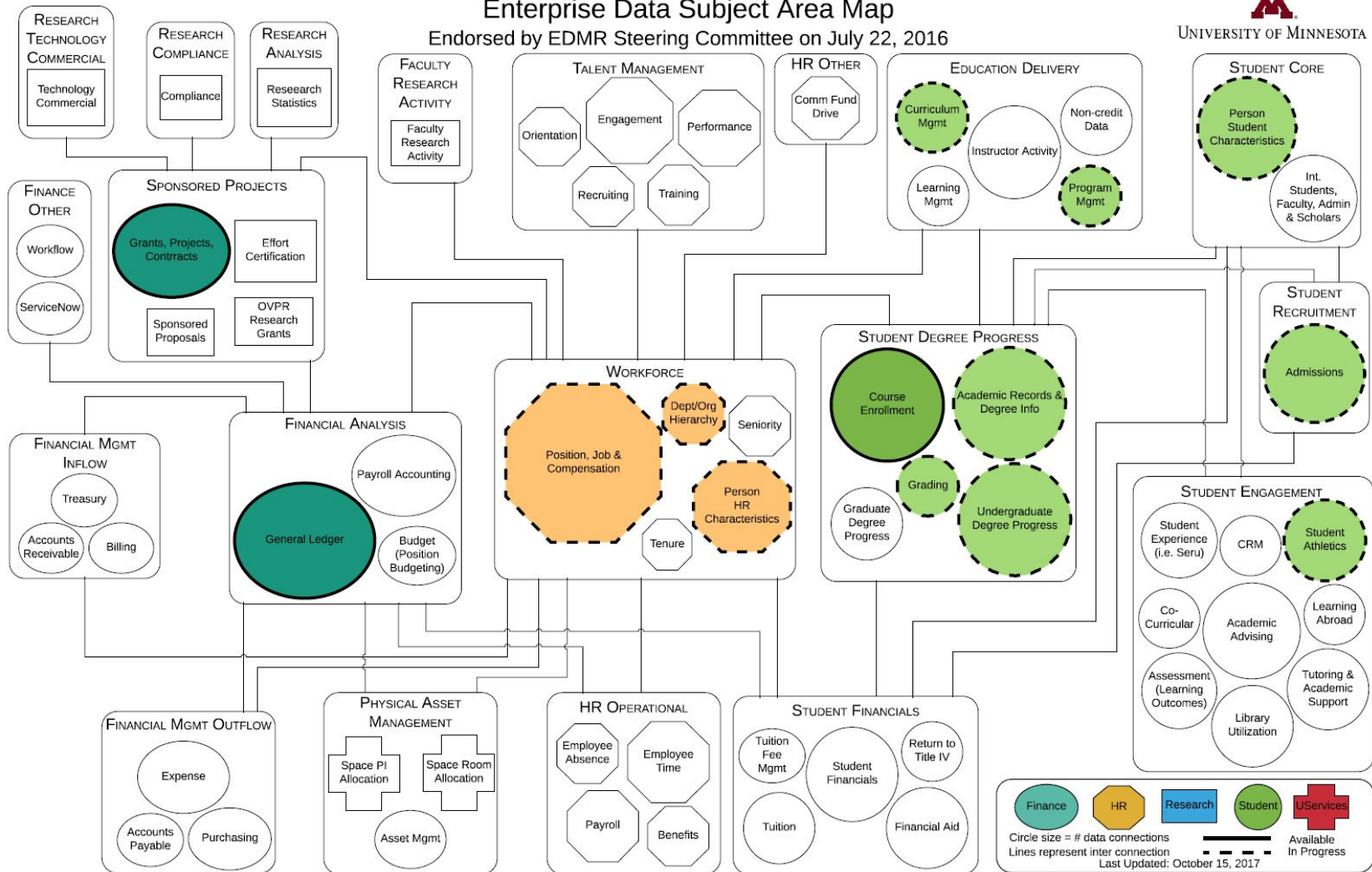
Implications for Current Development

Enterprise Data Subject Area Map

Endorsed by EDMR Steering Committee on July 22, 2016



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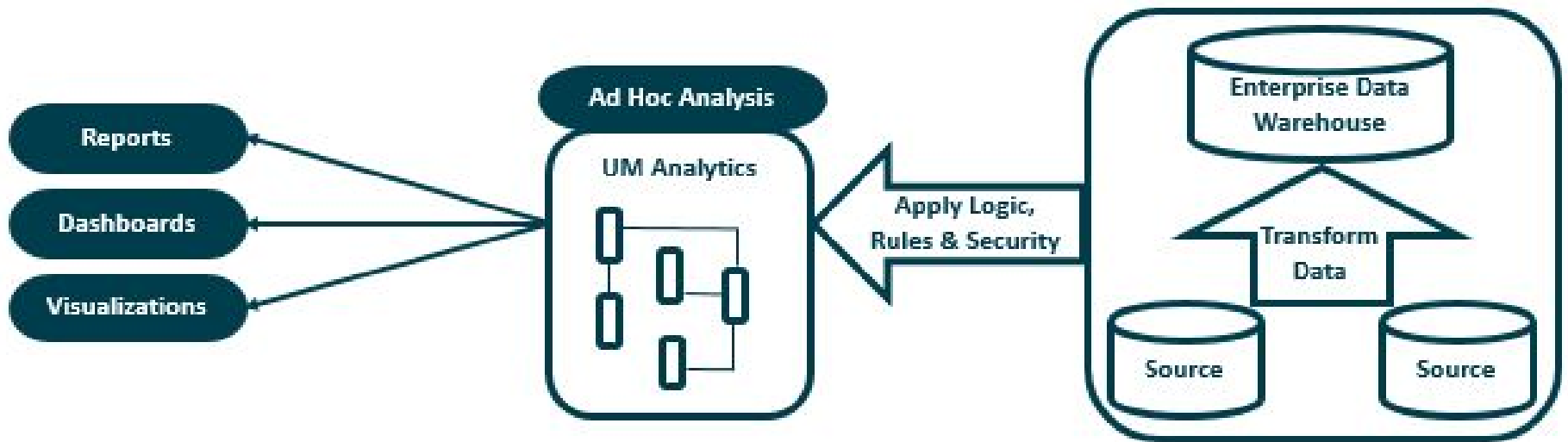
Enterprise Data Management and Reporting (EDMR)



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Driven to DiscoverSM

Enterprise Data Warehouse & UM Analytics



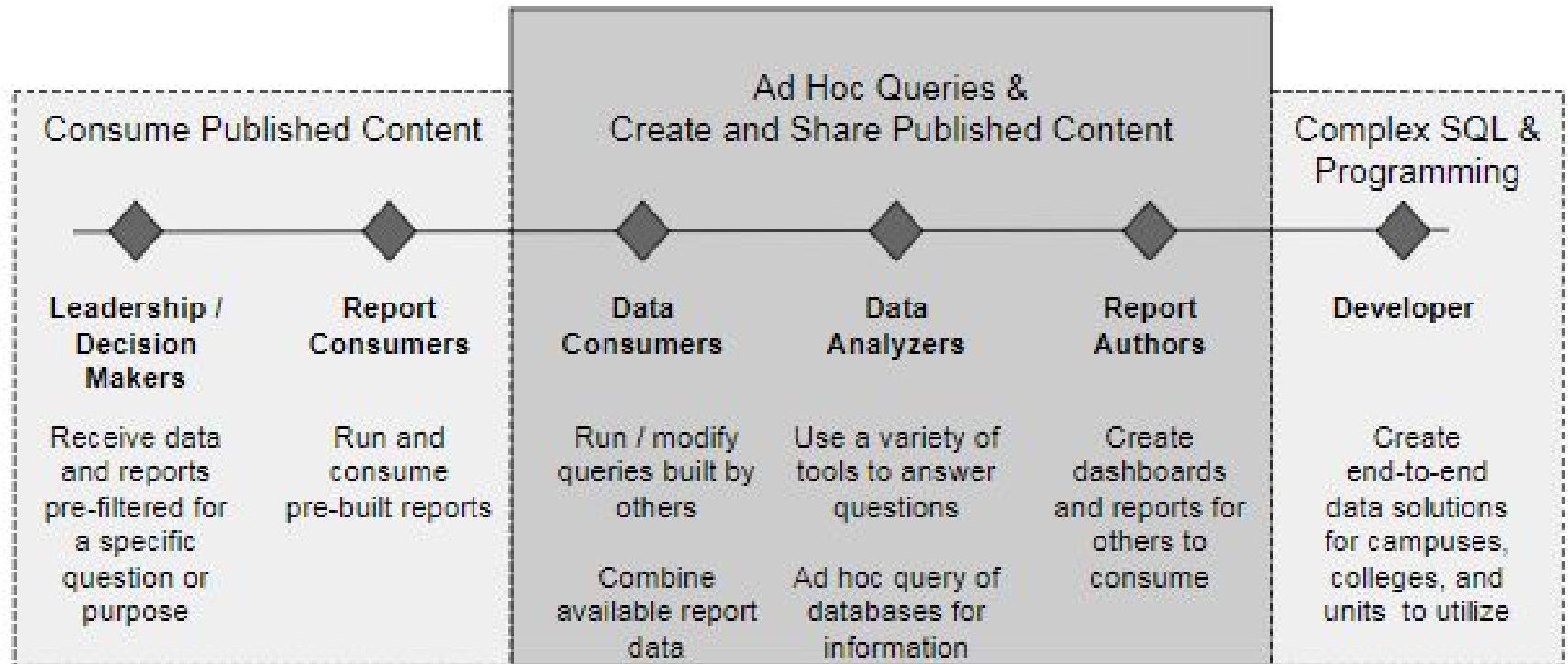
Enterprise Data Management and Reporting (EDMR)



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Driven to DiscoverSM

Data User Continuum



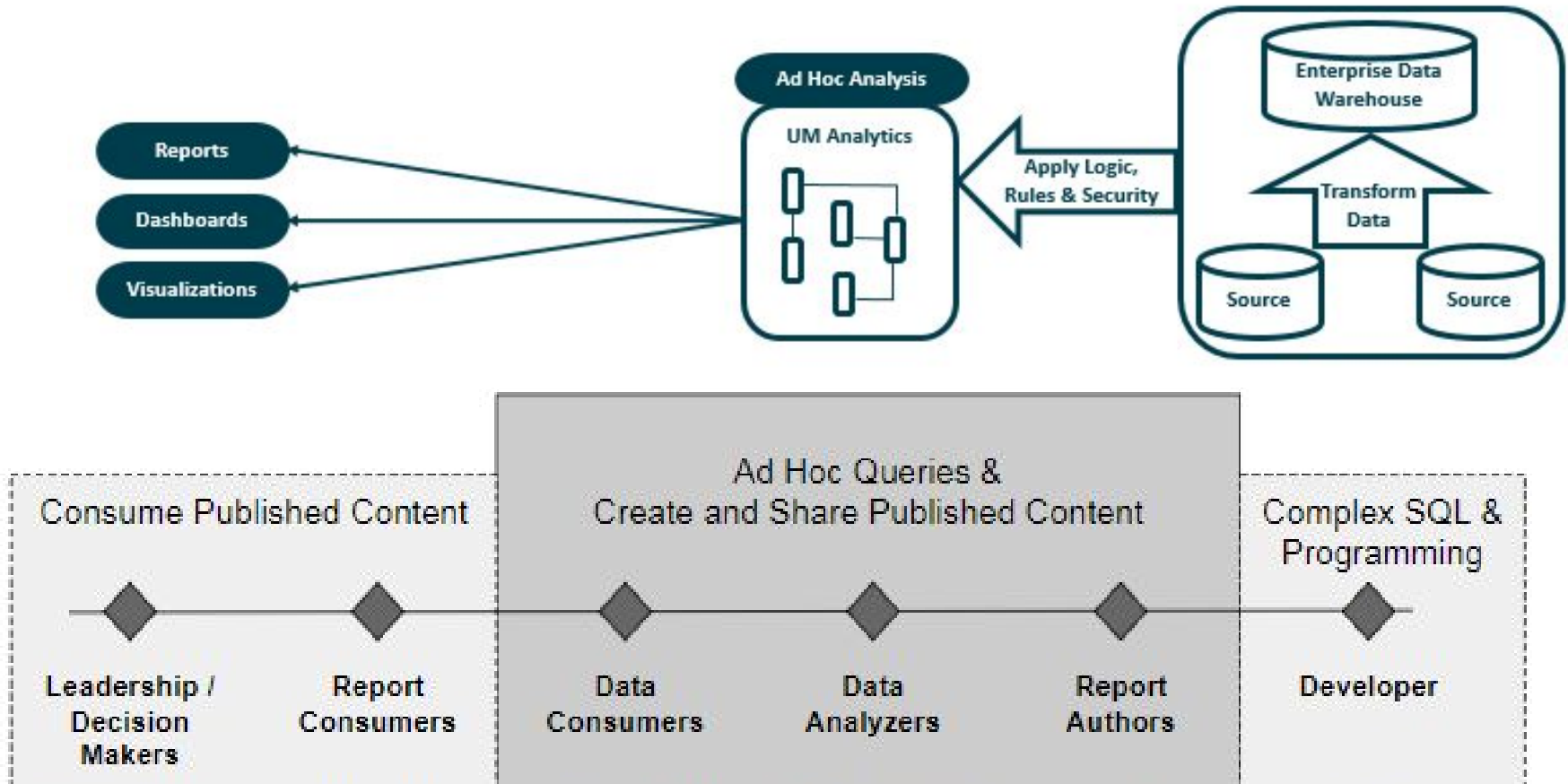
Enterprise Data Management and Reporting (EDMR)



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Driven to DiscoverSM

Data Users & Architecture



Enterprise Data Management and Reporting (EDMR)



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Driven to DiscoverSM

Questions

Adrienne Bricker

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PeopleSoft 9.2 project Gender Identity, Pronouns, & Preferred name

Julie Selander
Stacey Tidball

Project next steps

- Consulting with stakeholders: ongoing
 - ◆ All campuses
 - ◆ Focus on changes for students but also consulting with HR
- Submit technical design: mid-December
- Finalize field values and do technical work: December 2017 - June 2018
- Communications & change management: December 2017 - June 2018
- Launch: June 2018

Gender identity field options

- Option 1: open text box
- Option 2: List of options including an open text box

- Man / woman
- Transgender man / woman
- Non-binary or non-conforming
- Two spirit
- Other: _____

Pronoun field options

- stakeholder feedback that open text box is important

- She/Her/Hers
- He/Him/His
- They/Them/Their
- Ze/Zir/Zirs
- None (Name only)
- Other: _____

Policy Discussion

RAC

December 2017



Degrees with Distinction

- Policy change requested by Honors Program; approved by faculty governance.
- Will be posted for 30-day review
- Planning on spring 2019 effective date

Grading & transcripts

- Continuing discussions on incomplete timeline
- Faculty interest in editing language that describes letter grades
 - e.g. “Represents achievement that is outstanding relative to the level necessary to meet course requirements”
- Enhance & move registration provisions -- registration required for attendance
- Moving some language / removing duplicative language
 - e.g., grading deadline is in this policy and teaching & learning policy

Policy compliance: incompletes

Projects to support compliance with existing incomplete rules

- PDF contract posted for optional use
- Develop future workflow gen option
- Planning faculty communications when I is assigned
 - Send one message per class with an I?
 - Send one message per student with an I?

Policy Items for Spring 2018

- Residency credit provisions - looking at multi-I and online classes
- Minor and certificate language draft language
- Comp review for email policy?
- Comp review for holds policy?
- S/N credit limit (number rather than %)

GDPR questions

- OGC and others reviewing EU General Data Protection Regulation
 - Legal analysis of application of the law to U.S. higher education
- Potential compliance impacts to University
 - international students from EU
 - students studying in EU
 - Research or travel abroad
- May require updates to policies or procedures

Questions & Discussion



Completion Funds

Allie Cummelin
Student Degree Progress team



Completion Funds Still Available!

- Undergraduate, degree-seeking students
- NAS/NHS
- 6-year cohort
- All financial aid options have been exhausted
- Not in the last term of enrollment

** Students that do not fall within these criteria may still be nominated for a general review, but will not receive funds.

Completion Funds Still Available!

Nominations?

Email: asr-sdp@umn.edu



Academic Standing & Probation/Suspension

Registrar's Advisory Committee
December 4, 2017



Summer Academic Standing

Background

- Summer reviews required for SAP and athletic eligibility
- Goal to move towards a standard institutional practice
- Academic Standing working group met in July 2017 to discuss

Summer Academic Standing

Outcome

- Revert summer academic standing to spring standing
- Colleges review to determine if changes to summer standing need to be made
 - Colleges may only change if the student is enrolled in 6+ degree applicable credits and meet the conditions outlined by the college
- Considering updates to Probation/Suspension policy

Fall 2017 Schedule

Date	Day	Event
12/21/17	Thursday	Last day of exams (end of term)
12/28/17	Thursday	Academic standing clean-up run for summer 2017
12/29/17 - 1/6/18	Friday - Saturday	Academic standing calculations running
1/3/18	Wednesday	Fall 2017 SAP run
1/8/18	Monday	Deadline to place P3 service indicators in PeopleSoft (end of day)
1/8/18	Monday	Spring financial aid disbursement begins
1/16/18	Tuesday	Spring term begins
5/16/18	Wednesday	Academic standing clean-up run for fall 2017



Questions

Amber Cellotti

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Transfer Evaluation System (TES) and course equivalency

RAC Update 12-04-17



Project implementation updates

- Course Evaluator identification: 44% complete
 - Focusing on CDes, CSE, and CLA designators
- “Evaluation of Credits” form being re-designed
 - “Petition for Re-evaluation of Transfer Credits”
- Admissions webpage under construction
- Training opportunities ongoing
- Still aiming to go live before the end of 2017!

TES “front door”

The “Front door” for students and course evaluators on the Admissions website is under construction.

<http://admissions.tc.umn.edu/transfer/creditevaluation.html>

The site includes info for prospective, recently admitted and current students, advisors, and course evaluators.

Communications

- Updates submitted to OFYP & orientation groups
- Content for college's transfer web pages being distributed w/ links
- Training and guides being finalized, will distribute to advisors and evaluators and be available online
- Messaging for external advisors
- Newsletter and MyU updates for students before and at launch

Transferology/Transferology Lab trainings

Training opportunities continuing into the new year.

- December 15, 2017
- December 18, 2017
- January 5, 2018
- January 16, 2018
- January 26, 2018

z.umn.edu/TEStraining

Thank You!

- Email: TES@umn.edu
- Project Web site:

z.umn.edu/tesproject

Expected Graduation Term (EGT) Project Update

Registrar's Advisory Committee
December 4, 2017

Agenda

- Objectives
- EGT Processing Current State
- Planned Changes
 - First Term
 - Continuing Students
 - Preparing for Degree Completion

Project Team

Alison Blomster (CLA)

Adrienne Bricker (ASR-OTR)

Amber Cellotti (ASR-OTR)

Laurie Gardner (CDES)

Amber Hodges (CSE)

Rachel McKessock (ASR-SDP)

Objectives

- Reduce federal financial aid compliance risks
- Provide accurate data points for reporting
- Allow EGT to reflect student/advisor conversations
- Support student success goals and graduation rates

EGT Processing

Current State

Two business processes:

- Students apply for graduation
 - Checkout status changes to Applied
 - Selected EGT populates in program/plan
- Students request a change of EGT
 - TransForms process
 - Reviewed by Student Degree Progress team
 - Changed by OTR staff

First Term

- Student is admitted and matriculated
- Census date passes
- EGT added to the record
(program/plan)
 - 8 terms (NHS)
 - 6 terms (NAS)

First Term FAQs

- **What happens if a student is activated but doesn't enroll, or drops all classes before census?**
 - Nothing
- **What if a transfer student will not need 6 semesters to complete their program?**
 - All students will receive the same number of terms initially based on their admit term and type

First Term FAQs (cont.)

- **Will students be able to view their EGT in MyU?**
 - No, not at this point.
- **Will the EGT appear in APLUS?**
 - Not currently, this is functionality that would be requested of the APLUS team.

Continuing Students

- Using program/plan, collegiate staff will be able to manipulate the EGT to match the student plans for degree completion.

Continuing Students FAQ

- **What will happen to the EGT if a student is discontinued or goes on a Leave of Absence?**
 - The EGT will be removed and the college will need to add the EGT back to the student record when they return to the University
- **What will happen to the EGT if a student changes colleges?**
 - The EGT will be carried forward to the new college by OTR during the Change of College process and the new college will be responsible for updating the EGT to the appropriate term

Continuing Students FAQ

- **What will happen to students who transfer campuses?**
 - The EGT in these cases would be handled much like a readmit. Colleges will need to evaluate and assign an EGT based on the student's new degree program. ASR will periodically check for students who are missing an EGT in case this is overlooked.

Preparing for Degree Completion

- Term 4 (NAS) / Term 6 (NHS)
 - SDP data pulled for students
 - 75% or > achieved towards degree progress to include IP credits
 - Degree checkout status of “applied” added to the student record
 - Student is notified via email
 - < 75% achieved towards degree progress
 - No action taken
 - Report generated for collegiate review of EGT

Preparing for Degree Completion (cont.)

- Term 6 (NAS)/Term 8 (NHS) - or final term
 - Financial aid email is triggered regarding effect of the EGT on future aid awards
 - Students are cleared by their colleges
 - Degrees are posted by OTR

Degree Completion FAQs

- How will you be getting diploma name and address information from students?
- How does a student change their EGT if the applied status ends up being incorrect? (i.e. F/N/W grades)

Proposed Retroactive Process

- For any student in the 4 year (NHS) or 3 year (NAS) they would be assigned the EGT appropriate for the term they were admitted.
- For students admitted prior to those cohort years, use of progress toward degree to determine appropriate EGT.

Questions?

Adrienne Bricker

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