

Registrar's Advisory Committee Meeting

February 1, 2021



Housekeeping

- Remember to mute your mics when not presenting or speaking.
- Turning video off may help your quality.
- Add questions in the Zoom chat.
- The meeting will be recorded and distributed to the RAC Google group.



Meeting agenda

- Approval of January minutes
- Announcements
- Academic Policy Petition & One-Time Late Withdrawal
- Higher Education Emergency Relief Funds & Emergency Grants
- 1098T Time
- Waitlist Process & Communications
- Spring 2021 Dates/Deadlines/Reminders
- Grading Best Practices
- Fall 2021 Updates



Announcements



Announcements

- SNAP benefit changes (Julie)
- ECAS/PCAS/catalog replacement advisory groups (Annalee)
- Expected graduation term reminders (Amber)
- Academic standing COVID impacts (Amber)
- Grading Basis changes:
 - Graduate/Professional students petition process
 - Undergraduate students
 - Spring 20 & Summer 20 => OUE
 - Fall 20 => One Stop for now



Academic Policy Petition & One-Time Late Withdrawal Electronic Forms

Katie Russell and Chris Smith



Academic Policy Petition

Electronic form **LIVE** tomorrow (2/2)! An Advisor Guide is available at z.umn.edu/APPAdvisorGuide

Petition Types	
Add a course(s) after the deadline	Swap a class section or course after deadline
Change course level after the deadline	Third attempt of a course
<i>Change grade basis after the deadline</i>	Withdraw from a course(s) after the deadline (current or past term)
Increase credit limit	
Program requirement sub/mod	Other

One-Time Late Withdrawal

The electronic form launched December 2, 2020 and facilitated 185 requests:

- **Approved: 169**
- Denied: 10
- Cancelled: 6

Breakdown (185)

CLA - 91	CCAPS - 5
CSE - 32	UHP - 5
CBS - 17	CSOM - 4
CEHD - 14	CDES - 4
CFANS - 13	

One-Time Late Withdrawal

Fall 2020

- 169 forms approved
- 182 OTDU student groups added

therefore:

- 13 paper forms processed
- ***92.9% of OTDU's added via the new form***

Historical Comparison

Term	OTDU
Fall 2020	182
Fall 2019	838
Fall 2018	937

Questions?



Higher Education Relief Funds & Emergency Grant Funding

Tina Falkner and Julie Selander



Emergency Grants

- Received 194 requests in Fall 2020
- 147 awarded for a total of \$104,151
- Range: \$100-\$1,100 (ave award: \$709)
- Many of those denied received CARES Act funds
- Now accepting and reviewing applications for spring term



Higher Education Emergency Relief Funds

- “CARES 2”
 - Part of Coronavirus Response and Relief Supplemental Appropriations Act
- Date of availability is TBD
- Approximately \$12.5 million will be available
- Funding has expanded eligibility categories
 - Includes “expenses related to Cost of Attendance”



Questions?



1098T Time

Tina Falkner



1098Ts

- 71,000 student emails sent
- 7,600 paper letter printed and mailed for students without University email
- Self-service was turned on January 25
- ~29,830 parent emails will be sent



Questions?



Waitlist Process & Communication

Amber Cellotti



Waitlist Process & Communication

- Process reminder
 - Auto-enroll runs until the day before the start of the term
 - Waitlists are purged the first day of the term/session
- Spring 2021 dates
 - January 19: first half of term & full term
 - March 9: second half of term



Waitlist Process & Communication

- Communication
 - Developed based on feedback from start of fall 2020
 - Sent to instructors (and proxies) a few days before the start of the spring semester with a reminder of the waitlist purge dates & action they could take
- Ongoing
 - Move to a PeopleSoft communication and scheduled process



Waitlist Process & Communication

- How did the process work for spring 2021?
- Any feedback?



Questions?



Spring 2021 Dates/Deadlines/Reminders

Ingrid Nuttall / Amber Cellotti



Spring 2021 Key Dates

- **January 19:** start of term
- **February 25:** summer 2021 registration begins
- **March 1 (tentative):** Honors cord orders due
- **March 9:** second half of term begins
- **April 5-9:** spring break (UGRD/GRAD/LAW)
- **April 12:** fall 2021 registration begins
- **May 3:** last day of instruction



Spring 2021 Grading Basis/Withdrawal Changes in MyU

- The dates for students to make changes to grading basis and withdraw in MyU have been extended
- First half of term
 - **March 5:** grading basis
 - **March 6:** withdrawal
- Full term/second half of term
 - **April 30:** grading basis
 - **May 1:** withdrawal



Spring 2021 End of Term Deadlines

- **May 3:** last day of instruction
- **May 12:** last day of finals
- **May 17:** final grades due
- **May 18:** NR email to instructors
- **May 25:** NR email to Associate Deans



Spring 2021 Grading Basis/Withdrawal (after the term)

- Requests for grading basis changes will be allowed after the term (same as fall 2020)
- The exact timeline for students to submit requests and mechanism to do so is being discussed
- One Stop Student Services will be communicating the process for changing grading basis after April 30 for Spring 2021 courses after the team has met and determined the full process (later this spring).
- Opportunities for streamlining and improving the process are being considered.



Spring 2021 Grade Bracketing/Degree Clearance

- Grade Bracketing
 - **May 20:** full run
- Degree Clearance (UGRD)
 - **May 12:** confer date
 - **June 2:** clearances due
 - Degrees posted
- Degree Clearance (GRAD)
 - **May 28:** confer date & deadline date for requirements to be completed



Spring 2021 Dean's List & Academic Standing

- Dean's list
 - May 20, May 27, June 3
- Academic Standing (no suspensions)
 - May 19 - May 26: calculations run
 - TBD: Spring 2021 SAP
 - TBD: Summer 2021 aid disburses



Spring 2021 Final Exams

- Final exams will take place Thurs 5/6 - Wed 5/12
- Study Days are Tues 5/4, Wed 5/5 & Sun 5/9
- All final exams, whether online or in-person, will follow the published [Standard Final Exam Schedule](#).



Spring 2021 Final Exams by Modality

- **Remote Instruction** (online synchronous) & **Online Classes** (online asynchronous)
 - All final exams will be conducted online.
- **In-Person & Blended Classes**
 - Final exams will default to being conducted online due to space constraints created by physical distancing in classrooms.
 - Exception requests to allow for in-person final exams **must be submitted** using the Final Exam Change Request Form.



Spring Commencement

- MDH: 250 maximum capacity
 - colleges must adhere guidelines
- Colleges have three options:
 - Virtual
 - In person (follow MDH guidelines) guest
 - In person no guests



Spring Commencement

- OTR will work with your commencement coordinators on ordering honor cords and with the Bookstore
 - Bookstore will work with colleges on mailing if a virtual commencement occurs
- Many colleges have space reserved for now

We just need to wait and see unless a colleges makes a decision and moves forward.



Questions?



Grading Best Practices

Ingrid Nuttall & Chris Smith



Grading Best Practices

- Given the changes over the last several terms, it's an opportune time to revisit grading best practices.
- A small group of ASR & OUE team members is evaluating options for more effectively communicating about best practices during the term.



Twin Cities K Grades (1/27/21)

	Fall 2019	Fall 2020
Total K Grades Submitted	1,903	1,369
K Grades Remaining	97	931
UGRAD courses (1xxx-3xxx)	116	76



Questions?



Fall 2021 & Spring 2022 Dates/Deadlines/Reminders

Sue Van Voorhis and Sarah Kussow



What we know about fall 2021

- MDH Weekly Higher Education Call
 - Vaccine availability dependant
 - Variant impacts on the state
 - Will not know more until later in May
 - Currently saying:
 - 6' & 4' Physical Distancing Plans
- UM creating a plan
 - Fall teaching faculty top priority for vaccine
 - Modalities will still be available

Fall 2021 Class Schedule Production

1/25/2021	CCS Opened for department schedulers to begin creating class schedules (<i>rolled from fall 2019</i>)
2/1/2021	Class schedule displayed in Class Search
*3/15/2021	CCS Closes to centrally make data updates and assign classrooms as needed
*4/1/2021	CCS re-opens
4/12/2021	Registration begins
9/7/2021	Classes begin

* *Deadline extended by 2 weeks to give colleges and departments additional time to enter fall data.*



Spring 2022 Class Schedule Production

1/25/2021	CCS Opened for department schedulers to begin creating class schedules (<i>rolled from spring 2020</i>)
2/1/2021	Class schedule displayed in Class Search
*4/17/2021	Tentative Class schedule deadline *FRFY Classes are centrally assigned classrooms
June 2021	Full year freshman registration begins
* 9/30/2021	Final Class Schedule Deadline CCS Closes to centrally make data updates & assign classrooms
*10/26/2021	CCS Re-Opens
11/9/2021	Registration Begins
1/18/2022	Classes begin

* Final deadline extended significantly (~5 months) to give colleges and departments time to plan using more up to date

[info](#)



Open discussion, questions

By: Everyone



That's all, folks!
Thank you!

*"We must accept finite disappointment,
But never lose infinite hope."*

Martin Luther King

<https://www.asr.umn.edu/rac>