

## UNIVERSITY OF MINNESOTA

### Registrar's Advisory Committee

Monday, April 8

Presentations

Minutes prepared by Eric Anderson

#### Approval of the March minutes

The March minutes were approved without changes.

#### Announcements

##### Registration queue times

Julie Selander reminded the group that queued registration starts Thursday, April 11, 2019. The registration queue times are available on the [One Stop website](#).

##### Auto-enroll from waitlist process

Adrienne Bricker provided an update from last month about auto-enroll from waitlist. There was a lot of feedback received, but there will be no changes to current process right now.

#### Policy updates

Stacey Tidball provided an update on ongoing policy work at the University. [More detail available in the presentation.](#)

Stacey discussed the comprehensive review of the Academic Calendar policy and the Holds on Records Registration policy. The Academic Calendar policy has been approved with no major changes, and will be published soon. The Holds on Records policy will be reviewed by SCEP next Wednesday, April 17, 2019.

A message about the accommodations for religious holidays was sent to instructors from Acting Provost Bob McMaster asking them to be mindful that religious observances are legitimate reasons for absence for students and asked instructors to accommodate makeup work.

Stacey said that the Class Scheduling policy will be considered for comprehensive review in April, and that SCEP is also considering a proposal to use Canvas for sharing syllabi with the University community.

Planning for policy work in 2019-20 is beginning. Stacey asked if there is any policy that should be considered? Feedback included:

- 13 credit requirement/exemption process
- Make-up work policy and incomplete contracts lack consistency across classes

If you have additional ideas, contact Stacey Tidball.

## **NameCoach update**

Julie Selander discussed recent developments and updates for the implementation of NameCoach.

### Commencement

NameCoach has been requested by 17 colleges across the University of Minnesota system for spring 2019 commencement. All of Duluth, Rochester, Crookston, and Morris are signed up. The Twin Cities colleges who did not sign up for an account did express interest; however timing for this spring's commencement was problematic.

The team has worked to make sure colleges know the invitation process for faculty, staff and students, and will continue to gather feedback through and past commencement for future enhancements.

### Canvas integration

Integrating NameCoach with Canvas has been approved by the Canvas governing board and quality-assurance testing is underway. The planned launch date is May 7, 2019, after the spring term ends. The implementation team is planning to meet with academic technologists during an informal community of practice (iCoP) meeting to make sure the process is understood by users and communicate with faculty members. Usability feedback has shown that the process has been intuitive for students.

## **MyU: My Finances tab revamp project**

Matt Tveter provided the group with an overview on the MyU: My Finances tab revamp project to surface billing, payment, and financial aid information for students. Details about the project background, including goals and objectives, can be found in [the presentation](#). The launch of the new MyU: My Finances tab is yet to be officially determined.

The updates for the MyU: My Finances tab are contained within three new sub tabs: My Billing and Payment, My Financial Aid, and My Financial Aid History. Matt gave a walkthrough of the current mock-up for changes. [Those mock-ups are available in PDF.](#)

### My Billing and Payment tab

QUESTION: Will you use color-coding on content in the tab to let students know if action is required?

Matt: Yes, the Student Health Benefit Waiver notice and Satisfactory Academic Progress notices will start as yellow but as the deadline approaches or issue becomes more urgent the color will shift to red.

QUESTION: With reciprocity students, how does the tool know that students are eligible?

Matt: I believe we are using resident state address. We've also had a business analyst working with Admissions to help us correctly identify students. We know that certain programs aren't eligible for reciprocity and the information will only show up for students who are.

QUESTION: If a student has an international flag, regardless of resident state address, will they receive the reciprocity notice?

Matt: No, this will only show up for students who need it. But, this is good feedback to hear to make sure the feature is working properly in future testing.

QUESTION: Do students know what SAP means?

Matt: The information is clarified in the messaging by specifying that SAP stands for Satisfactory Academic Progress.

Travis Trautman (MyU BA): There are many different types of SAP status. Student may not know what SAP is, but our hope is that this information will help to educate them and make them aware of it.

#### My Financial Aid tab

QUESTION: When selecting aid year and campus on the Financial Aid tab, will both the FA steps and cost of attendance pagelets will appear?

Matt: That is correct, and if you click on the question mark you will get an additional description of what you are looking at to help orient and describe the various items.

#### My Financial Aid History tab

A lot of students won't see quite as much information, but it will grow as a student gets nearer to graduation. This tab allows you to search for specific Financial Aid and you can export the information from the tab.

QUESTION: This information includes scholarships from the University itself?

Matt: Yes, it does. This tab is also showing the loans that have been accepted by the student. The tab will shift if a student accepts a loan and then receives a scholarship if their eligibility for that loan changes.

QUESTION: Will this show campus-specific information?

Matt: No, the tab will show a student's entire financial aid history during their time at the University of Minnesota system. The campus where a student took out loans or received scholarships and grants will be indicated in the Financial Aid History table.

QUESTION: How quickly does the tab update?

Matt: The change will occur as the aid is disbursed, so there may be a bit of a lag between loan amounts changing when a scholarship is accepted.

QUESTION: Will grant eligibility be displayed for a student's entire academic lifetime?

Matt: Yes, it shows their total eligibility. The notices only appear when a student is eligible for a grant in their current year. So, it's possible a student sees the chart in year 1, then doesn't in year 2, and has it reappear in year 3.

QUESTION: Is there a reason why the loans aren't put into the same bar-graph format as the grants?

Matt: The grant eligibility charts were a direct response to feedback, but this is valuable input and we could possibly address this in future updates.

QUESTION: Will there be any information or a tutorial on how to use and understand this tool?

Matt: We are first working to try and bring this information to students. The One Stop Financial Wellness team has been a part of this project and they have information available for students to help them understand this information. We will also be doing communications with students so that they can better understand the information that is being presented to them.

Julie Selander: We've had One Stop staff participate in this project. Our goal is not to create confusion for students, but to create awareness of new information. We expect some additional contact from students about what the information means, but we'll track that and try to address it with additional resources in the future.

### **Moving grades from Canvas to PeopleSoft**

Jenni Peterson discussed the ongoing work to replicate Moodle's functionality for moving grades into PeopleSoft from Canvas. This work is being delayed due to two key issues:

- Slow load times
- No visualization that something was happening/processing when grades actually were being sent to PS (frustrating user experience)

The project will now target a small group of users representing a wide variety of class types for a pilot in spring 2019. This group will test new features and solutions for those key issues.

QUESTION: After the pilot, how quickly will it be determined that a full roll out can occur?

Jenni: We will roll this out when it's really ready and we are sure the functionality works for users. But if all goes well, pretty quickly. We will have some questions for the users and will analyze the results to assess if a full roll-out is possible and how soon.

## Undergraduate education agenda items

### **Transfer Articulation & Degree Audit project update**

Stacey Tidball provided an update on the Transfer Articulation & Degree Audit (TADA) project. [More detail available in the presentation.](#)

Currently, the TADA project is in the first phase focusing on moving to the vendor's current product, uAchieve. Much of the work is technical including items such as: data integrations, support materials, and building connections to existing applications and data. With the launch this July there will be a new self-service user interface. Users will see additional changes in year two of the project with the best practices work and also related to transfer credit.

The current progress includes recently resolving a key defect related to quarter-to-semester credit and migrated to the TST environment. Testing continues, and work with the vendor to improve the student experience. The team has been working on configurations to accommodate the specific needs of the

University of Minnesota and support the multi-institution structure of the University. Configurations are also being made to improve accessibility and readability.

The team is continuing to work on best practices with representatives from all colleges and campuses. Part of this work will include the roll out of Progress-to-Degree data to all campuses. Usability sessions are being planned for students, advisors and staff.

Project status dashboard slide is available on the TADA website. If you have any feedback: contact us [tada@umn.edu](mailto:tada@umn.edu).

QUESTION: Is the plan to still be down for the July 4th weekend?

Stacey: That weekend is our entire launch window, but the outage time is expected to be smaller.

### **Ending summer academic standing**

Adrienne Bricker revisited a proposal to eliminate academic standing automatically running for summer terms, and acknowledged that in order to move this forward we need to be able to provide a solution that meets everyone's needs. [More detail available in the presentation.](#)

Originally Satisfactory Academic Progress (SAP) was pointing to Academic Standing (AS) in some way. But, this is no longer the case.

Adrienne asked the group: What would happen if we stopped running AS after summer term 2019?

COMMENT: It would save us a lot of time in our office. We have a single person who runs the process and reverts their AS back to spring if a student takes summer classes.

QUESTION: What about the auditors, don't they want to know who is eligible and who is not at certain points in time? Having it run in summer means that we don't have time to keep it accurate.

Adrienne: That may have been true at the time, but is no longer the case. AS is not needed for SAP and the two are disconnected.

COMMENT: I have concerns about not applying the change consistently across all colleges. We need things to be more equitable for students.

COMMENT: Summer academic standing has always been challenging for international students. Students who may not know if they are eligible when they leave, or worse, when they try to return.

COMMENT: Students aren't taking a lot of courses over the summer. I don't think that I will change or have ever changed a student's status based on a fairly limited summer course load. Summer course taking isn't a good benchmark for a student's academic status and has minimal impact on their GPA.

QUESTION: For students who repeat a course in summer that they took in spring, there won't be any change? Adrienne: It is possible that a student has an F, that F gets bracketed, and probation status would stay on for spring term and then if they continue to progress their status would change after

positive coursework at the end of fall term. However, the status won't automatically update students negatively or positively in summer, but advisors will have the power to assign or change if they feel it is necessary.

QUESTION: We'll still have fall and spring AS?

Adrienne: Yes, we will, but we are exploring how to get rid of those as well.

QUESTION: What is the timeline for this?

Adrienne: We're working with a student records analyst to make sure that the timing is appropriate and will work within other processes.

If you have any other thoughts or concerns, you can send additional feedback to Adrienne.

**Meeting Adjourned**