ND Registrars Council/SR User Group
Meeting Agenda
May 26, 2010 – 8:30 – 11:30 a.m.
Bottineau, ND

Members present: Dan Johnson LRSC, Sharyl Hanson and Pam Braaten MaSU, Lacey Madison WSC, Jody Klier VCSU, Barb Mund NDSCS, Jennifer Sisk and Kelly Litchenberger MiSU, Paula Berg DCB, Suzanne Anderson UND, Kristie Wold-McCormick NDSU, Tom Leno BSC, Charles Fjeld, Mona Buer, Deb Ott, Mary Bergstrom and Jennifer Kunz from Campus Solutions.

1. NDUS Registrars Council and SR User Group Organization
   Motion made by Suzanne Anderson and seconded by Dan Johnson to have Paula Berg serve as chair of both groups from June 2010 until June 2011 and Jody Klier to serve as secretary from June 2010 until June 2011. Motion passed unanimously.

   Motion made by Paula Berg to combine meeting times for the NDUS Registrars Council and the SR User Groups until May 2010. Seconded by Pam Braaten. Motion passed unanimously.

   Combined group will meet as follows:
   - Two face to face meetings and two IVN meetings per year.
   - Conference calls will be used for meeting on topics as needed.

2010-2011 Meeting Schedule
   September 16, 2010   IVN   tentative
   December 2010       Face to face prior to the NDACRAO meeting
   February 3, 2011    IVN   tentative
   May 2011            Face to face prior to the NDACRAO meeting

2. Minutes from last ND Registrars Council meeting were approved as written.

3. Name changes/ HR overriding student data – (Suzanne) Item carried over to next meeting. Jennifer Kunz will check into it

4. Discussion on the following – no action taken unless indicated.
   Policy/Procedure Updates – (Kristi)
   403.9 Developmental Courses (proposed new policy)
   - 402.1.2 Student Placement into College Courses (proposed new policy)
   - 402.1.1 Standardized Test Scores (changes to policy)
   Request to align course prefixes/titles - (Kristi/Lisa)
   FERPA Updates –
   a. Photo ID/emergency notification modifications to procedures 1912.2 (Kristi)
   b. Exempt status of email/address per ND Century Code (Suzanne)
   Webnow rescan update (Kristi per Craig Cerkoniak)
      April 26, 2010 conversation with Craig. He wants to complete the scan in June or July.

5. Collaborative Updates (?) – Safety and security questions?
   Jennifer Kunz will look into it

6. Update on Data Warehouse (Jennifer)
   Installing rapid start implementation with Oracle – hardware and software
   As they move forward campuses will be asked to test.
7. Common Email Update (Jennifer)
   CIO’s approved common email and common email platform is being discussed.

8. NDUS Transfer Report – Lisa J. No report

9. UMACRAO 2010 – Downtown Minneapolis (November 3-5)

**SRUG Issues:**

1. DR Prioritization List – (Campus Solutions) – Set prioritization meeting date/time (list attached to email)
   Meeting will be held on June 16.

2. IPEDS Report Discussion (Mona)
   Move to June agenda.

3. ISBN / Textbook Legislation and Campus Connection

4. Administrative Withdrawal in Term History (Kristi)
   Kristie wants this option
   Move to June agenda

5. Class Permissions – default overrides (attached to email)
   a. Default for all campuses. Access controlled by security?
      Motion made by Suzanne Anderson and seconded by Barb Mund to leave all check boxes blank as the
default setting. Motion passed unanimously.
      This will need a DR which Campus Solutions will write.

6. Academic Advisement/Degree Audit
   a. Student Interactive Report – June 1 roll out
      Deb Ott will work with each campus

7. Institutional v. Cumulative GPA special report (Deb O)

8. XML Transcripts – (Deb O.)

9. Security Requests
   a. Student Finance – (Deb O.)
      No objections to allow SF to use student groups
   b. Add Student Appointment View functionality to SR Administration role.
   c. XML in faculty self service – all campuses have to go at once
      Move to June agenda – reference Deb Ott’s security requests for UG
   d. No objections to adding access to view facility table to the SR Course Maintenance permission list.
   e. New report from SF – no objections to allowing SF access to the report.
   f. No objections to adding Student Appointment View functionality to SR Administration role.
Photo Uploads – issues, processes
Deleted – talked about early

10. Bundle 16 – remaining issues
   Charles – continuing education students – will be included in clearinghouse report. Do we need to include them or not?
   Move to June agenda – enrollment reporting for students with no address.