FUG Conference Call 06/13/2007

Shelley Blome, Jeff Jacobs, Sandy Klein, Katie Nettell, Dale Gehring, Laurie Weber, Jeanne Enebo, Kristie Paulson, Shirley Hanson, Robin Holden, Lisa Earls, Rohit Kulkarni, Betty Schumacher, Diane Christiansen, Peggy Wipf, Dennis Junk, Sue Applegren

Laurie Weber is serving on the new Campus Community User Group. Requested feedback about documentation requirements for name changes.

Although schools use the Application for Admission as documentation for a name change, this is not acceptable at all schools.

The opinion of Pat Seaworth as follows:

An application for admission is an official government document. A person who makes a false statement in a government document in North Dakota can be charged with a violation of NDCC section 12.1-11-02, which is a class A misdemeanor for which the maximum penalty is one year in prison and a $2,000 fine. I recall that the application form at one time had a statement on it warning applicants that a false statement is a criminal offense, but I don't find that statement on the current form. Perhaps it should be.

It might be suggested that being subject to prosecution for a class A misdemeanor is sufficient to deter most people from making false statements. I believe that has been my position. On the other hand, requiring documentation might serve to deter the rare individual who is engaged in some kind of con or illegal scheme.

We do not have a formal name change policy in SBHE policies or NDUS procedures. Accordingly, NDUS institutions are free to adopt institution policies. However, that raises the possibility of different or even conflicting rules, which is not a good idea. If this topic is something that is generating a lot of questions or concerns, it might be time for the admissions officers or registrars to propose a SBHE or NDUS policy so all institutions follow the same guidelines. I certainly don't have any objection to that kind of proposal.

I did a quick Google search for sample policies. Here's a representative policy (from the U of Texas):

/*Name change.* University policy is to maintain educational records under the student's full, legal name. Official documents such as diplomas and transcripts will not be issued bearing any other name.

/A currently enrolled student may change the name on his or her permanent academic record by presenting a certified copy of the appropriate documentation to the registrar.
To correct the spelling or the proper sequence of the name requires a copy of the student’s birth certificate. To change the name, the student must present a notarized request and a copy of the signed court order showing the new legal name. To assume the spouse’s name following marriage, a student must present a notarized request and a copy of the marriage certificate. A student, who wishes to discontinue use of the married name and resume use of the original family name, or another name, must present a divorce decree or signed court order showing restoration of the original, or other, name.

The University maintains student records under the name the student had when last enrolled. A former student may not change the name on his or her permanent academic record except by presenting a notarized request and a certified copy of the signed court order showing the authorized name change.

Don't hesitate to contact me if you have additional questions.

Pat Seaworth

Group consensus to forward to Campus Community the recommendation to follow NDUS name change guidelines.

Notification of copyovers was discussed. Several users lost work in the Stage (Q) environment and were concerned about the timing of notifications. Sue and Dennis indicated users are notified via the FA Listserve as soon as the copy over has been scheduled. In addition, Sue checked with Gail Sullivan, Senior Database Administrator, who verified that a message about the upcoming copy over was on the Portal sign on page two days prior to the copy over. Rohit requested some type of popup notice. Gail indicated this probably wouldn’t be feasible since the Portal is used by over 20,000 + users who wouldn’t want or need that notification.

Dennis discussed project upgrade to PeopleSoft Campus Solutions 9.0. Project Kickoff Meeting on June 25th. It is an estimated one year to live for 9.0. There will be many decisions to be made and HECN anticipates the FU Group will be instrumental.

As part of the upgrade, users should expect a cutoff date some time this summer for any new or revised modifications.

A revision to require students to select a lender when using self-service to accept a loan and have no lender on file was approved and given a high priority. If their lender is not listed, OTHER would be the Lender choice and would link them to the administrative request page. Dennis noted the Self Service Access Process needs to be run on a regular basis to allow new students access.

Dennis reminded users that this is the time of year when the number of revisions is very high and recommends holding off on Loan Origination as long as possible.
Jeanne noted that under the current setup, students must be matriculated to access Self Service. Jeanne is having a staff member matric’ them. Dennis researched after our meeting and we are in the process of revising security. This will allow new or prospective students (once they have been assigned an EMPLID) to access their FA via Self Service.

Discussion concluded the “View Declined Award” was a misleading label for students who wanted to decline specific awards. A DR has been completed to change the label.

Dennis discussed a problem we thought we were having with receiving SELF Loan school cert requests and a high priority DR was approved. This DR will not be necessary; the problem was eventually found to be bad date being sent by First Mark.

Sandy, at the request of Dr. McClellan suggested running the SAP process once a year. This was not approved. Although the Summer SAP POST process is optional, it was agreed that all schools must run the evaluation process to allow other schools access to accurate Collaborative records. Further discussion may be done by new SAP User Group. At this time Sue-Will update policy and send to users

SAP continues to be an ongoing concern.
A subgroup consisting of Lisa Earls-Chair, Kristie Paulson, Dale Gehring, Katie Nettell, a Student Records person from those campuses, Dennis Junk and Sue Applegren was formed. The group will examine the issues and report back to the mail FU Group. Among the agenda items referred to the SAP group are:
CLEP/AP test (counted as attempted and earned?)
Remedial credits
Counting transfer F’s
Ability to run evaluation on a single student
Adjustments (having to run eval again before available)
"In Progress" credits - blank grades working group

Annual aggregate areas for Perkins and Nursing loans have become a recent concern. Currently there is one aggregate area for all 11 schools. This causes problems if School #1 offers $3000 and School #2 would like to offer $2500 (annual aggregate max of $4000 would allow School #2 to only offer $1000).

To allow schools to award as requested by their packaging philosophy, Dennis will setup separate aggregate areas for NDSCS, NDSU, DSU and UND and one for everyone else. Will update aggregate areas at the time of aid year rollover.

A question was raised regarding careers; will the Ready to Package will set a blank career to ready to package? Dennis checked and it does.