

Registrar Advisory Council

August 21, 2019

9:00 AM, Nighthorse Campbell M24-204 Conference Room

Agenda

In attendance: Magdalena Kucharski, Amy Bello, Rachel Wagmaister, Beverly Brunson, Sue Kepner, Latrice Pettigrew, Salina Evans, Jodi Cropper, Michele Parsons, Melissa Ishida, Vonelle Kelly, Helen MacFarlane, Steven Winterbach, Heather Peterson, Elena Chappelle

Approve July Meeting Minutes

Approved

Leave of Absence Policy

What general feedback for the Leave of Absence Policy?

HP will send out a new version with best practices regarding leave of absence policy from registrar point of view. Campus policy is the bare minimum, each school can have a stricter version of the leave of absence policy. The OTR is available to support school specific LOA upon request.

Leave of Absence form will be an electronic OnBase form, there will be the ability for a proxy to fill out the form on behalf of a student in situations where student is unavailable to complete the form.

Course Grading Components

College of Nursing generated this discussion regarding clinical courses. There are three components to clinical course grades exams, clinical, overall grade CON is interested to learn if other schools have similar grading policies and how failing grades are determined. For example, does the student need to pass all three grading components in order to pass the course? Pharmacy and iPharm uses professionalism, communication and clinical knowledge rubric that is evaluated by preceptor. SOM also has three grading components. For Pharmacy and SOM the student must pass all three components in order to pass the course.

Vonelle Kelly will check with PT program for more grading details.

Fluid Student Portal Update

Elena demoed the new student portal which is still far from the final customizations that have been discussed. There are still tiles and links on CU Anschutz portal that will be removed: ie Handshake and Degree Audit. These tools are not available and we do not want to create confusion.

Students can customize the tiles that are viewable on their new portal screen. Students can be separated by campus and career. We currently don't know if we can drill down by program.

We can decide when AMC campus goes live with final version. Beta is already up for student testing. This portal has the ability to accommodate an admitted student portal that could collect admission deposit, collect admission forms and documents (vaccination records) and view/accept financial aid.

Can we have a tile for international students? We can create one that students can choose to have the tile via customization.



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Missing Grades Query

EC provided the path to Query viewer in CU-SIS, and went over general methods that users can employ to locate public queries that have already been written.

In answer to Helen's request from last meeting, Elena found out that UIS does not keep a master list of public queries because multiple employees have access to creating queries. However, most CU-SIS users should have access to whatever is public. Otherwise OTR can share specific queries that have been developed.

Action: Create in person training session on how to find and filter queries. Provide details on each query and how they can be used.

Elena outlined two separate queries that schools and programs can use to find missing grades. One is very focused on instructor information, this is good for schools using many preceptors and instructors to enter grades. The second query is much more student information-centric. This may be ideal for smaller programs who know which instructors teach which courses.

Both reports pull missing grades, I, and IP. Any RAC members interested in having access to these queries need to email OTR with their OPERID's.

Elena has resigned effective September 4th.

