



**STUDENT SYSTEM USER'S GROUP  
OPEN FORUM**

*April 9, 2009*

# STUDENT SYSTEM USER'S GROUP AGENDA

- Introduction
- Assigning Advisors
- Grading for Spring Term
- Grading Policies - Current/Future
- Registration - Summer & Fall
- CMS Feedback
- Q & A

# STUDENT SYSTEM USER'S GROUP

## Assigning Advisors

### BENEFITS For Student's

- Student's can view their assigned Advisors on their Student Center.

# STUDENT SYSTEM USER'S GROUP

## Assigning Advisors

**Student's Student Center**

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▼ Sac State Messaging

[My Messages](#) **i** You have no new messages

▼ Academics

**Enrollment**  
[My Class Schedule](#)  
[Registration](#)

**Academic History**  
[Grades](#)  
[Degree Progress](#)  
[Transfer Credit Report](#)  
[Unofficial Transcripts](#)  
[Test Score Summary](#)

**This Week's Schedule**

Class	Schedule
EDTE 373A-01 LAB (34381)	We 1:30PM - 3:20PM Mendocino Hall 2004
HLSC 134-01 LEC (32766)	Mo 2:00PM - 4:50PM Solano Hall 2004
MATH 110B-02 DIS (34800)	TuTh 1:30PM - 2:45PM Brighton Hall 209

SEARCH FOR CLASSES

▶ Holds

▶ To Do List

▶ Enrollment Dates

▼ Advisor

**Program Advisor**

John Faculty  
Jane Faculty  
916/278-8888

[details ▶](#)

**Student One**

**View My Advisors**

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Name	Phone	Career	Program
<a href="#">Faculty,Jane</a>	916/278-8888	Undergraduate	Undergraduate Degree
<a href="#">Faculty,John</a>		Undergraduate	Undergraduate Degree

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# STUDENT SYSTEM USER'S GROUP

## Assigning Advisors

### BENEFITS for Faculty/Advisors

- Faculty / Advisors no longer need to SEARCH for their designated Advisees as the list is pre-populated.

# STUDENT SYSTEM USER'S GROUP

## Assigning Advisors

**John Faculty**

[faculty center](#)
[advising](#)
[class search](#)
[faculty search](#)

**View My Advisees**

★ Positive Service Indicator
⊘ Negative Service Indicator
📁 FERPA Restrictions

Advising		Find   View All		First	1-10 of 13	Last
		ID	Name			
1	★ ⊘	200000008	<a href="#">Eight, Student</a>	**Student Details**	⏪ ⏩	
2	★ 📁	200000005	<a href="#">Five, Student</a>	**Student Details** Academic Information Address Class Schedule Degree Progress Enrollment Appointments Grades Telephone Test Score Summary To Do List Transfer Credit Report Unofficial Transcript	⏪ ⏩	
3	★ ⊘ 📁	200000004	<a href="#">Four, Student</a>	⏪ ⏩		
4	★	200000009	<a href="#">Nine, Student</a>	⏪ ⏩		
5	★ ⊘	200000001	<a href="#">One, Student</a>	⏪ ⏩		
6	★	200000007	<a href="#">Seven, Student</a>	⏪ ⏩		
7	★	200000006	<a href="#">Six, Student</a>	**Student Details**	⏪ ⏩	
8	★ ⊘	200000002	<a href="#">Two, Student</a>	**Student Details**	⏪ ⏩	
9	★ ⊘	200000010	<a href="#">Ten, Student</a>	**Student Details**	⏪ ⏩	
10	★	200000003	<a href="#">Three, Student</a>	**Student Details**	⏪ ⏩	

[NEW DROP-IN ADVISEES](#)

[Faculty Center](#)
[Advising](#)
[Class Search](#)
[Faculty Search](#)

# STUDENT SYSTEM USER'S GROUP

## Assigning Advisors

### BENEFITS for Staff Assigning Advisors

- Only ACTIVE Advisees are on the pre-populated list; so departments need not worry about removing GRADUATED students.

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## Grading for Spring Term

- Faculty submit grades - May 18-27
  - Deadline: 11:59 pm - May 27
- Training Sessions - ARC 3013
  - May 19 - 9-10 am; 10-11 am; 1-2 pm
  - May 20 - 9-10 am; 10-11 am; 1-2 pm
- Grade Posting Dates - May 22; May 26;  
May 27

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## Grading for Spring Term

### Consequences of Late Grades

- Cannot Post Degrees;
- Cannot Issue Official Transcripts;
- Cannot determine Academic Standing;
- Bad PR;
- Upset Students;

Extra work for All of us!

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## Grading Policies - Current / Future

- Grading System
  - WU unauthorized withdrawal  
Student did not withdraw from the course AND failed to complete course requirements.
  - FUTURE - Faculty will be required to enter the date of last attendance

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## Grading Policies - Current / Future

- Grading System
  - Incomplete Authorized KEY POINT Agreement as to the conditions for removal of the Incomplete in Writing, Signed by all parties, Kept on file in the department, until completed or time lapsed
    - FUTURE - An optional "E-Contract" may be available when grades are assigned.

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## Grading Policies - Current / Future

- Grading System
  - RD Assigned by the University Registrar - Why? No grade submitted by an Instructor

REQUIRES GRADE CHANGE FORM

HELP US HELP YOU...

FACULTY SUBMIT ON TIME

# STUDENT SYSTEM USER'S GROUP

## Registration Information

- Summer 2009
  - April 1-May 8 - Registration by Appt
  - Fees due May 13 or
  - Enrollment Cancelled May 15
- Open Registration
  - May 9-22; June 1-12
  - Fees due June 17 or
  - Enrollment Cancelled June 19

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## Registration Information

- Fall 2009
  - April 20-May 8 - Registration by Appt
  - Fees due May 28 or
  - Enrollment Cancelled June 1
- Orientation & Registration for New Transfers begins June 8;
- New Freshmen Orientation & Registration begins June 29;
- Fall Registration concludes July 31
- Open Registration - August 10-27
- Publicity/Advertising/Getting the Word Out

# STUDENT SYSTEM USER'S GROUP

## CMS Feedback

- Comments, questions and suggestions about the Common Management Systems (CMS) is greatly appreciated.
- Feedback can be provided by submitting the form located on the CMS website:

[www.csus.edu/cms/](http://www.csus.edu/cms/)



Q

CS

A

STUDENT SYSTEMS COLLABORATIVE

A large, stylized, light green letter 'S' is positioned on the left side of the slide, serving as a background element. The text is written in a dark green, hand-drawn font.

Contact Us

[cms@csus.edu](mailto:cms@csus.edu)

STUDENT SYSTEMS COLLABORATIVE

# Contacts

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