YRO Operations Workgroup
Minutes from 4/10/02 Meeting
**CORRECTED**

Present: Glasmire, Trigales, Blake, Ramos, Montgomery (for Barrick), Entrican, Hall, Favila

Absent: Barrick (excused), Perez, DeKorte, Feliciano (excused), G. Self (excused)

Glasmire opened the meeting with a report on the number of students who have paid fees for summer as of 4/8/02. 693 students have paid (216 by CasperWeb, 79 via C@sper.NET, and 398 via mail, drop box or in person). Feliciano will provide regular updates to as we move through the registration cycle. Trigales asked whether the numbers include “sponsored program” students. Hall wondered whether the Max Reg was being updated for the “02Y” term for all Spring 02 authorized sponsored students or just those who were specifically authorized for Summer 02. Glasmire will ask Feliciano about this both of these issues so she can report at our next meeting.

Glasmire also brought up the issue of the “3” term and whether future “3” terms should be obsolete in the DBD. Jane Chan from Business Affairs raised this issue as it relates to processing in the BR system. Hall noted that the “3” term value must remain in the DBD because of previous terms when it was used. Montgomery said that the actual semester values which include the year and term (e.g., 20023) could be obsolete for future “3” terms. We agreed to modify the DBD so that future semester/term values for the “3” term would be obsolete (e.g., 20023, 20033, 20043, etc.). Hall will send an email to Montgomery to document the DBD changes so they can be added to the weekly DBD update run.

Glasmire asked for “readiness reports” from the group.

Trigales noted that the Evening/Weekend programs and SSWD had updated their priority flags for summer. She expected the other priority programs to set their flags by Friday.

Hall reported that she would be sending out an email to all department secretaries to remind them of the beginning of summer registration on April 15. Hall will include information about the process for canceling classes (i.e., notify Lorna Carr in Academic Affairs via email and contact any students who may have registered for the class). Hall will also reinforce the process of contacting Lorna to make other changes to the schedule (e.g., faculty assignments, VRU flags, max enrollment levels).

Ramos reported that room changes also must be done through the Space Management office. Favila brought up the issue of term level security for room scheduling and class schedule maintenance, something that will require SIS+ mods. She noted that the lack of term level security causes problems for department offices, her office and Space Management, by not allowing the department to make their own changes. Ramos noted that specs had been sent to SCT (Randall Grundy) last summer, but no more progress had
been made on making the mods. At that time, Brian Smyth had raised concerns about whether these mods should be made when there was no guarantee that the functionality would be replicated in PeopleSoft. He suggested an alternative solution (one that could be handled locally), which was evaluated by Ramos. Ramos determined that the alternative solution would not provide the necessary functionality. At that point, Smyth asked SCT to provide cost estimates for both versions of the mods (Ramos version and Smyth version). Smyth notified Ramos in late August that SCT had some questions about the specs before they could provide an estimate. Ramos was to follow up with SCT. No contact was made with SCT, so the cost estimates and proposed mods were never concluded. Hall suggested that we would be operating in the current SIS+ environment for at least two more summer (2003 and 2004), so we should be able to build a case for making the mods depending on how much they will cost to do and the extent to which local analyst/programmer staff would need to be involved. Ramos and Montgomery agreed to resurrect the specs to see if we could get the SCT consultants to take another look and provide us with a cost estimate. Ramos will follow up with Smyth before proceeding and also contact Favila to ensure that the specs will meet her needs as well.

Hall reported that the links to Open University information on the Summer 2002 website needed to be changed to access the specific Summer 2002 Open U information supplied by RCE. Favila will make these changes (Note: this was done immediately after our meeting)

Hall reported on a new procedure developed in A&R to admit returning students to Summer if they are able to compete their graduation requirements in the summer (as opposed to making them apply for Fall and then setting them up as “early entry transitory” students for summer). Hall handed out a brief description of the process, which is being implemented immediately. The group agreed that this was a good solution.

Hall also suggested that we should think about establishing a summer graduate admission cycle for the College of Education. In reviewing last summer’s list of “early entry transitory” students, nearly 90% were graduate students and most were in the College of Education. Virtually all of the students also continued in the Fall. Hall suggested that we consider this for Summer 2003 as a way to admit the students to Summer rather than admitting them for Fall and the handling them again to change them to “transitory” for summer. Entrican expressed some reservations about doing this because of the impact that it would have on her operation during an already busy time. She will discuss it with the Graduate Center staff to get feedback. Glasmire will keep this on the agenda for further discussion as we plan for Summer 2003.

We agreed to cancel the April 17 meeting and the May 1 meeting. Our next meeting will be April 24, 1-2 p.m. in Lassen 3008.

Meeting adjourned at 1:50 p.m.