

Records and Registration Meeting Minutes

January 13, 2009

Banner 8.1 Update

Linda Dorn announced that due to unresolved issues in the fee assessment process the Banner, ODS, and EDW upgrades will not be completed as scheduled during the weekend of January 16th. A new date for implementation has not been announced. It is likely that regression testing will need to be repeated once the issues with Banner are resolved and a new date is scheduled. Linda will keep us posted as to progress on the fixed and the new date for the upgrade.

Commencement

Linda Dorn announced that the December commencement went well. Linda also announced that the May commencement will be held on the St Paul campus. Liz Pojar is in the process of updating the University web page with the information for the Spring commencement. Liz said that the website would be updated around the 1st part of February. If you have questions concerning the information for Spring, contact Liz Pojar in Constituent relation at 2-6437.

Graduate Policy Web Pages and Policy Handbooks

Paul Simmons indicated that there is work in progress on revising the Graduate policies and how they are presented on the University web page. Dr. Berretta-Herman, Linda Dorn, Dr. Raffield, Dr. Rigoni and Paul Simmons are reviewing and updating the University policies and working to more efficiently present the policies on the web. The purpose is also to establish minimum policies for the University. We may also be compiling a central point for the viewing of the various College/School policy Handbooks and bulletins. As part of this project Paul Simmons will be contacting you in the future to provide the location of your web policies or a PDF or word document of the policies for use in the policy presentation.

Reporting Training

Jim O'Connor reviewed additions and updates to the student data reporting portals in Cognos. He demonstrated how to extract information and how to display various data elements. Questions concerning the portal and reports should be directed to Jim.

Next Meeting Time and Location: Monday, February 9 from 10am-12pm in St. Paul.

**Respectfully submitted,
Paul Simmons**