GoSolar Implementation Team
September 6, 2002


The minutes of the August 9, 2002 meeting were approved as distributed.

Over 27000 students successfully registered for fall 2002. Approximately 1000 students were dropped at fee rec. Discussion is ongoing regarding having another fee rec. The enrollment statistics indicate there the increased enrollments (quantity) did not sacrifice the quality of students.

Joann reported she is generating a report that will show the number of students paying in/out state fees, housing amounts and amount paid broken down in increments of $500, $1000-$2000, or greater than $2000. Based on Joann’s reported after she has reviewed and cleaned-up the report, a different type of fee rec will be run that will be targeted on the percentage of fees paid. Students will be notified via targeted emails that if their accounts are not settled by “x” date of the possibility of their classes being dropped. One email will be sent to students who have paid less than 75%. A second email will be sent to those who have paid 1-25%. Dave will need to identify students with pending financial aid. Students who have paid at least 75% will have an indefinite hold and will not be able to register for the next term. The first fee rec will be ran for those students who have paid less than 75% on or before September 30. Students will have until 5:00 p.m. end of business hours Monday, September 30 to settle their accounts. An email will be sent out twice allowing at least two weeks before census (October 14) for students to get back in their classes. Consensus was agreed to treat the fee rec as an administrative withdrawal and charges for time in school and financial aid to be prorated accordingly.

The terminology of this withdrawal process will be changed as this will not be an ordinary “fee rec”. Carolyn will look at the working and timing as it affects the perpetual registration calendar. Joann will draft the first email sent to the 75% paid students. Cherise will work with Dave in drafting the email to the less than 75% paid students. As this is a different process than the regular “fee rec” and is not a cancellation process, Cherise will work with the DBA’s in programming. Cherise, Winnie, and Dan will look at how it can be done. Keith will work on how the emails can be sent out.

The online student evaluations of faculty have generated widespread discussion and controversy and Bill stated he did not know what it means for this fall. The demo works fine. The Deans misjudged the reaction of their faculty. Some departments had written specific requirements in their legal contracts with emphasis on student evaluation.

Bill has suggested that critics will need to put pressure on Ron Henry to release money to recreate the old system. An accurate cost estimate to recreate the old system is needed. Cherise stated to do the labels in Crystal would require six interfaces and Mike Moore was sending an email to describe the interfaces. Estimates should clearly indicate programming time with dollar values. It has been suggested that the mini-mester be used as a pilot to test the online student evaluation system. Dean’s will be asked to use the pilot to evaluate the tool and not faculty. The teams are to keep moving on online evaluation as it will be done eventually.

A note to students will be added about the confidentiality nature of the University’s commitment to keep evaluation confidential.

Cherise will get input from Faculty Affairs and check with Legal Affairs regarding a screen that will allow students to choose not to do the evaluations. Keith suggested putting the screen out at least
three times. In response to the response rate dropping, Wayne Reed, has agreed to provide a gift
drawing for students completing the evaluations online.

Bill has asked that each office provide web navigation guides for their office functions areas for
students. This half page cheat sheet should be placed at PC stations in reception or self serving areas
in each office as a proactive approach to long lines. Team leaders should email a draft to Bill. Cherise
suggested the offices work with Corky Batson for consistency. Jeff stated he would send what the
Student Center uses.

Dan Niccum gave the Admission go live dates status report. Transient and Post bac will be put in
production Monday or Tuesday. Freshman and transfer are being loaded today and should be in BQA by
the end of the day. Dan stated he is waiting to see how the data looks. PACE will be in production
when transfers are in production. Academic history, GPA and level, hours are also tied to Admissions
going live.

It was suggested that Admissions go live and accept the risk that any issues will be dealt with during
post production clean up. Diane Weber and Dan N. will talk about the issues that could go wrong.
Cherise, Dan N., Bill and Diane will meet next week for further discussions.

Cherise stated that the Academic History Team will be looking at Academic History conversion over the
next two weeks. Cherise reported she has spoken with Karen Chastonay and Georgia State has the
script that adds quarter credit hours and semester credit hours and hopes the script will be in
production by next week. Cherise will communicate with Kathy BB to make sure both GR & GS are
being pulled correctly and targeted as graduate students. Winnie and Dan H are working with Jonette
on population selection so that Averil can run Clearing House. Conversion from OASIS is still ongoing
and academic history conversion is expected to be a 2-3 year process.

Keith reported the reporting instances will be moved to the same server as BREPORTS where Statware
lives. Statware will be under the same infrastructure as GoSolar.