Office of the Registrar
Town Hall
Fall 2020
October 27, 2-3:30 p.m.
Agenda

• New Registrar Staff
• Spring 2021 Academic Calendar/Registration
• Projects recently completed or underway
• Priorities/Goals
• Deferrals (Guest: Clark Brigger)
• Q&A/Discussion
Kristi Wold-McCormick
University Registrar
New Staff

New hires since Fall 2019:

- **Amber Maneth**, Special Programs Liaison and Process Manager
- **Ashley Hildebrandt**, Call Center Manager
- **Dee-dee MacAlpine**, Distance Learning & Lab Scheduling Coordinator
- **Eric Cloud**, Transcript & Records Innovation Lead
- **Noah Geisel**, Micro-credentials Program Manager

Staff directory: [http://www.colorado.edu/registrar/about/registrar-staff](http://www.colorado.edu/registrar/about/registrar-staff)
Spring Registration

• Enrollment appointments are assigned and continue through open enrollment (Jan. 11)

• Nov. 2  Spring 2021 schedule of classes
• Nov. 2  Course reservation begins for eligible students
• Nov. 9  Registration for spring classes begins
Spring Academic Calendar

- Jan. 10–13 (Sun–Wed) Residence Hall Move in
- Jan. 11 (Mon) Open Enrollment
- Jan. 14 (Thurs) First Day of Classes
- Jan. 15 (Fri) To follow Wednesday schedule**
- Jan. 16–18 (Sat–Mon) MLK Weekend
- Feb. 17 (Wed) Wellness Day
- March 25 (Thurs) Wellness Day
- April 29 (Thurs) Last Day of Classes
- April 30 (Fri) Reading Day
- May 1–5 (Sat–Wed) Final Exam Week
- May 6 (Thurs) Graduation/Conferral

**First Friday of spring semester will follow a Wednesday schedule to regain Wednesdays lost due to late start and Wellness Days.
Grading Basis Updates

Recent Changes:

• P+ grades
• Grading Basis deadline extended to week 10 (prorated for special sessions)
• No credit option (Registration > Edit Your Class)

Anticipated Discussions:

• Minimum threshold for P grades
• Options for pass/fail only classes (PF1)
• College/School Audits of courses/grading bases
Micro-credentials & Digital Badges

- Small credit- and non-credit based learning and learning experiences
- Establish a micro-credential advisory group
- Finalize standards and framework with input from campus stakeholders
- Work with pilot programs interested in awarding badges
- Survey campus for learning opportunities suitable for micro-credentials
- Finalize a series of badge designs based on framework established
- Develop submission and approval protocols for micro-credentials
- Roll out communication plan (web, catalog, etc.)
NameCoach

• Accurate audio name pronunciation tool
• Helps promote respect and inclusion
• In Buff Portal, Buff Portal Advising and Canvas
• Can be used in almost any system/platform for both students and employees
Jenny Primm
Associate Registrar – Academic Services
Class Scheduling

Spring 2021

• Offering a blend of instruction modes
• Classes must be taught as scheduled (reporting, health/safety, fees)
• Clarification of ‘Hybrid In Person.’ Must be either:
  ○ Taught simultaneously with some students attending in person and others attending remotely for every class session, with the instructor in the classroom or
  ○ Taught in person at least one in-person class session per week, and the other instruction delivered remotely or online, following the same pattern from week to week

Summer and Fall 2021

• Current plans to continue offering a blend of instruction modes
• Schedule will be released to departments on November 9
Academic Services Highlights

• Degree/graduation review
• CIM for Programs – New proposals
  ○ End-user training: mid-November, January 2021
  ○ Go-live launch: end of November
• Looking ahead:
  ○ CIM for Programs – Editing existing programs
  ○ CourseLeaf Section Scheduler (CLSS)
Joey LaConte
Associate Registrar – Technology, Communication & Reporting
Technology, Communication and Reporting Highlights

• Business automation/electronic forms (paperless office)
• Remote work & learning
  ○ Communications – strategy and coordination
  ○ Forms – P/F extension, secure document upload
  ○ Special reports – grading basis analysis
  ○ Robots/automation
• Looking ahead
  ○ More business process enhancements/automation
  ○ Reporting roadmap – data dictionary, inventory
GPA Calculator

• Public-facing tool
  o Incorporated grading basis and grade replacement
  o Focuses on hitting targets
• Review
  o Advisors
  o Accessibility
  o Unified Student Experience
• Trial period with advisors
• Student developer project
Sally Page
Senior Associate Registrar – CU-SIS Development
CU-SIS Dev Highlights

- Security & access – role cleanup for those w/student records data
- Holds – formatting standards
- Notifications to students
  - Graduation application – apply, accept, cancel
  - Pass/fail – enroll in a class for pass/fail
- Identity
  - Instructor/advisor preferred name
  - X gender
CU-SIS Dev Looking Ahead

- Security & access – role cleanup continues
- Campus Solutions
  - Explore notification framework
  - Fluid admin implementation
Class Search Registration

- Demo of current functionality
- Still to come:
  - Swap functionality
  - Waitlist type info
  - Display status of classes in cart
  - Error messages to display subject, catalog #
- Faculty profiles
- FCQs
Reid Kallman
Associate Registrar – Enrollment & Records Services
Enrollment & Records Services

Highlights

2019-20 Academic Year

• Eliminated graduate leave of absence fee & undergraduate optional services form fee
• Automated COF waiver process
• Transitioned IUT processing and training to University Exploration and Advising
• Transitioned paper forms to online (TC: adult, parent, WRGP, veterans, economic incentive/no credit, secure upload)
Enrollment & Records Services
Looking Ahead

2020-21: Academic Year

• Colorado XML transcript exchange, Parchment send, third party
• Business process improvements: deferral robot, common app college transfer report online form, enhanced enrollment verification, Phase IV class search
• Grade replacement improvements
Grade Replacement Improvements

- CU Boulder Today reminders (twice per term)
- RegNetwork and SSANet reminders
- Website improvements
- Added reminders and deadlines in relevant student e-memos
  - Spring 2021: Enrollment Dates (Oct. 19), Registration Check-in (Dec. 1), Dates & Deadlines (Dec. 28)
  - Added to waitlist (ongoing), Waitlist Reminder 1 (Jan. 12), Waitlist Reminder 2 (Jan. 26)
- Report for Advisors that shows all eligible students who retook elig courses
  - Approved: Y/N
Grade Replacement Improvements

https://www.colorado.edu/registrar/students/degree-planning/grade-replacement

- Policy
- Process
- Next Steps
- Deadlines
Grade Replacement Improvements

Buff Portal References
Grade Replacement Improvements

• Class Search modification to cart if following logic is met:
  ○ UGRD & GRAD only
  ○ Register for a class that they’ve already taken
  ○ Class is not repeatable for credit (i.e., special topics or theses/dissertation)
  ○ Must be the same Course ID
  ○ Message below not specifically tied to class:
    “If you intend to use any of your classes for grade replacement, submit the grade replacement request form by the published grade replacement deadline for the semester/session in which the class is being offered.”

• Grade replacement reminder on Class Search landing page
Grade Replacement Tips & Reminders

Students:

• Confirmation email when they submit the grade replacement request form
• Approval/denial email once the form has been reviewed for eligibility and processed

Students/Advisors:

• Degree audit will show a “G” code next to any in progress classes that a student has been approved for grade replacement. [https://www.colorado.edu/registrar/2019/12/17/degree-audit-grade-replacement-symbols](https://www.colorado.edu/registrar/2019/12/17/degree-audit-grade-replacement-symbols)

Advisors:

• Cognos Report: CUBLD > Records and Registration > General Student Records Data Reports > "Grade Replacement Report"
Training/Education Opportunities

• RO Roadshow for Advising Units
  ○ Host a 30-minute virtual discussion on grade replacement process and deadlines for advising units of all schools/colleges
  ○ Gather feedback on grade replacement process
  ○ Other topics:
    • FERPA
    • Class Search Registration (beta) demo
    • Common questions
    • Special Action Forms / Change of Record Forms

reid.kallman@colorado.edu
Fall Term Withdrawal Comparisons

Fall 2019: 529 Total withdrawals
• Undergraduates 433 / Graduates 96
• Residents 264 / Non-residents 265

Fall 2020: 821 total withdrawals
• Undergraduates 674 / Graduates 147
• Residents 403 / Non-residents 418

Office of the Registrar working with IR on withdrawal dashboard
Questions?
Feedback?
Suggestions?
Thank you!
colorado.edu/registrar