Registration Committee Meeting Minutes

Wednesday, October 14, 2009
8:00 a.m. in Gardner 447

Members present: Tony Thomas, Beth Frieders, Dave Kiekhafer, Rob Hasker, Kari Hill, Laura Anderson, Sheryl Wills (chair), Chuck Steiner, Joan Riedle

Guest: Dana Thompson

Selection of Recording Secretary for the meeting: Laura Anderson

1. Approval of September 16, 2009 minutes

Rob Hasker made a motion to approve the minutes as submitted; Beth Frieders seconded. Minutes were approved.

2. D/F Midterm Grade Reports

Dave Kiekhafer reported on the discussion of the midterm grade reports at the most recent Faculty Senate meeting and the motion that was passed by that meeting. All faculty will be strongly encouraged to report D/F/X midterm grades by Friday, October 23. Instructions will be sent out to all instructors via e-mail by the Registrar’s Office with a reminder that the drop date is Oct. 27.

3. Good Standing/At Risk Designation

Dave Kiekhafer reported on the status of the recommendation from Faculty Senate last spring to create a “good standing/at risk” field on student transcripts. The recommendation was “tabled” last spring by Chancellor Markee because of some issues with customization of PeopleSoft/PASS. The PASS steering committee will consider the recommendation when they meet this semester (“on hold” until the new OIT director is on campus). Dave Kiekhafer volunteered to bring the information from last spring back to the committee for discussion at our next meeting.

4. Repeat Policy

Dave Kiekhafer reported on what PASS can do to accommodate a repeat policy:
- PASS does track the “count” or number of times a course is taken by a student
- currently, the “maximum number” for repeats is set a 99; this could be reset to a lower number
- it might be possible to prevent a student from registering for a repeated course until after a certain date
Dave checked on what other campuses have as their repeat policies; the majority have defined what kind of letter grade can be repeated. Some campuses are restricting the number of repeats possible (5 campuses = once or twice and then approval is required). The most restrictive seems to be UW-Stevens Point; approval from the advisor and the chair are needed on the first repeat.

There was some discussion about the issue of assessing a fee for repeated courses. Chair Wills will see if Provost Ford is available to attend the next meeting to address this issue from an administrative standpoint.

5. Other

None.

Meeting adjourned at 9:00 a.m.

Next Meeting Date: Wednesday, November 18 at 8:00 a.m. in Gardner 447