Minutes from the Sept. 22 Registration Committee meeting:

1. moved/seconded/passed on voice vote: Hasker to be chair

2. Potential open issues were discussed, including the new online registration system and whether there would be limits on students changing their schedule during the summer. It was determined that there are no known open issues. (The limits that were imposed this summer were a one-time thing; in the future students will be allowed to change their schedule any time between being released to register and the second week of the semester.)

3. A question was raised regarding the process for letting a student into a class that was full or for which the student did not officially have the necessary prerequisites. In particular, Wills wondered if it might be possible to just place the student into the class rather than require the student take care of it after receiving approval. Krogman pointed out that it was fundamental to the system that students register themselves for classes; it would not be possible (and not desirable) to allow faculty to register a student for a class. The recommendation was to either provide an open computer in the departmental office area or to open a second Peoplesoft login window to allow the student to make the change right after receiving permission.

4. Wills asked if there was provision in the system for distributing PINs when a student's advisor was not available. The response is that each college has been asked to designate a person or persons who would have access to all PIN numbers of all students.

5. The need for improving the Peoplesoft interface was discussed. Krogman asked that suggestions be sent to OIT and said they would be forwarded to UW-System (which in turn would forward them to Peoplesoft).

6. Since there were no identified issues to be addressed by the committee, it was decided that the committee would not meet until an issue arose. Committee members were asked to watch for issues during this fall's advising and pre-registration period. If you identify an issue that should perhaps be brought to the Registration committee, please contact Hasker (hasker@uwplatt.edu) and a meeting will be set up.

Submitted,

Rob Hasker