Office of Student Financial Aid Announcement:
- Nancy Ferguson from Financial Aid provided an update on changes to the HOPE Scholarship. House bill 801 passed last year and changed how HOPE looks at STEM courses in a student's GPA. Effective fall 2017 when GPA is calculated for HOPE and for Zell Miller Scholarships, an additional weight of 0.5 is going to be added to approved science, technology, engineering, and math courses taken at eligible, post-secondary schools and does not apply to courses taken outside of Georgia. The 0.5 is only going to be applied to grades B, C, and D. The decision was made at the state-level that only certain STEM courses were going to qualify for this extra 0.5 weight and those tend to be 1000-2000 level courses. The STEM Weighted Course Directory provides a list of these courses; this can be found linked through the OSFA website. This new change does not apply to courses taken before Fall 2017. Students do not have to do anything to have this extra weight added to their GPA; this will be performed automatically by OSFA.

- Please see https://osfa.uga.edu/hope.html#STEM_Courses for more information.

Undergraduate Graduation Application for Fall 2017:
- The current practice for the Registrar's Office is to open the graduation application for a particular semester when registration for the semester opens. The fall 2017 graduation application, for example, opened on April 7.
- The Registrar's Office asked the group if this procedure for opening the graduation application is working and also asked when the Registrar's Office should email students about applying for graduation.
- Feedback on these questions was that the procedure for opening the application was working.
- Some RAC members preferred emailing students about the application after drop/add of the prior term, indicating that the sooner students are contacted, the better.
- The Registrar's Office indicated it is willing to open the application the semester before the semester they intend to graduate or when students meet for advisement for the semester in which they intend to graduate but that issues could possibly occur because this would mean multiple graduation applications could be open at the same time.

Examples of timeline proposal to be sent to RAC for feedback:

Graduation term	Drop/Add of prior term	Open graduation application	Registration begins	Send emails to students
Spring and Summer 2018	F '17 Aug 14-18, 2017	Aug 19, 2017	Nov. 3, 2017	November 2017
Fall 2018	Spr '18 Jan 4-10, 2018	Jan 11, 2018	April 2018	April 2018

Athena View of Holds:
- A graphic was provided for the group that shows what a student sees when he or she views his or her holds in Athena.
- For example, a student can see what process is affected by which hold.

- As a follow up from the February RAC meeting, the Registrar's Office asked if anyone had used the screen SFASTCA to try to help examine registration issues. Several attendees indicated that they had used SFASTCA.

Waitlist Notification Deadline:
- When Banner was implemented, waitlisting for courses was initiated as well. The waitlisting process includes a student adding his or herself to a waitlist for a course during registration. When a seat opens in the course, the student at the top of the waitlist receives an email indicating that a seat has opened in the course and that he or she has 18 hours to register for the course. If the notified students does not register for the course, that student is dropped from the waitlist and the next student on the waitlist is notified.
- The Registrar's Office asked the group if 18 hours was enough time for a notified student to register for a waitlisted class and inquired if they had heard any feedback on this time frame from students.
- The consensus among the group was that the 18 hours window is working.
- It was mentioned that when Banner is down over a weekend, that 18 hour registration window is extended.
- The Registrar's Office also indicated that documentation is being prepared for students to read about waitlisting that will be placed on the Registrar's Office website.

DegreeWorks Exceptions Access:
- Historically at UGA, a limited number of advisors have been approved to give exceptions in DegreeWorks. An exceptions workshop at Training and Development is then offered to those advisors to discuss the different types of exceptions and work through issues regarding exceptions. These workshops are offered quarterly.
- The Registrar's Office asked the group their thoughts on if there should be mandatory training for exceptions for approved users. The group agreed with this assessment.

Matriculation Term with a New Admissions Program:
- There is a new issue with DegreeWorks that was recently encountered that primarily impacts students who are finishing an undergraduate program and are going into Pharmacy (moving from one level to another).
- Right now, when a student goes to a new level, they are given a new matriculation term.
- An example was provided for the group for this issue.
- In the example, a BS Biology student with a matriculation term of 201308 is presented. The student has been accepted for a future term, 201708, in Pharmacy.
- DegreeWorks can only pull in one matriculation term at a time, and it is always the most recent matriculation term. DegreeWorks then populates that matriculation term to all of the DegreeWorks audit. So for this student, the Pharmacy matriculation term is being applied to the Biology major. This creates incorrect information for the student.
- This will be an on-going problem because the undergraduate experiential learning requirement is based on matriculation term. The BS Biology student should not have experiential learning based on the 201308 matriculation term, but does because the 201708 Pharmacy matriculation date is being pulled in to DegreeWorks.
- A solution is being sought for this issue with EITS. For now, the work around is to handle the issue with an exception in DegreeWorks. If you see this issue, please contact the Registrar's Office at degreewk@uga.edu.

- This issue could potentially impact graduate students, especially if the issue is not corrected before the time when graduate students begin using DegreeWorks.

New Audit Registration Process:
- The new process for registering for a course as an audit can be found on the Registrar's Office website at http://reg.uga.edu/policies/auditing_a_course. This page includes instructions for undergraduate and graduate students.
- The Registrar's Office noted that the UGA Bulletin now does clarify that only instructor approval is required for permission to audit a course. This is also noted on the Permission to Register for Audit form.
- Questions from advisors about this process can be sent to regsupp@uga.edu. Students with audit questions can email reghelp@uga.edu.

Reporting Demo:
- When Banner was implemented, the question emerged regarding data reporting and how FERPA obligations were being carried out with regard to sharing data. It was determined, after being vetted and approved by the Office of Legal Affairs in the summer of 2015, via a memo for Vice President Chester, Vice President Shrivastav, and Dr. Hathcote that the University's position and interpretation of FERPA was to distribute data based on a legitimate educational need to know.
- The Registrar's Office was then charged with implementing this interpretation and determining a way to fulfill the "need to know" requirement. The Registrar's Office has since been developing a reporting method to distribute data by school or college. It has taken much time to develop this feature of data report distribution. The active, eligible data block was tackled first by the Registrar's Office for implementation of the "need to know" requirement.
- Testing has finished up with the first phase of this process and a demo is ready to show to campus.
- The Registrar's Office then recognized several RAC attendees who assisted during the testing process. Those recognized included Matt Head, Cara Simmons, Jennifer Patrick, and Kellee Green.
- Right now, there are 4 data blocks that all provide essentially the same information. This has caused some confusion and issues with maintenance. The goal is to have one master data block from which reports can be built and ran.
- Enhancements that were requested from across campus were incorporated into the functionality.
- Summer is the target to have the data block go into production. It will go into an existing folder (Registered Student) so those with access to the folder will see the data block, and it will be described via an email how school/college access in the data block will work once it goes into production.
- The existing data blocks will be available for a short time after the new data block goes into production. It will be one perhaps one to two months following this move to production before these existing data blocks are removed.
- A demo of the new reporting feature in Argos was then provided by the Registrar's Office for the group.
- Further questions about the new reporting data block should be directed to the reporting team at the Registrar's Office at regtech@uga.edu.

Registrar's Office Contact List:
- An updated contact list for the Registrar's Office can be found here.