

Registrar's Advisory Council
Minutes of the October 2, 2018, Meeting
Caldwell Hall, Room 302, 3:30 p.m.

- **Banner 9 Upgrade:**
 - See the [PowerPoint](#) regarding the Banner 9 upgrade.
 - Banner 9 training labs are available on the Training and Development website for faculty and staff to attend.

- **Change in Bulletin Cycle:**
 - Changing from two Bulletins per academic year (fall and spring) to one Bulletin for the entire academic year.
 - Benefits of one Bulletin: Reduces confusion concerning requirements and expectations for students, advisors, faculty, and staff; Brings UGA in line with practices at other USG, peer, and aspirational institutions; Reduces workload on departments, schools/colleges, and administrative offices.
 - Change to one Bulletin is effective fall 2019. The spring 2019 Bulletin is the final spring version of the Bulletin.
 - Deadline to submit changes for the fall 2019 bulletin will be early spring 2019.
 - Fall 2019 (academic year 2019-2020) Bulletin will be available prior to summer 2019 Orientation.
 - Changes to the Bulletin after it is published will be kept to a minimum and restricted to correction of errors and updating of contact information.

- **DegreeWorks Reminders:**
 - DegreeWorks will display the status of a student's Experiential Learning requirement in the audit as either "in-progress," "completed," or "required." The status is based on non-course activities as well as course work, including Field Study and Study Abroad. A status of "completed" will remain with the student regardless of major or school/college changes, negating the need for any exceptions. An "in-progress" status will still show a green check off.
 - The Registrar's Office is working closely with Admissions to improve the transfer articulation process for transferring students in regard to attributes on equivalent courses. If you see a course applying in an odd area or satisfying a requirement incorrectly, please notify the Registrar's Office at degrewk@uga.edu.
 - Refrain from making exceptions while programming of the new Bulletin is in progress. Making exceptions during the programming period may cause exceptions to be lost or unhooked. A reminder to refrain from making exceptions during this programming period will be added to DegreeWorks email notifications. In addition, it is best to minimize the number of exceptions being applied to intended majors as they will be unhooked once students are accepted into the full majors.
 - The Registrar's Office is looking into a solution for freezing audits once a semester to eliminate the need to store pdf copies.

- **Fall 2018 Graduation Information:**
 - The deadline to apply for fall 2018 graduation that guarantees a student's name in the commencement program was October 17, 2018.

- The Graduation Fair was held October 2-3 at the UGA Bookstore. Students were able pick up their first round of tickets at the Bookstore on these dates and then can pick them up at the Office of the Registrar October 4-November 14. If there are any extra tickets left after ticket distribution, an email will be sent to students in early December.
 - Undergraduate Commencement Ceremony is December 14 at 9:30 a.m. The Graduate Commencement Ceremony is the same day at 2:30 p.m.
 - Clear Bag policy is effective for guests at the December 2018 ceremony. More information can be found on the commencement website: <https://commencement.uga.edu/>.
 - Students who are not enrolled for fall 2018 but have passed a test requirement toward graduating in fall 2018 can apply to graduate in fall 2018 in Athena.
 - Departments can pull their own graduation rosters after the October 17 deadline to apply for fall graduation passes and before the end of October.
 - The Honors job will be run for the commencement program after the graduation application deadline.
 - Students can pick up tassels at the UGA Bookstore. Latin honors tassels are based on the student's current overall GPA. New Latin honors requirements are also in effect beginning this fall 2018 semester. Those new requirements are located on the Registrar's Office website: <https://reg.uga.edu/students/graduation/>.
- **From the Floor:**
 - The Registrar's Office will determine if the advisor to student relationship found in SAGE Management can be made available in Banner. The Registrar's Office will also see if the placement of advisor names in Athena will make the name search function work.
 - If helpful, Curriculum Systems can send a list of Double Dawgs students to departments. Testing of the Double Dawgs application is ongoing. One of the items being tested is adding a Double Dawgs attribute that will display in DegreeWorks when the student has been admitted to or has indicated an interest in a Double Dawgs pathway.
 - Students interested in a Double Dawgs pathway combination of programs that is not an existing approved Double Dawgs program should use the contact information found on the Double Dawgs website to contact the undergraduate and graduate programs to find out more about creating a new Double Dawgs program specific to their interests. The departments can use the online Double Dawgs proposal process to submit and have approved the new Double Dawgs program. Curriculum Systems has staff available to assist departments with this process.
 - If a student does not complete the undergraduate portion of a Double Dawgs program in the average four-year timeframe, the department will not receive the funding for the Double Dawgs program. However, the student can still complete the undergraduate and graduate programs.
 - If a student is a Double Dawg and is receiving a graduate assistantship, the student will still be considered a Double Dawg, but the department will not receive the Double Dawg funding.
 - With the Banner 9 upgrade, only Banner INB is currently changing. Banner 9 Athena SSB will be implemented in the future, but no specific date has yet been set.