

**Meeting of Regents Advisory Committee on Records and Admissions (RACRA)
April 12, 2006
Macon State College**

On April 12, 2006 the Regents Advisory Committee on Records and Admissions (RACRA) held a joint meeting with the Regents Advisory Committee on Student Financial Aid (RACSFA) and the Regents Advisory Committee on Accounts Receivable (RACAR) at Macon State College. This joint meeting was followed by the regular meeting of RACRA.

Mark Taylor (RACRA) recognized the RACSFA and RACAR chairs: RACSFA- Janelle Handcox- ABAC, RACAR- Debbie Powell, Ga Southern.

The joint meeting was called to order at 10am.

Diedra Williams, International Services Coordinator for the USG Office of International Education, presented on Study Abroad Issues and USG institutions collective responsibility for study abroad. As part of the Regents Strategic Plan, each institution has established targets that will result in 6,177 students participating in study abroad programs by 2007 (equivalent to 25% of students earning undergraduate degrees).

Feedback was received at the Study Abroad Transient Student Workshop which resulted in the following outcomes:

- Creation of Transfer Credit Approval Form
- Craft Guidelines to Simplify the Financial Aid Process:
 - improve study abroad information and FAQs on the Financial Aid websites
 - build bridges between offices and institutions, a consortium
 - establish guidelines, policies and regulations and establish standards and controls to ensure aid is properly awarded and disbursed.

STARS (STudents Abroad with Regents' Support) Study Abroad Funding Programs
In 2003, the Board of Regents created several new financial support programs in to assist students in pursuing academic studies in other countries. These programs are funded jointly by the Board of Regents and each of the 34 colleges and universities in the University System of Georgia.

Banner 7 Update, Symposium, Karen Nunn, OIIT

OIIT is on schedule with the release of Banner 7. OIIT is planning for a June release. There are eleven beta sites and OIIT is expecting a solid release of Banner 7. There is a common testing environment available for those interested in early access. The Banner Browser was distributed with reference made to the CBTs accessible through SunGard. These CBTs offer documentation and training materials. GA Summit is September 20-22 at the Hyatt in Savannah, Georgia. May 15 is the final call for summit presentations.

GA College411, AXIOM, Tonya Lam and Rich Loftus, Board of Regents

GA411 went live with 19 participants collecting over 2000 applications in three months. It is well received by the high school counselors with 69,000 accounts having been created by many students and guests. There are two ways in which to download the application data into banner:

- Using the self-service option in baseline banner (www.usg.edu/banner, select business processes tab)
- Using the 3rd party software AXIOM an interface to load data into banner. There are currently eleven institutions on the waiting list for AXIOM.

Rich Loftus, Board of Regents, communicated to the group that ZAP and TouchNet have resolved the payment problems. Payments are now coming through TouchNet. Accounts Receivables and Admissions must work together to synch the download. Download links are posted at the banner website. There is a request that ZAP move to E-Check.

Effective fall 2006, the financial aid component of GA411 will be available for students to apply for HOPE, grants and scholarships. Georgia Student Finance is moving to this site.

2006 Legislative Session Updates, Tonya Lam, Board of Regents

The legislative session closed last week with the following items:

1. Calculation of the HOPE GPA – Wanting to see honors included - Not passed.
2. Ga Student Finance approve Georgia Gwinnett College can have HOPE and mandatory fees.
3. Undocumented Students – Regents not aware of direct impact on what institutions do. Any student applying must meet admissions standards. Nothing has changed.
4. Guaranteed Admissions at USG – Cathy Hudson presided and presented a clear picture of what this would mean for all of the institutions. This went to committee and stopped. Regents will continue to watch this issue.
5. Write off of certain uncollectible debts – no change to the current practice.
6. Carry forward fees collected from indirect costs such as continuing education fees – passed.
7. GA Higher Education Facilities Authority – passed and gives leverage for new facilities and renovation.

Consolidation of Banner System Services at USG Institutions – Rich Loftus, Board of Regents

There are six volunteer institutions participating in the consolidation project where the Regents is housing the database in Athens, Georgia. The test is being released to the six institutions to test. There will be a functional group to work through process and looking into 3rd party vendors to run jobs.

Is the APWORX system a system wide deal? APWORX is a workflow application. The Board of Regents is looking into negotiations and Tonya Lam will check on the status.

There are plans for other institutions to participate in the consolidation plan in the future. There will be stages where future consolidations will take place. There will be five more institutions in the 2006 year with funding needed for future plans. There is ongoing exploration of future consolidations.

MIF Project Update – Tonya Lam and Rich Loftus, Board of Regents

The MIF – Multi-Institutional Functionality project is postponed due to consolidation. The Board is looking at SunGard for solution with APIs a possibility.

Academic Data Mart, Rich Loftus, Board of Regents, Lori Fernandez, OIIT

Rich called on Cathy Hudson to report. There is one change. Beginning fall 2006 unknown will be a valid code for race and ethnicity. However, in the future, if the proportion of unknowns is great then there will be a need to collect this data.

Question regarding academic data mart training was answered by Lori Fernandez: The March training was rescheduled for April or May.

Residency Issues, Cathy Hudson and Tonya Lam, Board of Regents

The Georgia State Department of Audits has identified a studies of how institutions identify nonresident and residence. They will collect six years of SIRS data and look at thirty different data elements. They will identify examples and explore further.

The Board of Regents have been looking at the tuition residency policy. There is a proposal for changes in the policy and will be on the agenda for the May board meeting. If approved, the changes will be effective for fall 2007.

In a February 14, 2006 memo referenced to the following question: How do we evaluate students who gain permanent residency status? Under the current policy, the student is eligible for consideration up to the point they apply for status change.

Residency policy changes to be forwarded to the May board agenda were discussed. Some highlights were shared.

- “Relationship” versus “dependency”.
- Added glossary to define “dependent student” under the age of 24.
- Looking at students intent to moving to Georgia. Must provide clear evidence of moving to Georgia. Suggest waiver while pursuing domicile in Georgia.
- “Spouse” was included in the proposal.

Let it be recorded that the **Regents Advisory Committee on Records and Admissions - RACRA** be the sounding board and advisory mechanism on future issues before moving to the board agenda with changes. Regents Officers so noted the request.

Student Health Insurance Requirement, Tonya Lam, Board of Regents

All University System of Georgia institutions are required to participate in the Student Health Insurance program negotiated by the USO. Students in the categories listed below are required to have insurance that meets the minimum standards set forth in the plan.

Students who are not covered by under another policy (employer, a parent or spouse) must purchase the USO negotiated policy. Institutions at their choice may require all students to have health insurance.

The following students are required to have health insurance that meets the minimums in Plan 1.

- All graduate students receiving a Full Tuition Waiver as part of their graduate assistantship award.
- All undergraduate, graduate and ESL international students holding F or J visas.
- All undergraduate and graduate students enrolled in programs that require proof of health insurance.
- All graduate students receiving fellowships that fully fund their tuition.

The url for the site is: http://www.usg.edu/student_affairs/faq/health/ to read more about the program.

The joint meeting adjourned at Noon for lunch. The RACRA meeting will reconvene at 1:00 p.m. following lunch.

**Meeting of Regents Advisory Committee on Records and Admissions (RACRA)
April 12, 2006
Macon State College**

Mark Taylor, RACRA Chair, called the meeting to order at 1:00 p.m.

Introduction of new personnel and guests were made.

Approval of the Fall 2005 Minutes

The minutes of the November 17, 2005 meeting were approved.

Disaster Recover and Contingency Plans, Ana Edwards, Georgia College

The question posed to the group was who all have recovery agreements with other institutions if your system were to be unavailable for an extensive period of time and you needed to be up and working? No schools have such an agreement. Tonya Lam spoke to the question and suggested we invite IT representative from the Regents Office to speak this November on this topic.

Campus Safety and Screening Applications for Admissions, Betsey Neeley, USG

Ms. Neeley spoke to those institutions collecting and conducting background checks on students who disclose their criminal background on the admissions application. Institutions cannot be negligent with the information they collect. There must be guidelines and policies in place, such as a committee to oversee the decision making process on applicants. The USG has looked into a firm who can conduct criminal background checks for institutions. This is a pilot, and Ms. Neeley would like feedback from the group. This third party firm would take 2-3 days to respond with the national background check. There were four institutions currently represented who are not

collecting the background checks. Note: Institutions are liable for the information they collect and will be held responsible and liable if you collect the information.

Special Characters and How They Affect VISTA, Jill Hyche, OIIT

The issue is the speed of the load to VISTA due to special characters such as / * which need to be resolved in the course titles. The bulk of the data is coming from the catalog and needs resolution. Jill will poll the group on catalog changes which cause the problem to find a timeframe for loading the data. Handouts: USG Student Information Technology Survey (SIT)

Academic Data Mart, Rich Loftus, BOR; Lori Fernandez, OIIT

The datamart is expected to be out April 14. There has been an improvement in the load time. A course data workshop has been scheduled for summer 2006. SIRS will be submitted parallel with the datamart in summer 2006 because the type 2 records will need to be collected.

Rich reported that the CIR has a new business practice. The distance education form will be discontinued. The new functionality of CIR will be to use the banner events screen. The instructional methods field is being eliminated in 7.2 and has new field. The current dilemma is the need to update the "instructional method" field. If sections are using technology in the classroom, it must be reported. Summer is the targeted timeline for collection. The schedule type is being crosswalked and the 10, 11, 12 will be removed from STVSCHD to the GTVINSM form. Institutions will use a script to stripe the 10, 11, 12 in the catalog so it will not default in.

Updates / Changes to ISG Residency Requirements/Families Moving to GA Waiver, Tonya Lam, BOR

The current rule is that the dependent student provide documentation to support parent has full time employment and qualifies for the waiver.

Status of Regents Test, Tonya Lam, BOR

Tonya spoke on test alternatives being considered. She confirmed that no recommendations have come forward. Ideas being discussed are moving the Regents Tests from 45 hours to the beginning of the core course work . This would be used as a way to determine if the student needs specific courses, a way of assessing ENGL 1101 and 1102.

Georgia High School Graduation Exam Test Waiver Update, Tonya Lam, BOR

The concern from the group is the high school transcript and the words "Variance" and "Waiver". The words have different meanings. These words on the diploma are not the same as being graduated. Institutions should continue to look at the test scores to determine graduation. Tonya Lam and Cathy Hudson will follow-up at the Board level.

SAT Writing Test for USG Admission, Tonya Lam, BOR

No decision has been made at the board level. The scores must be in banner to collect the data.

Other Business, Cathy Hudson, BOR

Plus and Minus Grades

There has been approval for two institutions to pilot the plus/minus grading system for three years. The institutions are The University of Georgia and Georgia State University. This should not have any adverse effect on the transfer students.

COMPASS Retesting

Retesting of the COMPASS was approved. Every institution must allow retesting policy.

Old Business

Georgia Registry for Immunization Transactions and Services (GRITS)

GRITS site is not available. The sample immunization form is on the USG site.

http://www.usg.edu/student_affairs/faq/immun/

Degree Evaluation (CAPP)

Question was posed to the group as to how well CAPP is working for everyone. Response was low key with little enthusiasm for the product.

New Business

Plus and Minus Grading

Is the GPA going to be affected by the weighting of the grades? Yes. It was restated that transfer students will not be affected.

Writing SAT

Are there institutions requiring a minimum score for admissions? No. If ACT II then require writing.

RACRA Officers for 2006-2007, Mark Taylor

The new RACRA Officers are:

Chair - Ana Edwards, Georgia College & State University

Vice Chair - Dee Minter, Macon State College

Secretary - Steve Hamrick, Southern Polytechnic State University

The meeting adjourned at 3:00 p.m.

Handouts from the meeting are attached to the minutes...



University System of Georgia

**USG Study Abroad Enrollments
as % of 2007 Study Abroad Target**

	2000-01	2001-02	2002-03	2003-04	2004-05	2007 Target
Georgia Institute of Technology	65.6%	74.1%	66.2%	80.8%	82.7%	1079
Georgia State University	48.4%	63.8%	44.9%	60.3%	61.2%	688
Medical College of Georgia	0.0%	66.7%	150.0%	250.0%	291.7%	12
University of Georgia	73.0%	73.2%	82.8%	97.6%	106.1%	1682
Research University Total	65.6%	71.6%	70.3%	85.5%	90.5%	3461
Georgia Southern University	25.3%	58.2%	36.4%	33.7%	74.7%	368
Valdosta State University	32.0%	52.2%	44.5%	56.3%	56.3%	272
Regional University Total	28.1%	55.6%	39.8%	43.3%	66.9%	640
Albany State University	51.1%	18.2%	21.6%	51.1%	23.9%	88
Armstrong Atlantic State University	62.5%	66.7%	92.7%	122.9%	112.5%	96
Augusta State University	55.2%	66.7%	117.2%	133.3%	177.0%	44
Clayton State University	35.6%	66.7%	44.4%	48.9%	124.4%	23
Columbus State University	44.3%	30.6%	55.7%	49.7%	58.5%	183
Fort Valley State University	44.9%	66.7%	28.3%	7.2%	2.2%	138
Georgia College & State University	37.8%	41.3%	62.7%	52.7%	84.6%	201
Georgia Southwestern State University	166.7%	66.7%	128.6%	166.7%	128.6%	21
Kennesaw State University	39.5%	39.5%	38.4%	44.2%	63.1%	425
North Georgia College & State University	80.0%	56.3%	57.0%	72.6%	63.7%	135
Savannah State University	16.7%	16.7%	0.0%	25.9%	18.5%	54
Southern Polytechnic State University	9.4%	34.4%	28.1%	75.0%	28.1%	32
University of West Georgia	56.6%	66.7%	88.9%	106.3%	85.2%	189
State University Total	48.3%	46.6%	54.1%	61.4%	66.0%	1628
Dalton State College	15.0%	17.5%	25.0%	65.0%	37.5%	40
Macon State College	25.0%	30.0%	20.0%	40.0%	50.0%	20
Gainesville State College	58.8%	26.5%	47.1%	85.3%	76.5%	34
State College Total	33.0%	23.4%	31.9%	67.0%	54.3%	94
Abraham Baldwin Agricultural College	14.3%	14.3%	0.0%	7.1%	0.0%	14
Atlanta Metropolitan College	200.0%	66.7%	133.3%	0.0%	33.3%	6
Bainbridge College	30.3%	66.7%	48.5%	103.0%	24.2%	17
Coastal Georgia Community College	10.0%	5.0%	25.0%	25.0%	85.0%	20
Darton College	80.0%	66.7%	20.0%	6.7%	6.7%	15
East Georgia College	0.0%	66.7%	33.3%	55.6%	33.3%	9
Georgia Highlands College	4.3%	13.0%	4.3%	15.2%	39.1%	46
Georgia Perimeter College	28.4%	29.1%	34.8%	22.0%	29.8%	141
Gordon College	61.3%	66.7%	26.7%	40.0%	42.7%	38
Middle Georgia College	155.0%	160.0%	140.0%	50.0%	80.0%	20
South Georgia College	47.6%	90.5%	23.8%	4.8%	57.1%	21
Waycross College	240.0%	66.7%	160.0%	160.0%	66.7%	8
Two-Year College Total	44.4%	45.8%	37.6%	29.7%	38.5%	354
University System Total	55.4%	61.1%	60.4%	71.3%	78.1%	6177



Office of International Programs
University System of Georgia

USG Study Abroad Enrollments

	2000-01	2001-02	2002-03	2003-2004	2004-2005	2007 Target
Research University Total	2269	2477	2434	2958	3133	3461
Georgia Institute of Technology	708	799	714	872	892	1079
Georgia State University	333	439	309	415	421	688
Medical College of Georgia	0	8	18	30	35	12
University of Georgia	1,228	1,231	1393	1641	1785	1682
Regional University Total	180	356	255	277	428	640
Georgia Southern University	93	214	134	124	275	368
Valdosta State University	87	142	121	153	153	272
State University Total	786	759	880	999	1075	1628
Albany State University	45	16	19	45	21	88
Armstrong Atlantic State University	60	64	89	118	108	96
Augusta State University	24	29	51	58	77	44
Clayton State University	8	15	10	11	28	23
Columbus State University	81	56	102	91	107	183
Fort Valley State University	62	92	39	10	3	138
Georgia College & State University	76	83	126	106	170	201
Georgia Southwestern State University	35	14	27	35	27	21
Kennesaw State University	168	168	163	188	268	425
North Georgia College & State University	108	76	77	98	86	135
Savannah State University	9	9	0	14	10	54
Southern Polytechnic State University	3	11	9	24	9	32
University of West Georgia	107	126	168	201	161	189
State College Total	31	22	30	63	51	94
Dalton State College	6	7	10	26	15	40
Macon State College	5	6	4	8	10	20
Gainesville State College	20	9	16	29	26	34
Two-Year College Total	157	162	133	105	136	354
University System Total	3423	3776	3732	4402	4823	6177

Banner Browser

Banner Project Team Update



Georgia BEST
 Georgia Banner Enhanced System Team,
 A Project of the University System of Georgia

A Publication of the GaBEST Banner Production Support Group

March 2006

Access Workbooks and CBTs on Symposium

SunGard SCT's Symposium provides a secure online community where you can access workbooks and computer-based training materials (CBTs) for Banner 6 and Banner 7. Symposium allows the University System to take advantage of the GaBEST purchase of SSCT CBTs. The contract allows institutions to access CBTs for all SSCT-contracted products. To access the materials on Symposium, follow the instructions at the bottom of this page.

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1. Go to the Symposium site at:
<http://symposium.sct.com/cp/home/loginf>
2. Use your current SunGard SCT Customer Support Center user ID and password to log in to Symposium. If you do not already have a user ID and password, you can create one from the Customer Support Center site at:
<https://connect.sungardsct.com>
3. After logging in to Symposium, you can access tabs for Services, SCT Banner 6 Workbooks, SCT Banner 7 Workbooks, SCT Luminis Training Materials, and SCT Banner CBTs.



USG Student Information Technology Survey (SIT)

Last summer Advanced Learning Technologies (ALT) completed surveying USG faculty on their use of course management systems (CMS) and how they perceive and utilize this mission-critical resource. More than 3,200 faculty from 33 USG institutions participated, making it one of the most successful USG faculty surveys. As a follow-up to this important information, ALT has planned, and is deploying, a Student Information Technology (SIT) survey, based upon similar studies by ECAR (the EDUCAUSE research branch) and the University of Michigan.

Administering such a survey among USG students would allow us to explore how their technological sophistication matches with those of the ECAR national study.

Since so much of future online instruction and hybrid course development for the entire System depends upon the success introducing increasingly complex educational and instructional technology, learning about student responses to their current experience and expectations regarding current technological efforts would benefit the implementation process as well as allow for planning for future initiatives. We believe this survey will allow us to collect and analyze data on three main research areas:

1. Collect and analyze data on the levels of technology assimilation, expectation, and use among USG students.
2. Use data to inform development of support, services, and training within the USG to improve student retention, success, and satisfaction within USG institutions.
3. Use data to inform strategies for encouraging USG administration and faculty to adopt study principles within their curricula and courses.

At the present time, twelve institutions are surveying their student body and more than 4,500 entries have been tabulated. We are contacting, and seeking liaisons, with many of the remaining USG institutions.

If you believe this type of data would be of importance to your institution, please contact Dr. Hilliard Gastfriend (contact information, below) for more information or to see if a liaison has already been selected.

Thank you for your cooperation with this important survey.

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