

**Meeting of Regents Advisory Committee on Records and Admissions (RACRA)
November 16, 2006
Macon State College**

Ana Edwards, RACRA Chair, called the meeting to order at 10:00 a.m.

Introduction of new personnel and guests were made.

Approval of the April 2006 Minutes

The minutes of the April 2006 meeting were approved.

System's Disaster Recovery Plan

Mark Demyanek, Board of Regents

Mr. Demyanek emphasized the importance of disaster planning and what the system office is doing in this area. The system office is a major player in the state plan.

In the past, we've dealt with fire, tornados, floods, and power failures (loss of data). Records were lost in a fire at UGA. Coastal areas are at risk for hurricanes. The system office has experience in dealing with these issues.

Three areas: Natural, Man-made (terrorist, pandemics, hazmat releases) and Business disruption (IT related issues).

Some issues that are included in reacting to a disaster are, "Who is registered, who is in class, how to recover from lost instruction time?" It is important to plan a means to track all of these kinds of things.

Priorities: Personnel and life safety; clear and timely communications; facility equipment and asset protection; business continuation. Student affairs, records, admissions, etc should be part of the planning and preparation for these.

Communication: System office has been looking at mass communication systems to facilitate communication with campuses which is still in the developmental stage. Local warning devices are not available on all campuses.

One of the chancellor's top ten priorities is emergency operations planning. Templates are being established for cabinet level communications, business continuity plan, developing partnerships (local communities), periodic drills, and accurate record keeping.

A system-wide program does exist. Stand by contractors have been selected and will respond within two hours to stabilize facilities and protect assets.

Lessons learned: Establish communication expectations early; predefine personnel and equipment rates; determine insurance coverage strategy; emergency stabilization versus reconstruction; involve user groups in recovery plan.

A question and answer period followed the presentation.

Guaranteed Tuition Plan

Tonya Lam, BOR

Ms. Lam explained the new guaranteed tuition plan. Some high-lights:

Fixed for 4 was implemented fall 2006. Two rates exist: Guaranteed and non-guaranteed.

Entering freshmen are guaranteed a rate for 12 consecutive terms (four years). Beginning with term 13, will be charged the current entering class rate. Rate will change each subsequent year.

Non USG transfers are fixed for 6 consecutive terms. Transients will be charged the GTP rate (not fixed). When they come back, they go back to the fixed rate with the term counting.

Student attributes are used to classify students for fee payment. Important to use the attributes provided by the system office. Non-degree codes have not yet been released. Bursar received these codes. Attributes have to be manually expired. DTAE are non-USG schools.

Admission sets the attribute based on classification determination (sometimes by way of IT help). Assignment is made at the time of application processing. Timely assignment of attributes is very important for financial aid so award offer can be made using the correct amounts. The attributes does NOT print on USG transcripts.

There could be changes in the future as this program develops.

Scripts have been written at some campuses to find students with missing attributes. Scripts to identify expired attributes also have to be written.

Appeals process is campus responsibility, as is FAQ and GTP guarantees greater than 4 years (five year programs for example).

Plans for the future may include eliminating the non-guaranteed rate. See handout for flow charts and additional details.

A spirited discussion followed the presentation.

A great deal of confusion is associated with this program. RACRA recommends keep it simple. Make it 4 years for everybody. Get rid of non-guaranteed rate.

Georgia Virtual School Program

Harriet Langford, Guidance Counselor for the Georgia Virtual School program from the Georgia State Department of Education.

Ms. Langford informed the group about the virtual school program. This is not a self-paced credit recovery program, but rather a state department of education sponsored college prep and advanced placement program for public, private, and home-schooled students. The program is available to all schools in Georgia. Students from anywhere in the state can participate in courses from this program which are taught by Georgia certified teachers.

The program's purpose is to provide availability for advanced placement to ALL students across the state. Every student who is determined to be eligible can earn at least one free unit of credit. The maximum is two units, but there is a charge for the second unit. The courses are teacher taught, not self paced. There are rigorous course reviews in place. Students score above the state average on AP exams.

The program does not issue AP or any other type of diploma and there are no plans to begin doing so. The program provides a printable numerical grade to the school.

Requirements to enroll vary per school policy but the decision is based primarily on the recommendation of the counselor. Students are encouraged to enroll earlier rather than later.

More information can be found at: www.gavirtualschool.org

XML USG College and High School Transcript Update

Tonya Lam, Cindy Taylor, BOR

Cindy Taylor presented general information about the time line for XML transcripts. There will be training sessions in February and March. Registration is first come, first served. A power point presentation is available on line at www.usg.edu/banner/training.

Institutions can use the USG academic transcript (ZHRTRTC) until GaMods 7.3 is installed. This release decommissions ZHRTRTC and the GaMod immunization forms and migrates immunization data to the GAOMEDI form.

Printing transcripts on paper will take some adjustments after 7.3 is implemented.

Some banner forms won't be updated automatically (like SOAPCOL). But plans are being developed to make those improvements.

Georgia Gwinnett College and Transferable Credits

Philip Hawkins, Georgia Gwinnett College & Tonya Lam, BOR

Mr. Hawkins described GGC's current status. High-lights include:

- They now have a catalog.
- 118 is the current enrollment.
- They are staffed to deal with about 100 students.
- They are planning to have a much larger student population next year.
- There are 13 faculty members.
- They started on version 7 of banner, so upgrading won't be a problem.
- Financial aid is available, but not federal.
- Hope is available.
- They have some scholarship funds and are using alternative loans.
- Their federal aid application is in process parallel with sacs.
- SACS: in progress. Currently in candidacy. Will be a candidate by June at the earliest (if all goes perfectly). June 2008 is earliest for full approval.

- What do USG institutions do about transferring courses from GGC? Sacs didn't answer this question directly. It is up to individual institutions to accept credit in the mean time. Courses are built to sacs standards.

- The system office plans to draft a form that says that key issues are validated and will address transfer credit.

Banner 7.0 Update

Karen Nunn, OIIT

Karen was embarrassed to have to adjust the microphone. The end of December is the deadline to upgrade to banner 7. Some institutions have already upgraded. There are some resources on line to help.

The major changes in banner 7 have to do with curricula.

Some won't make the deadline. OIIT is aware. Must be done by Jan though for several reasons having to do with later downloads and upgrades.

New Residency Policy Interpretation

Tonya Lam, BOR

The new policy becomes effective 1 Aug 2007. We are moving away from term residency and are using "tuition classification". The draft policy is posted on the web. The policy returns to a dependency relationship rather than a personal relationship (lives with etc). A section on non-citizens has been added. F1 and J1 are eligible if they've applied for permanent residency. They would not be classified as in state, but rather given a waiver until citizenship is approved. This forces a follow up until the issue is settled. Many that were classified as residency will be waivers.

The definition of domicile needs clarification.

There will be a system residency application form which will be available on GA411.

The policy addresses giving benefits to undocumented aliens. Colleges cannot participate in the selection of an individual (for scholarships etc) based on their undocumented status, though they can award scholarships if provided by third parties. See the draft for additional details. The last date an illegal immigrant can hold such a waiver is July 1st. If a student already has the waiver, they can't keep it past 1 July.

Academic Data Mart

OIIT, Lori Fernandez

Why ADM?

- To move away from the silo mentality
- To promote data security
- To enhance institutional self service
- To provide value to institutions and the system office and for external accountability.

FDM, HRDM, are already on line. ADM is in process.

ADM is more complex, but has more benefits including process improvement, integrated data, and self service reporting.

The goal is to decommission SIRS CIR and RUR.

The major issue currently being addressed is the validation of data. Institutional help is needed badly in this area. It is important that institutions help identify requirements for the next release.

Validation workshops in Athens are tentatively scheduled for Dec 5 and 6.

Future plans:

- More communication

- ADM 2.8 release end of March 2007
- ADM data certification strategy
- Dual submission again for spring

For the time being, consider the due date to be the old census date in banner and the acceptance date is the date the data is made official.

GA 411 Application

Kris Biesinger, BOR

Statistics sheet on GA411 shows 8421 applications currently in the system. Citizens and counselors seem to like it.

Counselors want:

- To be able to complete counselor recommendation forms on line
- Applications from ALL USG schools available on the system

Counselors are using the center and taking notice of the status of applications (including download status). Counselors are working on sending transcripts electronically.

The governor also likes this portal.

The time line is in the handout.

USG recommends we ask about criminal records. This needs to be on the paper application. Tonya will ask the legal office to send out an official statement about this.

HOPE Changes for 2007

Pat Barton, BOR

This year, weighted classes other than AP and IB will be stripped out of the HSGPA and IB and AP will only get .5 weight.

The previous method of calculation only counted required classes. Now, all attempts will also be included. For example, if a student attempted algebra 3 times before finally passing with an A, all attempts are calculated into the HOPE GPA.

If students have HOPE eligibility questions, they should be referred to GA student finance for answers.

An issue that is important to the chancellor is need based aid.

Old Business

None.

New Business, Questions, Discussion

None.

Our spring meeting will be sometime in the first two weeks of April and will include the financial aid group.

Adjourned.