

Snack Club 11/14/06

Chris opened the meeting by asking everyone in attendance to introduce themselves.

### **Diplomas Update – Chris Meiers**

- The Registrar's Office will begin to print all diplomas for the University beginning in December.
- The benefits will be quicker turn around time and our diplomas will be correct.
- We will e-mail when they are available and students will have two weeks to pick up. If they respond to the e-mail we will mail their diploma to them at the requested address at no charge. There will be a charge for an international address.
- Q. If they have already confirmed their address, will you go ahead and mail it to the student or do they need to reply? A. We will go ahead and mail, but these will be handled on a case by case basis.

### **Residency Determination Email Update – Chris Meiers**

- We have started sending out residency determinations by e-mail. We started doing them by mail about 1 year ago. We've just started playing around with this, but have been getting back about 15% due to multiple e-mail addresses, but we're doing some things to try to work this out.
- If you have questions, please refer them to our office.
- It is generating more responses due to the ease of e-mail.

### **New Online Forms for Class Scheduling – Chris Meiers**

- Forms are located at <http://www.kumc.edu/studentcenter/regfacstaff.html>
- If you are a timetable person, please e-mail Chris for access.
- A couple notes about the forms
  - If you know the SAID, give that, if not, submit last 4 digits & m/d of birth date. There are 4 forms.
  - On change class section form – only change what you need changed.
- This will not replace the regular timetable update sheets you get in the mail. These are only for changes made after the fact. We want the form standardized.
- Christy Benson will respond by e-mail if she has questions.
- Q. When is summer/fall coming out? A. Middle of November

### **Global Application for Admission – Chris Meiers**

- PeopleSoft SAKU project team is working on a solution for on-line applications.
- Working on a global application for use on our campus and let others use also.

### **Sharing, Announcements**

- Yesterday was the last day for withdrawals.
- AFD deadline 12/1
- Today begins new readmit, current students enrollment

- Spring AFD's are open now (2/15 is the end date)
- Dec. 15<sup>th</sup> is the last day of class and rosters are available 12/11, due 12/21.
- GRE scores in grad office...call Valerie at 1258 or Leona at 1257
- Cheryl Pace – they finished the email account deletions yesterday.
- Chris announced they are creating a system for past students to authenticate themselves (for ordering transcripts, etc.) This will give them access to web based resources.
- Marcia announced that students in the graduate school must be enrolled the semester they intend to graduate.
- The GTA/GRA list is due 12/1
- Adam Keener is a new face you will see around campus. Health Policy & Mgmt.

January 9<sup>th</sup> is the next meeting.