FY Block Enrollment Updates
Paige Age, Academic Advising (See PowerPoint for additional details)

- Paige wanted to give a huge thank you to the SSMs for their help during this process.
- This process is almost complete. Only a small number of students are left to enroll in a second course or make other small adjustments.
- Students can swap or drop these courses as needed, and this will be communicated at Orientation.
- July FY enrollment window: remaining seats will be equally distributed across these four enrollment blocks.
- If you have any questions in July about your seat counts, please reach out to Paige.
- By 10am August 5th all FY reserved seats will be released (contact Rene Sherman with questions about that process).
- July 31st at 10am is when all FY students have registration access again at the end of the FY enrollment process.
- FY advising hotline: 919-238-6333 – available between 8am and 5pm during any open enrollment window for FYs. (See PowerPoint for enrollment windows.)
- Advising is happy to assist FY students in determining the best schedule based on transfer credit awarded.

Infoporte: Demo, Updates, and Feedback from SSMs
Sally Lakomiak, Enterprise Reporting and Departmental Systems (ERDS)
Dan Kelo, Enterprise Reporting and Departmental Systems (ERDS)

- Infoporte support tickets route to Sally and Dan.
- How to get access: documentation on https://ccinfo.unc.edu/home/access/
- Similar student reports: Term Enrollment, Degree Candidates, and Degree Recipients
- Class Scheduling Reports tabs: SAS-VA based, multiple report options, slightly different filter set up from the above.
- The team wants to know if the reports are useful, where your pain points are, and what you’d like to see in the future.
- They may ask for volunteers from this group to assist with renaming reports or other information about how end users use these reports.
- If you have suggestions for how best to communicate changes to this group aside from the usual listservs currently in use, please email Nick Siedentop.
- The group requested major GPA as an option within one of these reports (like term enrollment). If you have other items that are missing in these reports, send those requests to Nick Siedentop who will pass them on to the ERDS team.
- In an effort to improve the user experience, the ERDS team adjusted major selection in the Term Enrollment tab to be a tree so that it is easier to search for and select specific majors. There is also an option for AND/OR operator on the Term Enrollment tab. Most
SSM in the room are looking for all their majors (including first and second majors), but some do want the ability to see first or second in separate reports.

- A request was made for an ability to customize and save a set of query filters, and this functionality is available:
  - Bookmarking – Within InfoPorte, set the filters for a report you run frequently. Then use the Bookmark button (top left: 📖), and it lets you name the report and save it. See PowerPoint slide for further details. (Not available for SAS-VA Class Scheduling reports)
- A request was made for a “NOT” operator to exclude certain majors from your selections.
- Nick Siedentop will follow-up with Dan and Sally regarding the missing “check-out” status field on the Term Enrollment report.

**News from the Office of Undergraduate Curricula:** (See PowerPoint for additional details on each category)

- **Course Evaluations**
  - If you run into any questions or issues, contact Heather Thompson for help. You can also always refer anyone to cas_evaluations@unc.edu which is monitored by Heather as well as other OUC colleagues.
  - Maymester reports now available, Summer I reports available on or after June 30.

- **IDEAs in Action General Education Curriculum**
  - Fall 2021 roll out of the new curriculum
  - **Implementation Team**
    - Smaller groups to cover specific issues and priorities
  - III Pilots being offered: 5 in Spring 2019, 3 in Fall 2019
  - Course submission process, 2019-2020 Academic Year
    - Just for existing, active courses to be approved for new curriculum, full details of the process can be found on the OUC website
    - Review resources are provided in the department’s OneDrive folder
    - Faculty Liaison list can be found on the OUC website
    - Two deadlines – Phase #1 for higher priority courses (Oct), Phase #2 for lower priority courses (Feb)
    - In November, you’ll receive a summary report of what was submitted in Phase #1.
    - New courses for IDEAs in Action can be submitted for the October 15, 2020 deadline.

- **CIM-Courses:** reminders and helpful tips
  - Workflow has required and optional steps
  - Two different ways for rollback to work, to a step in workflow or to the initiator, which takes it out of workflow and workflow must be started again (it may be helpful to provide instructions for faculty when using this rollback option)
Enforced prerequisites: requests to create new courses and revise existing courses all have requisites enforced by default. Since this is checked automatically, be sure to check this every time you submit.
  - If you missed this, you can request that the enforced prerequisite be changed back to not enforced with DUS approval. Have your DUS email the curriculum team at [curriculum@unc.edu] with this request.
  - There is a query to find all enforced requisites (see slide 24)

We are looking into voting options within CIM and Reporting options. If there is reporting you would be interested in, let us know.

For workflow steps with multiple roles, you can limit the email notification to a single person to avoid confusion and preemptive approvals. The key will be communication.

- CIM-Programs: coming soon!
  - Rollout is currently projected to be ready for the October 15, 2019 deadline.
  - If for any reason the form is not ready, OUC will communicate with departments and the currently in place process will be used for 2019.

- 2019-2020 Catalog, new features
  - Course Search tool added last year: https://catalog.unc.edu/course-search/
  - Program exploration tool added last year: https://catalog.unc.edu/undergraduate/programs-study/
    - Quick view feature planned for next year
  - NC Community College Pathways documents moved to Catalog this year: https://catalog.unc.edu/admissions/undergraduate/nccc-transfer-pathways/
  - We are working on development of an API for WordPress to pull course lists directly from the catalog to your department website. We will be seeking pilot participants soon.

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Next meeting: Wednesday, September 11, 2019 @ 1:00pm in Toy Lounge, Dey Hall

Previous agendas, minutes, and SSM resources: https://curricula.unc.edu/committees/ssm/