

University Senate Minutes

Fargo, ND 58105

North Dakota State University

April 11, 2005

University Senate Meeting Minutes April 11, 2005

The University Senate met at 3:30 p.m. in the Peace Garden Room of the Memorial Union with Dr. C. Harter presiding and the following senators present: T. Ambrosio, B. Bahrami, S. Beck, E. Berry, M. Boetel, S. Bornsen, V. Clark Johnson, D. Comez, J. Cook, J. Council, D. Danbom, L. del Rio Mendoza, L. Disrud, J. Foertsch, J. Garden-Robinson, A. Grazul-Bilska, C. Gross, R. Groves, C. Gustafson, W. Hannon, H. Hatterman-Valenti, D. Hauck, C. Hawley, J. Hektner, K. Howatt, I. Justitz, A. Kallmeyer, A. Kamel, C. Kilber, T. Knoepfle, J. Larson, J. Leitch, M. Mahinfalah, L. Manikowske, F. Michael, D. Miller, A. Montgomery, W. Nganje, J. Olsen, S. Rasmussen, T. Riley, M. Robinson, N. Rogers, D. Scott, C. Skauge, D. Steele, D. Terbizan, A. Thompson, A. White, and D. Wittrock.

Substitutions: C. Huang for M. Bhandary, J. Venette for K. Grafton, and J. Mathern for D. Moser.

Reminder: Current senators may not serve as substitute for other senators.

Approval of Minutes

MOTION (Foerstch/Beck): to approve minutes of the March 21, 2005, meeting as posted. Correction (Steele): Motion to amend graduation with honors resolution was made by Steele (not Hopkins). MOTION TO APPROVE MINUTES AS CORRECTED PASSED WITH UNANIMOUS CONSENT (one abstention).

General Announcements

Presiding Officer Harter provided the following announcements:

1. Senators should check the number on the back of their name tag at check-in to ensure they are picking up the PRS unit assigned to them.
2. Senate Committee Memberships are still in need of updates. Senate committees will be confirmed at the May meeting. Contact Harter or Wold-McCormick with questions. Harter will contact deans regarding upcoming vacancies.
3. NDSU's Capital Campaign has begun for faculty and staff. The Alumni Association's goal is to get as many people involved as possible, regardless of the dollar amount contributed. Options include payroll deductions, check, credit card, and stock. Donors can designate where they would like the money to go. Those who have already contributed recently will be recognized in this campaign. The unit on campus with the highest percentage of members contributing will win a picnic with President Chapman at the end of May. In addition, a drawing from contributor names will be held for a parking spot closest to their building.

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Committee Reports

1. *Academic Affairs* ([Attachment 1](#)):

D. Meyer, chair, introduced new programs and options, program title changes, and course proposals and changes. MOTION (Hawley/Howatt): to approve the Academic Affairs report as presented. MOTION PASSED WITH UNANIMOUS CONSENT (one absentation). Meyer announced that, after being removed from the March report, CDFS 474 was reintroduced in this report since additional departmental letters of support were received.

Meyer announced a request to present an additional new program (not included in the agenda), the Master of Military Logistics (MML). Recently approved by the Graduate Council and Academic Affairs, this program is slated for Fall 2005. D. Tolliver, program coordinator, explained that it is a specialized masters degree designed to meet the transformation and restructuring of the military's logistics and training program. The Department of Defense (DOD) requested that NDSU submit a proposal for this one-year graduate degree. The DOD would fully fund and station at NDSU up to 30 officers. No new costs for NDSU are anticipated, but the program is anticipated to bring in substantial revenue contribution to the university. The program is interdisciplinary in nature involving five departments in three colleges (Science and Mathematics, Engineering and Architecture, and Business Administration). Course syllabi are being finalized and will be processed through Graduate Council and Academic Affairs soon. As an interdisciplinary program, it will be administered by the Graduate School. Discussion ensued on access to the program, number of credits/timeline, admission requirements, allocation of slots to U.S. Army personnel vs. non-military students, graduate faculty requirements, and security clearance for select courses.

MOTION (Howatt/Larson): to approve the Master of Military Logistics program. MOTION CARRIED WITH A VOTE OF 42-9-3. The following senators or their substitutes voted aye: Ambrosio, Balaz, Beck, Boetel, Clark Johnson, Cook, Council, del Rio Mendoza, Disrud, Garden-Robinson, Grafton, Grazul-Bilska, Gross, Groves, Gustafson, Hatterman-Valenti, Hauck, Howatt, Kilber, Knoepfle, Larson, Leitch, Manikowske, Michael, Miller, Montgomery, Moser, Nganje, Peterson, Presser, Rasmussen, Riley, Robinson, Rogers, Scott, Skauge, Steele, Terbizan, Thompson, White, and Wittrock. The following senators or their substitutes voted no: Berry, Bornsen, Comez, Danbom, Hannon, Justitz, Kallmeyer, Kamel, and Mahinfalah. The following senators or their substitutes abstained: Bhandary, Brooks, and Foertsch.

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2. *General Education* ([Attachment 2](#)):

L. Peterson, chair, announced two changes to the posted attachments. ADFH 486 and COMM 216 are being removed for further review and will likely be reintroduced in May. MOTION (Ambrosio/Mahinfalah): to approve the general education report as changed. MOTION CARRIED WITH A VOTE OF 53-1-1. The following senators or their substitutes voted aye: The following senators or their substitutes voted aye: Ambrosio, Bahrami, Balaz, Beck, Berry, Bhandary, Boetel, Bornsen, Clark Johnson, Comez, Cook, Council, Danbom, del Rio Mendoza, Disrud, Foertsch, Garden-Robinson, Grafton, Grazul-Bilska, Gross, Groves, Gustafson, Hatterman-Valenti, Hauck, Howatt, Justitz, Kallmeyer, Kamel, Kilber, Knoepfle, Larson, Leitch, Mahinfalah, Manikowske, Michael, Miller, Montgomery, Moser, Nganje, Peterson, Presser, Rasmussen, Riley, Robinson, Rogers, Scott, Skauge, Steele, Terbizan, Thompson, White, and Wittrock. Senator Brooks voted no. Senator Hannon abstained.

3. *Policy Coordinating Committee* ([Attachment 3](#)):

Policy 133, Tuition Discount - Spouse and Dependents.

J. Council, chair, announced that a late change in wording has been made to add an additional exception to the 50% tuition discount for spouse and dependents (Section 2), "...and internships that require tuition to be paid to the site for student placement ...". These would include internships, for example, in the allied health disciplines. MOTION (Berry/Comez): to approve the policy as changed. MOTION CARRIED WITH A VOTE OF 50-2-3. The following senators or their substitutes voted aye: The following senators or their substitutes voted aye: Ambrosio, Balaz, Beck, Berry, Boetel, Bornsen, Clark Johnson, Comez, Cook, Council, Danbom, del Rio Mendoza, Disrud, Foertsch, Garden-Robinson, Grafton, Grazul-Bilska, Gross, Groves, Gustafson, Hatterman-Valenti, Hauck, Howatt, Justitz, Kallmeyer, Kilber, Knoepfle, Larson, Leitch, Mahinfalah, Manikowske, Michael, Miller, Montgomery, Moser, Nganje, Olsen, Peterson, Presser, Rasmussen, Riley, Robinson, Rogers, Scott, Skauge, Terbizan, Thompson, White, and Wittrock. The following senators or their substitutes voted no: Brooks and Hannon. The following senators or their substitutes abstained: Bhandary, Kamel, and Steele.

Council also reported that there is no University Senate list serve, and that all messages currently go to the faculty list. He will work on establishing such a list for 2005-2006.

He is still trying to find volunteers for the ad hoc committee to review the self-study report for the NCA accreditation process. If interested, contact him at james.council@ndsu.edu.

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4. *Council of College Faculties:*

H. Hatterman-Valenti announced the following:

- The equity bill is still being discussed.
- CCF is preparing for its meeting with the SBHE in May.
- Nominations for CCF are still open as her term on the committee expires this spring.

Unfinished Business

- *Graduation with Honors* ([Attachment 4](#) and [Attachment 5](#)):

Kilber/Larson presented on the three proposed levels of graduation honors: cum laude, magna cum laude, and summa cum laude. Discussion was held on the implementation timeline, the calculation of transfer credits, alternate terminology, and the number of students graduating with honors. AMENDMENT FROM MARCH 2005 TO BASE GRADUATION HONORS ON PERCENTAGES INSTEAD OF GPA FAILED WITH A VOTE OF 2-46-1. The following senators or their substitutes voted aye: Hannon and Steele. The following senators or their substitutes voted no: Bahrami, Balaz, Beck, Berry, Bhandary, Boetel, Bornsen, Brooks, Clark Johnson, Cook, Council, Danbom, Foertsch, Garden-Robinson, Grafton, Grazul-Bilska, Gross, Gustafson, Howatt, Justitz, Kallmeyer, Kamel, Kilber, Knoepfle, Larson, Mahinfalah, Manikowske, Michael, Miller, Montgomery, Moser, Nganje, Olsen, Peterson, Presser, Rasmussen, Riley, Robinson, Rogers, Scott, Skauge, Terbizan, Thompson, White, and Wittrock. Senator Disrud abstained.

MOTION (Danbom/Miller) to amend the resolution to read, "...Let it be further resolved, that the new graduation honor system be implemented for fall 2005 commencement." MOTION CARRIED 49-1. The following senators or their substitutes voted aye: Bahrami, Balaz, Beck, Berry, Bhandary, Boetel, Bornsen, Brooks, Clark Johnson, Cook, Council, Danbom, Disrud, Foertsch, Garden-Robinson, Grafton, Grazul-Bilska, Gross, Gustafson, Howatt, Justitz, Kallmeyer, Kamel, Kilber, Knoepfle, Larson, Leitch, Mahinfalah, Manikowske, Michael, Miller, Montgomery, Moser, Nganje, Olsen, Peterson, Presser, Rasmussen, Riley, Robinson, Rogers, Scott, Skauge, Steele, Terbizan, Thompson, White, and Wittrock. Senator Hannon voted no.

ORIGINAL MOTION AS AMENDED PASSED 48-2. The following senators or their substitutes voted aye: Bahrami, Balaz, Beck, Berry, Bhandary, Boetel, Bornsen, Brooks, Clark Johnson, Cook, Council, Danbom, Disrud, Foertsch, Garden-Robinson, Grafton, Grazul-Bilska, Gross, Gustafson, Howatt, Justitz, Kallmeyer, Kamel, Kilber, Knoepfle, Larson, Leitch, Mahinfalah, Manikowske, Michael, Miller, Montgomery, Moser, Nganje, Olsen, Peterson, Presser, Riley, Robinson, Rogers, Scott, Skauge, Steele, Terbizan, Thompson, White, and Wittrock. The following senators or their substitutes voted no: Hannon and Rasmussen.

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New Business

1. Nominations for Presiding Officer elect:

Harter announced that the presiding officer-elect shall be elected by the Senate from the elected membership for a one-year term. He or she must have at least one year of Senate membership remaining at the end of the regular May 2005 meeting of the Senate.

Nominations were sought. Senators who accepted nominations were: Juan Comez, Gene Berry, and Donna Terbizan.

The election will be held at the May Senate meeting. Nominations may still be made by contacting Presiding Officer Harter.

2. PeopleSoft Student Records Update ([Attachment 6](#)):

K. Wold-McCormick presented on upcoming changes and expectations regarding the implementation of PeopleSoft Student Records in June.

Adjournment

The meeting adjourned at 5:05 p.m.

Submitted,
Kristi Wold-McCormick, Ph.D.

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Attachment 1

Academic Affairs Committee

Curricular Recommendations

New Graduate Programs			
Master of Science (M. S.) in Merchandising			
Master of Military Logistics (M.M.L.) in Transportation and Logistics			
New Certificate Program			
Merchandising (Graduate Level)			
Change in Program Title			
From: Educational Administration		To: <i>Educational Leadership</i>	
From: Guidance and Counseling		To: <i>Counseling</i> (with two options: School Counseling and Community Counseling)	
New Graduate Level Options			
HNES Master of Science Options: Public Health and Entry Level Athletic Training			
New Courses			
Dept.	No.	Title	Crs.
ADFH	710	Consumer Behavior in Merchandising	3
ADFH	720	Professional Advancement	3
ADFH	730	Product Design, Development and Evaluation	3
ADFH	740	Promotional Strategies in Merchandising	3
ADFH	750	Retail Theory and Current Practice	3
ADFH	760	Historical and Contemporary Issues in Trade	3
ADFH	770	International Retail Expansion	3
ADFH	775	Research Methods in Merchandising	3
ADFH	780	Financial Merchandising Implications	3
ADFH	785	Strategic Merchandise Planning	3
CSCI	448/ 648	Digital Image Processing	3
ECE	448/ 648	Image Analysis I	3
ENGL	754	Rhetorics of Science and Technology	3
CDFS	474	How Women Changed America	2
HNES	473	Anaerobic Exercise Prescription and Advanced Resistance Training Techniques	3

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Attachment 1

Changes in Course Prefix, Number, Title, and Credits							
Dept.	No.	From	Crs.	Dept.	No.	To	Crs.
BIOC	460	Foundations of Biochemistry and Molecular Biology I	4	BIOC	460/ 660	Foundations of Biochemistry and Molecular Biology I	4
BIOC	461	Foundations of Biochemistry and Molecular Biology II	4	BIOC	461/ 661	Foundations of Biochemistry and Molecular Biology II	4
COMM	314	Argumentation & Debate	3	COMM	318	<i>Argumentation & Advocacy</i>	3
ENGL	759	Trends in Writing Instruction	3	ENGL	759	<i>History of Writing Instruction</i>	3
HNES	365	Kinesiology and Biomechanics	3	HNES	365	<i>Kinesiology</i>	3
HNES	470	Activity Benefits and Exercise Prescription	3	HNES	370	<i>Activity Benefits and Exercise Prescription in Disease</i>	3
HNES	471	Fitness Programming and Management	3	HNES	371	Fitness Programming and Management	2
HNES	472	Exercise Testing and Application	3	HNES	472	<i>Aerobic Fitness Assessment and Techniques</i>	3
HNES	489	Athletic Training Capstone Experience	2	HNES	489	Athletic Training Capstone Experience	1

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Attachment 2

Five Year Review of General Education Courses

Approved General Education Recommendations.

Outcomes Key:				
1. Communicate effectively in a variety of contexts and formats.		5. Comprehend concepts and methods of inquiry in science and technology, and their applications for society.		
2. Locate and use information for making appropriate personal and professional decisions.		6. Integrate knowledge and ideas in a coherent and meaningful manner.		
3. Comprehend the concepts and perspectives needed to function in national and international societies.		7. Comprehend the need for lifelong learning.		
4. Comprehend intrapersonal and interpersonal dynamics.				
Continued Approval for General Education with Changes in Outcomes				
Course No.	Course Title	Categories	Previous Outcomes	Recommended Outcomes
ADFH 310	History of Fashion	A	1, 3, 6	2, 6
ADFH 410	Dress in World Cultures	AD	1, 3, 6	3, 6
HIST 101	Western Civilization I	A	1, 2, 3, 6	2, 3, 6
HIST 102	Western Civilization II	A	1, 2, 3, 4, 5, 6	2, 3, 6
HIST 103	U.S. to 1877	A	3, 4, 6, 7	3, 6
HIST 104	U.S. Since 1877	A	1, 3, 6	3, 6
HIST 381	Australia and New Zealand	AG	3, 6	3, 6
Continued Approval for General Education with No Changes				
ADFH 315	History of Interiors I	A	1, 2, 6	1, 2, 6
ADFH 316	History of Interiors II	A	1, 2, 6	1, 2, 6
COMM 212	Interpersonal Communication	B	1, 4	1, 4

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Attachment 3

POLICY CHANGE COVER SHEET

1. Effect of policy addition or change (explain the important changes in the policy or effect of this policy):

Section

133.1: Tuition Discount – Spouse and Dependents

Amend policy to exclude internships from the 50% tuition discount for spouse and dependents of NDSU employees.

Rational behind this: Some clinical internship programs charge a contracted amount per student which is based on an assumption that full tuition will be paid by the student. In other words, these arrangements are self-supporting similar to Continuing Education.

2. This policy has been reviewed/passed by the following (include dates of official action):

Policy Coordination Committee -
Staff Senate -
University Senate -

3. This policy revision was originated by (individual, office or committee/organization):

General Counsel

SECTION 133.1: Tuition Discount - Spouse and Dependents

SOURCE:

NDSU President SBHE Policy Manual, Section 820.1

The North Dakota State Board of Higher Education allows campuses to adopt tuition waivers which are consistent with an institution's mission. The spouse and dependent tuition discount is intended to help recruit and retain faculty and staff who can best perform or support the teaching, research and public service mission of the University.

1. The spouse and dependents of regular (broadbanded staff must be off probation), benefited NDSU employees are eligible for the discount effective Fall 2002.

1.1 Dependents are defined as those unmarried children qualifying as dependents under the NDPERS health insurance plan (25 years of age or under if they are a full-time student, otherwise age 22 and under), who rely on the parent(s) for significant financial support.

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1.1.1 A spouse or dependent who is also a regular, benefited employee is only eligible for the employee tuition waiver outlined in Section 133 (Educational Policy).

1.2 The spouse and/or dependents must meet admission standards and register for classes through regular registration procedures.

1.3 The employee must be actively employed on the first day of each semester to be eligible for the discount.

2. The tuition discount is 50% of the tuition for NDSU classes (excluding self-supporting, ~~or~~ Continuing Education courses and internships that require tuition to be paid to the site for student placement) per spouse and/or dependent.

2.1 The discount applies regardless of whether paying resident or out-of-state tuition.

2.2 The maximum discount for the dependent of more than one eligible employee is 50%.

2.3 Fees are not discounted or waived.

2.4 The discount applies to both undergraduate and graduate level classes.

2.5 Early Entry students will be eligible according to the terms of this policy.

3. Procedure

3.1 A Spouse/Dependent Tuition Discount application needs to be submitted to the Office of Human Resources along with a copy of the admission acceptance letter (for new students only) 30 days prior to the beginning of the semester for which the waiver is requested. Given that conditions in this policy may change, it will be necessary to review the conditions of eligibility each term.

3.2 Proof of marriage/dependency may be required.

3.3 In accordance with federal regulations, the tuition discount will be used as a financial resource and become part of the student's financial aid package. The Financial Aid Office may need to adjust aid if the amount of the tuition discount, along with other financial aid, exceeds the total cost of attendance.

3.4 No employee who has an overdue accounts receivable balance with the University may receive a spouse/dependent tuition discount.

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Attachment 3

3.5 In accordance with IRS regulations, the value of the tuition waived for graduate level classes will be considered taxable income to the employee. Federal, state and social security taxes will be deducted in a lump sum from the employee's last paycheck of the semester, or, at the employee's written request, deducted on a prorated basis throughout the semester.

EFFECTIVE DATE: April 2002, July 2003

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Attachment 4

SR-11-05

A Resolution pertaining to Graduation Honors

Whereas, North Dakota State University (NDSU) students have a record of high achievement, and

Whereas, NDSU should give recognition to those students whom achieve scholastic excellence, and

Whereas, institutions across the nation have a tiered Graduation Honors system to acknowledge all deserving students, and

Whereas, NDSU's current Graduation Honors system does not properly identify all worthy students, and

Therefore let it be resolved, that the NDSU Student Senate supports the implementation of a new tiered Graduation Honors system as outlined below:

- Cum Laude - equal to or greater than 3.5 and less than 3.70
- Magna Cum Laude - equal to or greater than 3.70 and less than 3.90
- Summa Cum Laude – equal to or greater than 3.90

Let it be further resolved, that the new graduation honor system be implemented for spring 2005 commencement.

Respectfully Submitted,

Josh Reimnitz
High Rise / LLC Senator

Daniel Eiler
College of Science and
Mathematics Senator

Shawn Kram
College of Pharmacy
Senator

Graduation Honors

By
Student Government

Current Honor System

- Starts at a GPA of 3.6
- Breakdown is:
 - Honors
 - No-Honors

New Honor System

- Starts at a 3.5 GPA
- Breakdown would be:
 - Cum Laude: Greater than or equal to 3.5 and less than 3.7
 - Magna Cum Laude: Greater than or equal to 3.7 and less than 3.9
 - Summa Cum Laude: Greater than or equal to 3.9 to 4.0

Why GPA and not Percentage?

- GPA allows students to shoot for a goal
- Percentage system is not often used

- **Graduation with Honor**
- Graduation with honor applies only to the baccalaureate degree. Graduate courses will not be included in the computation. Candidates who entered NDSU as freshmen and who have earned an institutional grade-point average greater than or equal to 3.50 and less than 3.70 will be graduated Cum Laude, an institutional grade-point average greater than or equal to 3.70 and less than 3.90 will be graduated Magna Cum Laude, and an institutional grade-point average greater than or equal to 3.90 and up to 4.0 will be graduated Summa Cum Laude. Candidates with transfer credits must meet the institutional grade-point average greater than or equal to 3.50 and less than 3.70 for Cum Laude, greater than or equal to 3.70 and less than 3.90 for Magna Cum Laude, and greater than or equal to 3.90 and up to 4.0 for Summa Cum Laude, for all credits earned at NDSU, as well as a cumulative grade-point average greater than or equal to 3.50 and less than 3.70 for Cum Laude, greater than or equal to 3.70 and less than 3.90 for Magna Cum Laude, and greater than or equal to 3.90 and up to 4.0 for Summa Cum Laude for all credits earned including those from transfer work. All grades and all attempts of repeated courses will be included in grade-point average calculations for graduating with honor.

University Senate: Overview of Changes & Expectations in Student Records

Kristi Wold-McCormick
Office of Registration and Records
April 11, 2005

New Terminology

- # Program, Plan, Subplan (academic structure)
- # Careers (Transcripts)
- # Class #, catalog #
- # EMPLID or Student ID
- # Service Indicators (Holds)
- # Sessions (determine deadlines)
- # Study Lists

Security and Training

- # Faculty and students to receive USERIDs and passwords in the coming weeks
 - Student UserID=W+EmplID
- # One UserID and Password (password hint)
- # Security Roles/FERPA
- # Training
 - ConnectND Open Forums
 - Late May/Early June-admin assistants and summer advisors
 - College/Department Meetings-faculty
 - New Faculty Orientation

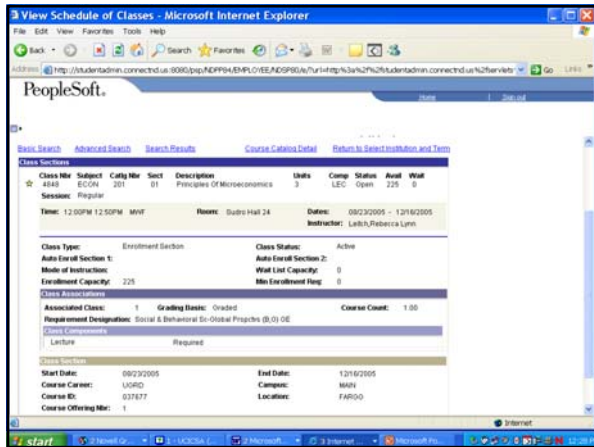
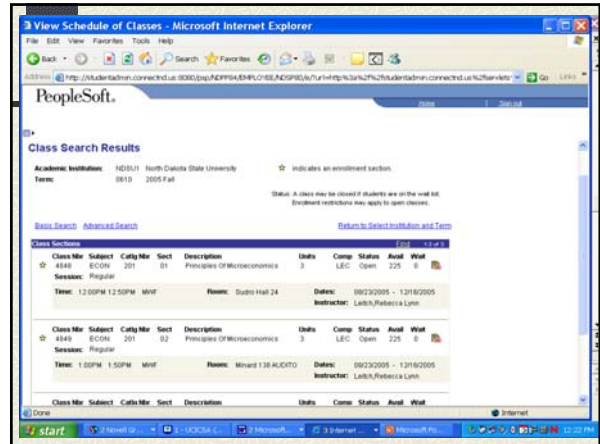
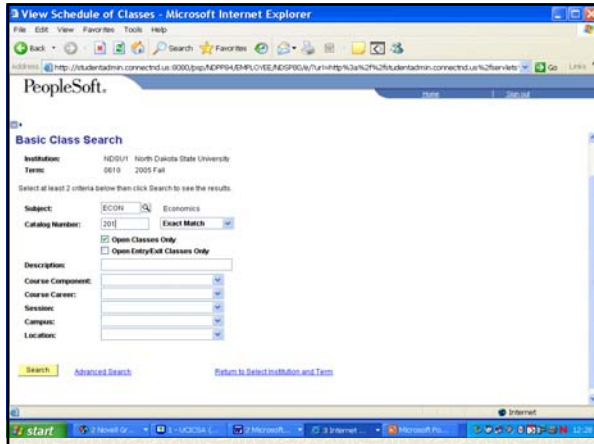
Access to Advisee Information/ Records

- # Advisor holds (place and release)
 - No more batch holds
- # Bio-demo data
 - Name, address, phone, email
- # Class schedule
- # Transfer credit
- # Advising transcript
- # Service Indicator

Faculty Access: General

- # Master catalog
- # Term Schedules
 - Updated, class enrollments/capacities
- # Teaching schedule
- # Permits
- # Class rosters
 - Waitlisted students, withdrawn students
- # Grade loading—easy!
 - End of term or session





Student Registration

- ✦ Summer registrations/grading will be handled completely through CICS/AFLI
- ✦ Fall registration has begun on legacy system and will convert to PeopleSoft on June 6th
 - After this time, all inquiries and transactions for fall term will be conducted in PeopleSoft
- ✦ Wait Lists
- ✦ Cross-Listed Courses

Service Indicators

- ✦ Positive
 - FERPA Release
- ✦ Negative (Holds)
 - Registrar
 - MMR
 - Student Life
 - Business Office
 - Admission
 - Advisor
 - Athlete

Course Restrictions

- ✦ Prerequisites
 - Will develop in PS on a gradual basis
 - Plan to work closely with departments to clean up currently listed prereqs
- ✦ Requisites
 - Program, Plan, SubPlan, Classification, GPA (?)
- ✦ Permission Numbers
 - Student Specific
 - Will work with departments to assign admin assts to this role

Academic Structure

- ✦ Selective/Secondary Admission Programs
 - Identify and track students in pre- or professional programs
 - Departments will report students accepted into professional programs each admission cycle
 - Will contact departments this summer to begin process
- ✦ Subplans (options)
 - Able to code and track students by option, etc.
 - Will contact departments this summer to identify students in options
 - Possible to transcript options in PS

DCE & Dual Career Registration

- ✦ Courses offered through Distance and Continuing Education may be registered through PS along with other courses
- ✦ Continuing Education Professional Development will continue to be handled through DCE (ED 600)
- ✦ UG/GR/CEPD careers-dual enrollment

Questions?

Call Kristi, Deb Ott or Neil Sitz in
Registration and Records
231-7981