

UNIVERSITY OF NOTRE DAME DU LAC
STUDENT SENATE
Executive Summary
February 4, 2015

I. Opening Business

- A. Matt Devine called the meeting to order at 6:04pm.
- B. Jimmy McEntee led the invocation.
- C. 5 were absent; 0 was late.
- D. Peter Durbin moved to approve last week's minutes.
 - i. Jake Wittenburg seconded.
 - ii. Minutes approved.
- E. Officer Announcements were tabled until after the presentation by Mr. Chuck Hurley.

II. General Orders

A. DARTing and Class Search, *Mr. Chuck Hurley, University Registrar*

i. History

- 1. Until WWII, registration for classes was done by going in person to Main Building and writing down class requests in a ledger book.
- 2. In the mid 1900s, registration punch cards were available at tables for each academic department in the Stepan Center.
- 3. By the early 1980s, Direct Access Registration by Telephone (DART) was developed for class registration.
- 4. We now use the online Banner software for registration. Class Search is a system owned and operated by the University.

ii. There is now a new update to Banner that is going through testing. The Office of the Registrar is working with a group of students to determine the best way to implement the new system.

- 1. There are additional features, such as integration with the GPS degree audit system.
- 2. This is propriety software owned by Banner, so we may not be able to implement all desired changes.
- 3. They would like to develop a mobile app, but the Banner software doesn't support that yet.

iii. Discussion

- 1. Brian Cimons referenced our discussion in Senate in the fall.
 - a. Arthur, a student in one of the DART focus groups, sent out a survey to all senators for them to send out to their dorms.
 - b. Arthur brings student feedback back to Mr. Hurley.
- 2. Kevin McMannis expressed science majors' frustrations about having to go through each of the science departments to find science elective options.
 - a. The new system will have more integration with GPS, which will give students a list of options to fill their requirements. For science students for example, GPS would link to Class Search to give students a listing of all possible science electives.

3. Jimmy asked about changing the procedure as a whole. For example, some universities use a point system.
 - a. Most universities that use this system use it for smaller programs, such as law school or MBA programs.
 - b. Historically, we have always done registration by class (seniors first, then juniors, etc).
 - c. In the past, the Registrar's Office has spoken to Student Government about making registration a one-day process for each class.
 4. Peter asked how students' DART times were determined.
 - a. The day a particular student registers depends on their student ID number (odds register one day, evens register the other day).
 - b. In the past, the DART times were spread out throughout the day, but students complained that the times conflicted with classes and other obligations. Now it is in the morning to avoid conflicts.
 - c. There is a possibility that all of the DART times could be in the morning of the first day, and then the second day would still be open for students to make adjustments.
 5. Brian Mukhaya asked about allocating spots in certain classes for second-day DART students. The concern is that students with first-day DART times will wake up early on the second day and register for those classes before the second-day students have the opportunity to register.
 - a. This is pretty unique to the College of Business and it is controlled within their Dean's Office. They do this with the intention of leaving spots open for students with second-day DART times.
 6. Brian M. also asked about students who want to take classes outside of their major. He suggested lifting major restrictions after the initial registration period.
 - a. Some departments do this. If it does not, you can always go to the department and request a spot in the class.
 7. Ashley Calvani asked about the 10-minute time period between registration slots. Some students have trouble redesigning their schedules in that time period if a class they want fills up right before their DART time.
 - a. The time period used to be longer in the past. Students did not like that because if they saw open classes, there was a time lag and they were not able to register.
 - b. The new version would allow students to do additional planning beforehand, which could alleviate some of that stress.
 8. Jake asked about a waiting list feature.
 - a. Pro: students could queue up for a class and possibly get it if someone drops the class.
 - b. Con: a student who needs the class to graduate may be further down on the waiting list than someone who is taking it as an elective.
 - c. Banner's waiting list capability is not great. There are some new features in the upgrade that we can test. There is a time clock on it, but how long to set the time constraint is difficult to determine.
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- d. As it is now, the deans of each department can use their discretion to determine which students are allowed entry to a class if someone drops it.
 - 9. Scott Moore asked if the data analytics could track who has tried to register for a class. He suggested communicating to departments there are a significant number of students who would like to take a class, but are unable to because it has already filled.
 - a. The reasons students cannot get into classes vary beyond the classes filling. Oftentimes, students cannot register because they do not meet the major or prerequisite requirements or do not have departmental approval.
 - b. After parsing through that data, the Registrar's Office does send reports to each of the departments.
 - c. There is a difference between wanting to take a course versus needing to take a course, and furthermore, between needing to take a course before graduation and needing to take it this semester.
 - 10. Elle Steichen asked about a visual feature for students to plan classes.
 - a. Yes, the new interface will have a calendar feature to show a grid of the week.
 - 11. Kevin Coleman suggested moving DARTing to the weekends.
 - a. There are other conflicts on weekends, such as athletic events, plays, students travelling home, etc.
 - b. There have been issues in the past with scheduling academic obligations on weekends.
 - 12. Kathryn Peruski suggested having Class Search red-flag classes you are not eligible to take.
 - a. This is definitely something we could look at.
 - 13. Grant Humphreys relayed a question from one of his constituents about the name DART.
 - a. "DART" is left over from the former telephone system, so the Registrar's Office has just kept that name.
 - iv. Mr. Hurley urged students to email him or come see him in 300 Grace Hall with any questions.
 - v. If anyone is interested in working with the Registrar's Office to test the new system, email Phil Gilroy and he will pass your name along to Arthur.
- B. Transition Materials Presentation
- i. Club Coordination Council (CCC), Jimmy McEntee
 - 1. The CCC will elect their new president on February 23.
 - 2. The busy season is in April, so they use March to transition in the new CCC officers.
 - ii. Hall Presidents Council (HPC), Michael Wajda
 - 1. HPC Co-Chairs are elected from within HPC on March 24.
 - 2. Current co-chairs will meet with the incoming co-chairs to transition in April.
 - iii. Judicial Council (JC), Kathryn Peruski
 - 1. Kathryn has prepared transition materials with a month-by-month list of the Judicial Council President's responsibilities.
 - iv. Student Government, Lauren Vidal
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1. The department directors have submitted fairly extensive transition materials to Shannon.
2. Lauren, Matt, and Shannon will have two meetings per week with the new administration between now and April 1.
3. The incoming President, Vice President, and Chief of Staff will also shadow the current officers in meetings.
- v. Student Union Board (SUB), Scott Copeland
 1. There are two different transition periods, one for dorm reps (April 1) and one for Executive Board members and programmers (May 1).
 2. There will be a series of retreats and meetings. They will also develop transition binders with agendas and contact information for each position.
- vi. All transition materials were approved by unanimous hand vote.
- vii. Lauren advised everyone to really take the time to transition your successors. Things are often lost in communication during this time because the turnover is so high and so often.

III. New Business

- A. Brian M. asked about the O'SNAP app.
 - i. The O'SNAP module of the ND mobile app is functionally complete.
 - ii. OIT is now focusing on working with NDSP on the back-end of the app.
- B. Ashley noted that Constituent Services is looking into reusable bags for Grab n' Go.

IV. Announcements

- A. The recently-completed Safety Video was played.
 - B. Officer announcements
 - i. Lauren Vidal, Student Body President
 1. She attended a CCAC meeting with local law enforcement last week.
 - a. There have been several car break-ins, so remember to lock your doors and remove your valuables.
 - ii. Matthew Devine, Student Body Vice President
 1. Its On Us Campaign
 - a. There will be additional volunteer trainings for those interested.
 - b. There will also be a video produced by the University.
 - iii. Shannon Montague, Chief of Staff
 1. No updates.
 - C. Judicial Council announcements
 - i. Voting is open until 8:00pm tonight.
 - ii. Petitions for Class Council elections come out at noon on Thursday.
 - D. Academic Affairs just launched a new competition, CreativiTV. Students can submit a 30-60 second trailer to promote their idea for a reality TV show.
 - E. The Badin Polar Bear Plunge is coming up. Sign-ups will be on Saturday. The Polar Bear Plunge will raise money for the Hope Initiative.
 - F. O'Neill is looking for contestants for Miss ND.
 - G. Keenan Revue tickets were given out yesterday. There will be a few promotional events, where they will give out additional tickets.
 - H. There are 79 days until the Fisher Regatta.
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- I. This weekend's SUB movie is *The Theory of Everything*.
- J. SUB is bringing comedian Pete Davidson to Legends on Friday.
- K. There is a Mick Jenkins concert at Legends on Saturday.
- L. Africa Weekend is this Friday and Saturday.

V. Adjournment

- A. Kevin Coleman motioned to adjourn.
- B. Grant seconded.
- C. Meeting adjourned at 7:03pm.

Respectfully submitted,

Katherine L. Wood
Student Union Secretary
