School Contacts Meeting Agenda
September 14, 2017


1. SFS/UREG – Fall 2017 Cancellation Summary

<table>
<thead>
<tr>
<th>School</th>
<th>With Hrs</th>
<th>No Hrs</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARG</td>
<td>4</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>ARU</td>
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<td>1</td>
<td></td>
</tr>
<tr>
<td>ASG</td>
<td>1</td>
<td>8</td>
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</tr>
<tr>
<td>ASGN</td>
<td>2</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>ASU</td>
<td>17</td>
<td>53</td>
<td>70</td>
</tr>
<tr>
<td>CPU</td>
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<td></td>
<td>17</td>
</tr>
<tr>
<td>CUG</td>
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<td>5</td>
<td>6</td>
</tr>
<tr>
<td>CUGN</td>
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<td></td>
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</tr>
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</tr>
<tr>
<td>DAGN</td>
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<td></td>
<td>2</td>
</tr>
<tr>
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<td>15</td>
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</tr>
<tr>
<td>ENU</td>
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<td>6</td>
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<td></td>
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</tr>
<tr>
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<td></td>
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</tr>
<tr>
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</tr>
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</tr>
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<td>1</td>
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</tr>
<tr>
<td>TOTAL</td>
<td>23</td>
<td>139</td>
<td>162</td>
</tr>
</tbody>
</table>
• For Fall ’17, the breakdown was 23 with hours and 139 without, for a total of 162.
• There have been a total of 22 students as of 9/13/17 that have completed the late enrollment process.

  ASG – 5; 1 had Classes
  ASU – 10; 3 had classes
  ARG – 3
  ENG – 2
  ENU – 2
  Total = 22 (4 with classes)

• Following the Add/Drop period, the charge for late enrollment increased to $50 with a Dean’s signature required
• Negative Service Indicators must be removed before the student can proceed through late enrollment
• If a student is not enrolled in a course, they should NOT be attending. This violates University policy on attending classes
• Program/Plans were cancelled yesterday for all students who had been cancelled and who have yet to initiate the late enrollment process.

2. Student Health (Tanya Johnson/Karen James) – Hard Waiver

• Current Enrollment Stats:
  o Enrolled: 3987
  o Approved: 15432
  o Denied: 234
  o No-Action: 2160

• Student Health Hard Waiver:
  o [Student Insurance]
  o [Hard Waiver Program]
    ▪ Schedule:
3. Student Financial Services

- Phishing Scamming:
  o Students identified by ISPRO as having fallen for phishing scams have had their SIS credentials reset.
  o Note: There is no failure of UVA’s ITS security. Phishing emails solicit victims to willingly provide their information to unscrupulous sites. Phishing emails are increasingly sophisticated.
  o **What is Phishing?** Phishing is a fraudulent attempt, usually made through email, to steal your personal information. Phishing emails may appear to come from UVA (and may even have a return UVA email address). They may ask for personal information such as your:
    - UVA Computing ID & password
    - Birthdate
    - Social Security number
    - Credit card numbers
    - Bank account information
  o [Here’s an informational video regarding Phishing](#) and [here’s a link to SecureUVA on how to address suspicious messages](#).

- **125% Surcharge Rule:**
  o No action for Fall 2017
  o SFS to review and send notices to at-risk students in October/November 2017 as a reminder for their Spring 2018 registration.
    - SFS will provide a list to School Contacts of their at-risk students for Spring 2018.

- **T&F Adjustment Calendar:**
  o Effective Fall 2017 and onward
  o The Record:
    - [Undergraduate](#)
    - [Graduate](#)
4. **Future Term Prep**
   - The SOC Team is busy completing the Spring 2018 Schedule of Classes. Please remember that SIS access will be removed at 5pm on Friday, Sept. 22\textsuperscript{nd} for us to run room allocation for the Spring Schedule of classes. **(Plan to be without access for a week)**
   - The deadline to apply for Military Priority Enrollment for Spring 2018 is October 1\textsuperscript{st}
   - 1646 students (as of Tuesday 9/12) assigned registration blocks for 1182 due to incomplete module(s)
     - Questions regarding the modules should be directed to module_response@virginia.edu
   - Fall 2018 **Tentative** Dates for SOC and Enrollment – This is being explored in order to allow Schools/Departments a longer time window after room allocation to make schedule changes prior to SOC go live
     - Spring Break: Week of March 5th (confirmed)
     - Fall Schedule of Classes Goes Live: Friday, March 16th
     - Shopping Cart Opens: Friday, March 23rd
     - Advising: Monday, March 26th – Friday, April 6th
     - Undergraduate Enrollment Begins: Monday, April 9th

5. **Grading**
   - The memo to review class rosters was sent to instructors via the mass email process to instructors Friday, September 8\textsuperscript{th}.
   - 2\textsuperscript{nd} Class Roster memo to Faculty scheduled to go out Nov. 13\textsuperscript{th}
   - Grading memo that is distributed to instructors in late November after grading rosters have been generated is being updated with revised verbiage relative to the grading deadline
     - **PROPOSED VERBIAGE:** Grade submission deadline: Grade submission is required within 48 business hours after the final exam or deadline for the final course assessment. Official degree posting will take place in UREG beginning Wednesday, December 20th. Any degree candidate with unreported grades at that time will be ineligible to receive their degree.
     - Please let us know if you have any additional feedback on this statement

6. **Leaving the University Form Update**
   - The addition of another option for students to choose from is currently in testing
     - At current, students with zero enrollment do not have an option to choose from if they wish to leave without intention of returning
     - The new option would not be tied to enrollment for the current/upcoming term and would stay open through cancellation
     - Graduate Programs continue to express interest in the electronic LTU. UREG will provide workflow details with process decision points.

7. **Intermediate Honors Update**
   - All recipients have been placed in the appropriate student group
   - Names will be sent to PCS for certificate printing in the next week
   - There will be an email sent out soon to request volunteers to assist at Fall Convocation
8. **Degree Conferral Update**

- Summer 2017 diplomas were mailed out on August 30th
  - CeDiplomas are available for download
- October 1 – Application to Graduate Deadline
- “View My Graduation” status in SIS Student Center
- December 1 – Dissertation Titles, Address/Name Changes in SIS Deadline
- If any school has a new dean and has not yet submitted their signature, this must be done by September 20.