AGENDA

01 | Networking
02 | Data Overview and Q&A
03 | Lumen Project Overall Update
04 | Guide Update
05 | Course Proposal Update
06 | CLSS Update
07 | Wait List and Reserved Capacity Update
08 | Requisite Amnesty Program
09 | New Enrollment Tools Update
10 | R25 WebViewer Upgrade
NETWORKING AT TABLES

• Introduce yourself including....
  – Your name
  – The department(s) you work with
  – How long you have been at UW
  – A brief description of your role

• The best advice you have given or received about your role

• The best advice you have given or received about working at UW-Madison
UPCOMING EVENT

Wednesday, May 17th
3:00-4:30PM
333 East Campus Mall, Room 11301
“Intro to the Schedule of Classes”

• An event for new Curricular or Enrollment reps
• An introduction to the resources available to help you
• Meet the Registrar’s Office staff you’ll be working with
• Get a timeline overview for the schedule of classes build
DATA OVERVIEW

JASON FISHBAIN,
UW CHIEF DATA OFFICER
LUMEN PROJECT

WILL LIPSKE,
OFFICE OF THE REGISTRAR
One-year ago, we presented a slide much like this one. We’re excited to share updates on each of the Lumen components!
LUMEN available in MyUW

We’ve launched a widget in MyUW, the place to start for all-things associated with Lumen.
THE GUIDE

WILL LIPSKE,
OFFICE OF THE REGISTRAR
Guide Update....let’s preview it!
Guide Core Implementation Team: Thank you!

- Nikki Bollig (CALS)
- Jen Brown (Engineering)
- Kristin Determan (Business)
- Scott Golueke (RO)
- Toni Good (U-Comm)
- Marty Gustafson (Grad)
- Kate Hewson (Arts)
- Adam Hills-Meyer (DoIT)
- Will Lipske (RO)
- Lynn Maki (VetMed)
- Karen Mittelstadt (Nursing)
- Allison Murray (SoHE)
- Emily Reynolds (Grad)
- Tori Richardson (L&S)
- Becky Ryan (Nelson)
- Melissa Schultz (RO)
- Wren Singer (Undergrad Advising)
- Emily Tarter (Pharm)
- Phyllis Treige (DoIT)
- Beth Warner (RO)
- Michelle Young (APIR)
Guide Next Steps (Summer 2017)

• On-time for our go-live on June 1, 2017!
  – Already working with SOAR advising units for preview access to incorporate into SOAR advising.

• Over the summer, the Core Implementation Team will continue work to refine Guide content.
Guide Next Steps (Fall 2017)

• Training for Graduate program editors (and new Undergrad editors) to be scheduled for Fall 2017.
• Open Labs will be scheduled throughout update period for anyone wanting to partake.
• Recent approval for an annual update for all Guide content.
GUIDE QUESTIONS?
Course Proposal Update

- 9 February 2017 - Sent course data and specifications to CourseLeaf
- 20 March 2017 – Met with CourseLeaf to review data and specs
- 2-3 weeks to build the forms
- ?? CourseLeaf Pilot – on campus visit to review draft of course proposal form
- ?? Demos for school/college curriculum committees
- Summer 2017 – user testing, bug fixes, security set up, end user training
- 1 September 2017 – New proposal form fully functional and in use
Course Proposal Implementation Team

- Jennifer Binzley (Engineering)
- Nikki Bollig (CALS)
- Peggy Conklin (Engineering)
- Kimbrin Cornelius (L&S)
- Scott Golueke (RO)
- Jeff Hamm (Education)
- Ruth Lillie (Business)
- Will Lipske (RO)
- Lynn Maki (VetMed)
- Karen Mittelstadt (Nursing)
- Allison Murray (SoHE)
- Andrea Poehling (SMPH)
- Diana Wheeler (SMPH)
- Michelle Young (APIR)

.... THANK YOU!
CLASS SECTION BUILDER (CLSS)

WILL LIPSKE,
OFFICE OF THE REGISTRAR
Class Section Builder

• It has a name!
• Scheduled to go-live in October 2017.
• We have a Core Implementation Team...
Class Section Builder: Demo
UW-Madison Class Section Builder Implementation Timeline

Welcome Meeting:
Discussion of project scope/needs with vendor. Introduction of Project Team. Discussion of timeline and SIS.

Business Process Configuration:
Questionnaire of current scheduling processes and project goals; data extracts to vendor.

Validation Rules:
Training, development, and validation.

On-campus training provided by vendor to curricular & enrollment coordinators.

|--------------|------------|------------|----------|-----------|-----------|-------------|-----------|--------------|

Formation and kick-off of cross-campus Core Implementation Team (CIT)

Meeting Patterns:
Training, development, and validation.

Workflow Roles:
Training, development, and validation.

Admin training to Office of the Registrar/Office of the Student Information System team.

Creation of the Fall 2018 Schedule of Classes in Class Section Builder.
Meet Your Class Section Builder
Core Implementation Team

• Jerí Bryant (WISCIENCE)
• Kathleen Cummings (Office of SIS)
• Terri Dolan (SMPH)
• Chuck Dvorak (RO)
• Scott Golueke (RO)
• Kate Hewson (Arts)
• Jane Heymann (Law)
• Zoe Hurley (Education)
• Teddy Kaul (L&S)
• Ruth Lillie (Business)
• Will Lipske (RO)
• Tara Mohan (Nelson)

• Katie Paar (SoHE)
• Sherrán Pak (RO)
• Nibedita Pattnaik (RO)
• Mary Possin (Engineering)
• Angie Rieves (RO)
• Sara Rodock (CALS)
• Priya Sachithanandam (RO)
• Melissa Schultz (RO)
• Laura Linde Turnes (Nursing)
• Beth Warner (RO)
• Michelle Young (APIR)
CLASS SECTION
BUILDER
QUESTIONS?
WAIT LIST & RESERVED CAPACITY

WILL LIPSKE,
OFFICE OF THE REGISTRAR
Wait List & Reserved Capacity Update

- Wait List Configuration
- Wait List meets Reserved Cap
- In a new Enrollment Tool/Class Section Builder World
Phase 1: Wait List Configuration

- Work is underway to create the delivered Wait List experience in a development environment.

  - What will wait list look like for students? Curricular reps? Instructors? Advisors? ...
  - What messages will exist?
  - How often does waitlist run?
  - Continue with existing enrollment limits for waitlisting?
  - Continue with deadlines as they exist?
Phase 2: Wait List meets Reserved Capacity

- How will Reserved Capacity work with Wait List functionality?
- What will reserved cap look like for students? Curricular Reps? Instructors? Advisors?
- Will it be possible to place multiple reserved groups on a section?
- What deadlines (if any) will be associated with reserved capacity?
Phase 3: Enroll App/Class Section Builder Era

- Two new end-user facing systems are currently under development...

- How will Wait List and Reserve Capacity display with the new Enroll App and Class Section Builder?
REQUISITE AMNESTY

MICHELLE YOUNG, APIR
Requisite Amnesty Program

• All course requisites will be written in a way that is enforceable in the enrollment system.

• Students will have clear, consistent information about the academic preparation they need to have in order to be successful in a class.

• UW-Madison has ~9,000 courses. That’s a lot of course proposals...

• As of September 1, 2015 all courses that go through the course proposal process will have enforceable requisites
Requisite Amnesty Program

• Any subject owner, with the approval of their school/college curriculum coordinator may update the requisites via spreadsheet for ALL courses in the subject listing

• Currently in the volunteer phase, eventually when there are no more volunteers subject owners will be required to do this.

• Is this really a good idea?

• Contact Michelle Young  michelle.young@wisc.edu  to request a spreadsheet of all active courses in your subject listing.
NEW ENROLLMENT TOOLS UPDATE

AARON APEL,
OFFICE OF THE REGISTRAR
New Enrollment Tools Layout
New Enrollment Tools Events

New Enroll App Forum
May 18  12Noon-1:30PM
WisCel Active Learning Lab (3250 College Library)

New Enroll App Learning Labs
May 22  12Noon-1:30PM
May 24  2:30-4:00PM
May 25  9:00-10:30AM
May 31  2:30-4:00PM
All sessions will take place in 2257 College Library

Please pre-register. Space is limited.
Refer to Advisor Link email or Forum follow-up email for links.
R25 WEBVIEWER UPGRADE

ANGIE RIEVES,
OFFICE OF THE REGISTRAR
Coming this summer ... 25Live! WebViewer!!!

Top 3 Reasons to Upgrade R25 WebViewer
• Software is no longer supported. We are long overdue for an upgrade.
• Campus needs a more user-friendly room/event scheduling system that can be used on multiple platforms.
• Class Schedule Builder integration requires a more updated tool.
25Live! WebViewer Location Availability

Welcome to Shanna’s Sample Database!

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(as of 6:09 pm)
25Live! WebViewer Mobile View – Locations

Your Starred Locations

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<tr>
<th>Location Name</th>
<th>Formal Name</th>
<th>Max Capacity</th>
<th>Actions</th>
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<td>25</td>
<td>Request It</td>
</tr>
<tr>
<td>BAQ 100</td>
<td>Business Administration Quad - Room 100</td>
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<td>Reserve It</td>
</tr>
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<td>MSC BRABC</td>
<td>Macadam Student Center - Ballroom</td>
<td>400</td>
<td>Request It</td>
</tr>
<tr>
<td>USC POOL</td>
<td>University Sports Complex - Pool</td>
<td>100</td>
<td>Request It</td>
</tr>
</tbody>
</table>

No More Results
# 25Live! WebViewer Location Details

## Location Details

### MSC BRABC (Macadam Student Center - Ballroom)

### Details Tab

<table>
<thead>
<tr>
<th>Comments</th>
<th>Layouts</th>
<th>Images</th>
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<tr>
<td>none</td>
<td>Max Capacity</td>
<td>Viewing Layout Diagram: Rounds of 10</td>
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<td>Custom (default)</td>
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<td>Rounds of 10</td>
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<td>Rounds of 8</td>
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</table>

### Default Instructions

These are setup instructions.

### Features

- ADA Accessible
- AV - Data Projector
- AV - Internet - Ethernet
- AV - Internet - Wireless
- AV - Screen - Automatic
- AV - Sound System
- Air Conditioning
- Floor - Carpet
- Lighting - Dimmable
- Seating - Moveable

### Categories

- ADA Compliant
- Available for Public Use
- Type: Dining Space
- Type: Multipurpose

### Related Spaces

- Divides Into MSC BRA
- Divides Into MSC BRB
- Divides Into MSC BRC
- Divides Into MSC BRAB
- Divides Into MSC BRBC

### Attributes

- For Use, Contact: Student Center Manager
- HVAC Zone: 5
- Latitude: 45.519300
- Longitude: -122.681100
- Phone Extension: 7890

### Location Scheduler

- Name: Tobi Macev

### Map

[Map of Location]
25Live! WebViewer Mobile Event Creation

Event Name

Event Type
Select the event type that best corresponds to the event you're requesting.

Note: Changing the Event Type may update selections for the following: Custom Attributes, Categories, Contact Roles, Requirements, Publish to Calendar.

Search for an Event Type

Primary Organization

Search for an Organization

Date and Time
Select the dates and times of the actual event.

Event Start: Thu Apr 13, 2017 10:00am
Event End: Thu Apr 13, 2017 11:00am

The event begins and ends on the same day.

Event Duration: 1 Hour
THANK YOU FOR ATTENDING!