ANNUAL REPORT

2015 - 2016

Office of the University Registrar

UNIVERSITY OF
Nebraska
Omaha

We aspire to be a department of professional excellence recognized for our student-centered environment.

The Office of the University Registrar will provide high-quality service to our customers with the highest standards of integrity, accuracy, efficiency, confidentiality and security. We will strive to be at the forefront of cutting-edge technologies and partner with students, faculty, staff, and alumni to provide comprehensive services for enrollment and academic records management.

Values

- Safeguard the privacy and security of academic records
- Collaborate with others for ongoing improvement and innovation
- Leverage technology to provide our customers greater access and functionality
- Provide the UNO community the resources and support to effectively utilize all technology related to the Student Information System
- Foster a staff of caring and motivated employees
- Encourage teamwork within the work place
- Monitor office practices and procedures to ensure the most efficient and prompt service
- Be ethical in all we do
- Contribute to the Enrollment Management mission of UNO

↑ **342%**
More TES Transfer Equivalencies Created

↑ **23,413**
UNO Transcript Orders Processed

↑ **2,863**
UNO Degrees and Certificates Posted

Note: Data provided in this report is from July 1, 2015 to July 1, 2016 unless otherwise noted

ACCOMPLISHMENTS

While our full list of accomplishments cannot fit on one page, we do want to highlight the following that made a major impact on how our office works with students, faculty, and staff across the University. We look forward to new projects in 2016-17 as well.

2015-16

- Created a mobile-friendly Graduation Application

- Led implementation of CourseLeaf's CLSS Course Scheduling System University-wide

- Created and implemented a new Total Cumulative GPA value for students to view UNO GPA combined with their transfer GPA in MavLINK

- Hired two enrollment representative positions

- Implemented a student photo roster for Faculty

- Created office accounts for Facebook and Twitter

- Implemented LiveChat on website for students

- Added new Attendance Roster for Faculty to include FW grade and attendance status

- Implemented MavLINK Mobile for Faculty

- Developed online Change of Grade process for College of Public Affairs and Community Service

- Implemented drop messaging in MavLINK for targeted alerts on student course withdrawal

- Researched and co-presented proposal for community college articulations to General Education Commmittee

- Assisted with the integration of scholarship and student groups as well as graduate students into MavTRACK system for advising purposes

Coming in 2016-17

- Develop new electronic forms and services for students. Explore and develop plans for NeSIS eForm technology to create and replace all existing paper forms and processes for student records

- Degree Works and Transferology Integration

- Researching and assisting with setup for Integrated Planning & Advising System Phase I/Phase 2

- Implementing new advanced class search in faculty and staff MavLINK

- Better FERPA outreach for campus and SIS access. Provide better integration with student records system access and data access responsibilities

- Improve content delivery and extend campus training for FERPA Compliance, Peoplesoft/MavLINK, Degree Works, CCMS, TES, CLSS systems. More scheduled training sessions available through website and outreach as SIS access is approved.

- Transition of mobile services to MavLINK. All MavLINK mobile features available and functional through MavLINK redesign.

- More oversight on student data access for Student Information System and integrations with other third-party systems. Monitor existing and new contracts for systems/processes that integrate with SIS.

- Explore Digital Credentials including electronic diplomas

MESSAGE FROM THE REGISTRAR

I am excited to present our 2015-2016 annual registrar report. This is the second year we have published our report online, and we have again updated the style and format of the information presented. Our office has worked hard in a number of areas: improvements to MavLINK, online Change of Grade, mobile improvements, and better communication with students and faculty to mention just a few. New technologies are now the norm, so helping our staff to adapt and embrace these new technologies is also the norm.

Thank you for taking the time to read our report. Found within the content are four areas of focus:

- **Communication** Outreach to students via Facebook, Twitter, Chat, and Improvements to MavLINK
- **Staffing Adjustments** Meeting process changes, demand changes, and new office hours
- **New Technologies** Staying current with national and local trends, maintaining systems we are responsible for as they evolve, and using new ideas to improve our students' experience at UNO
- **Training** As the custodians of permanent academic records, our job is ongoing to help staff and faculty understand records compliance issues. Likewise, we help users understand how to use the student information system, Degree Works, transfer credit systems, and MavLINK.

UNO is a growing and changing institution, where so many exciting things are happening daily. Our office is fortunate to be an active part of this, so within these pages we mention some of the exciting things we have accomplished this past year, as well as a number of things we are working on for 2016-2017.

Finally, one of our core values is to foster a staff of caring and motivated employees. I know how hard these folks work and I have seen how much they care about the students we serve, but for this office the job is never done. We are all looking forward to the start of the Fall term, with all the new and exciting challenges it will present.

Mark Goldsberry
Registrar

Staff Changes

Barbara Bowley

Education Records Representative
bbowley@unomaha.edu

Barbara's position deals primarily with graduation processes. This involves processing degree applications, auditing student records for GPA and honors, verifying payment of graduation fees, processing final work sheets, and clearing students for graduation.

Matt Harrington

Communications Coordinator
mgharrington@unomaha.edu

Matt's position involves reviewing and answering emails sent to and from unoregistrar@unomaha.edu including mass emails to students. Matt manages the Office of the University Registrar Facebook and Twitter accounts to share with students, staff, and faculty what the Registrar's Office does. In the coming year, Matt will take on more website responsibilities and complete publications for the Registrar's Office.

Linda Kieselhorst

Education Records Representative
lkieselhorst@unomaha.edu

Linda's position is responsible for student enrollment and degree verification. Linda also assists with graduation processes such as auditing student records for GPA and honors along with processing final work sheets and clearing students for graduation.

Office Highlights

UNO Service Awards
- Joan McCullough - 35 years
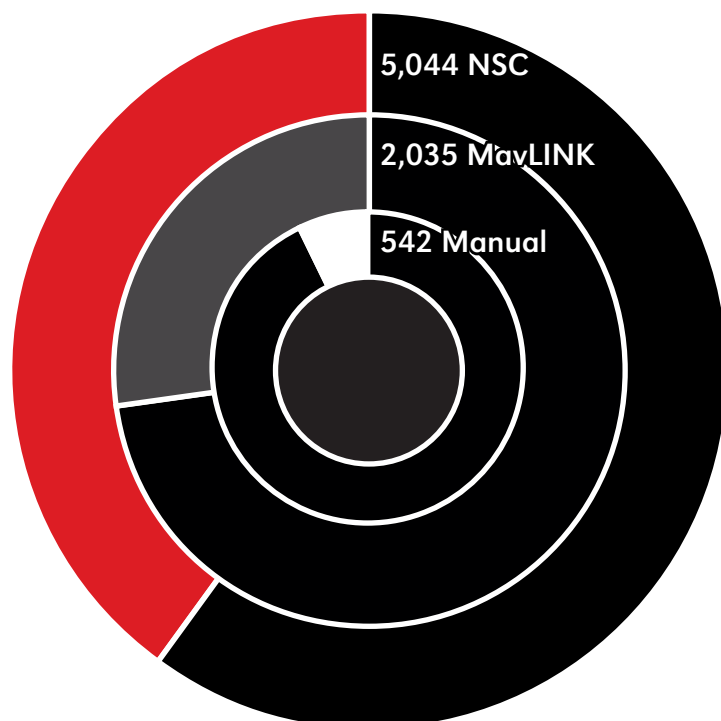- Nancy Stanek - 10 years
- Jenna Olson - 5 years

Office Service Projects
- Non-perishable food collection for Maverick Food Pantry
- Nebraska Humane Society holiday gift donation

National Student Clearinghouse Verifications

583 Attendance

5,044 Enrollment

5,458 Degree

Enrollment Verifications

5,044 NSC

2,035 MavLINK

542 Manual
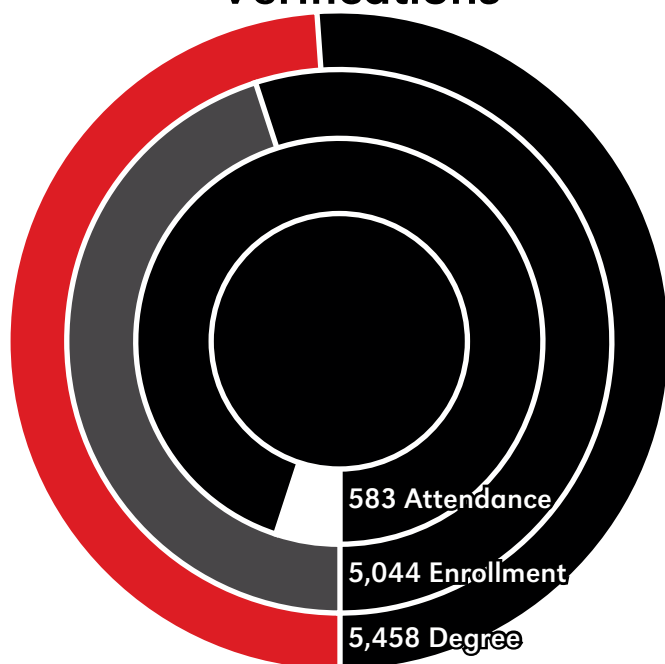
PRODUCTION NUMBERS

UNO transcripts, transfer credit, and enrollment/degree verifications are an important part of our office. Parchment, TES, Transferology, and the National Student Clearinghouse are the systems utilized to provide our customers greater access and functionality.

The Office of the University Registrar reports enrollment and degree information to the National Student Clearinghouse (NSC) on a regular basis. Information provided to this database helps to ensure student loans stay in deferment while they further their educational pursuits at UNO. One of the most common requests from third parties through the NSC, in the 2015-16 year, were Enrollment Verifications.

45% of verification requests through the NSC this year were Enrollment Verifications coming from third parties such as employers. These PDFs function as an official document to streamline the process for employers to verify their employee's student status. Empowering employers to verify an employee's status without having to wait for manual processing is one way UNO is making it easier for students to continue their education while working.

Students can request Enrollment Verifications for different reasons. Some need these verifications for scholarships, others can provide this document to government officials to prove their educational status. Students can use MavLINK to download a PDF showing their current enrollment at UNO. This is a vast improvement over the manual processing of Enrollment Verifications that can take up to two days for a student to request and receive.

In the 2015 - 16 year, 2,035 Enrollment Verification certificates were downloaded through MavLINK.

In addition, our office manually processed 542 Enrollment Verification requests. We are thrilled that nearly 2,500 more requests were processed electronically than last year.

We look to continue offering students efficient and timely service through the most up-to-date technology available.

Transferology

Transferology is a tool students can use to see how their courses from various institutions will transfer to other institutions. Our office maintains the Transfer Evaluation System (TES) for UNO and Transferology pulls equivalency information from TES to match with the prospective student's previous courses. This system allows students to see what percentage of their courses will transfer to UNO.

795 Views of UNO's Profile Information on Transferology

With Transferology, our office can see what courses students may wish to transfer and are missing UNO equivalencies.

Transferology is a tool that is incredibly useful for students seeking to transfer to UNO. Our office is looking to use this system to make transferring to UNO even easier.

The 795 Transferology views of UNO's information are nearly doubled from 2014-15 and represent when a student looked at UNO's equivalencies and profile information.

Transferology, our staff, and a dedicated team of advisors and faculty work to show students the opportunity they have at our premier metropolitan university. We are thrilled to use this system to contribute in our way towards UNO's enrollment goal.

Intercampus/Change of Campus

From July 2015 to July 2016, our office processed 181 Intercampus Applications. Intercampus students can apply to take courses at any UN campus without leaving their degree UN campus.

181 Intercampus Applications Processed

We also processed 161 Change of Campus applications. These students have decided to transfer on to another UN campus and we are proud they have decided to stay in the University of Nebraska family.

Transcripts Ordered

After registration, transcripts are the most common service our office provides to students. We have fulfilled approximately 5,500 more transcripts than last year. Over 10,000 paper transcripts were requested in the past year and were sent out within three business days.

23,413 Transcripts Ordered

46% — 10,726 Paper Orders

54% — 12,687 Electronic PDF Orders
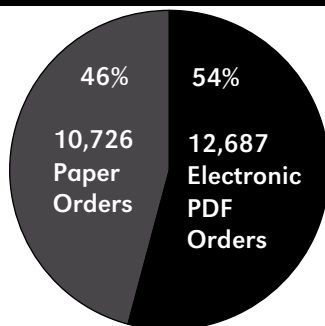
More than 12,000 electronic PDF transcripts were processed using the Parchment ordering service. Students received their PDF transcripts in 10 minutes or less with this service.

Transfer Evaluation System

Utilized to assist transfer students coming to UNO, the Transfer Evaluation System (TES) is used by advisors, faculty, and the Registrar's Office to ensure students get consistent and fair evaluation of credits earned at other institutions.

6,033 TES User Logins

6,286 Course Descriptions Viewed

6,455 TES Equivalencies Created

In the past year, our staff along with advisors have worked hard to create almost 6,500 equivalencies in TES. The more equivalencies built, the faster a student's previous coursework can quickly be evaluated.

### 11,051 Incoming Transcripts Posted

Transfer Credit

With UNO seeking to increase enrollment, more students are transferring credits to UNO.
Our office posts incoming transcripts to the student's undergraduate record and awards transfer credit based on current transfer equivalencies.
In 2015 - 16, our staff posted more than 11,000 transcripts to UNO student records.
We are excited so many students from other schools see UNO as a place to finish their degrees.
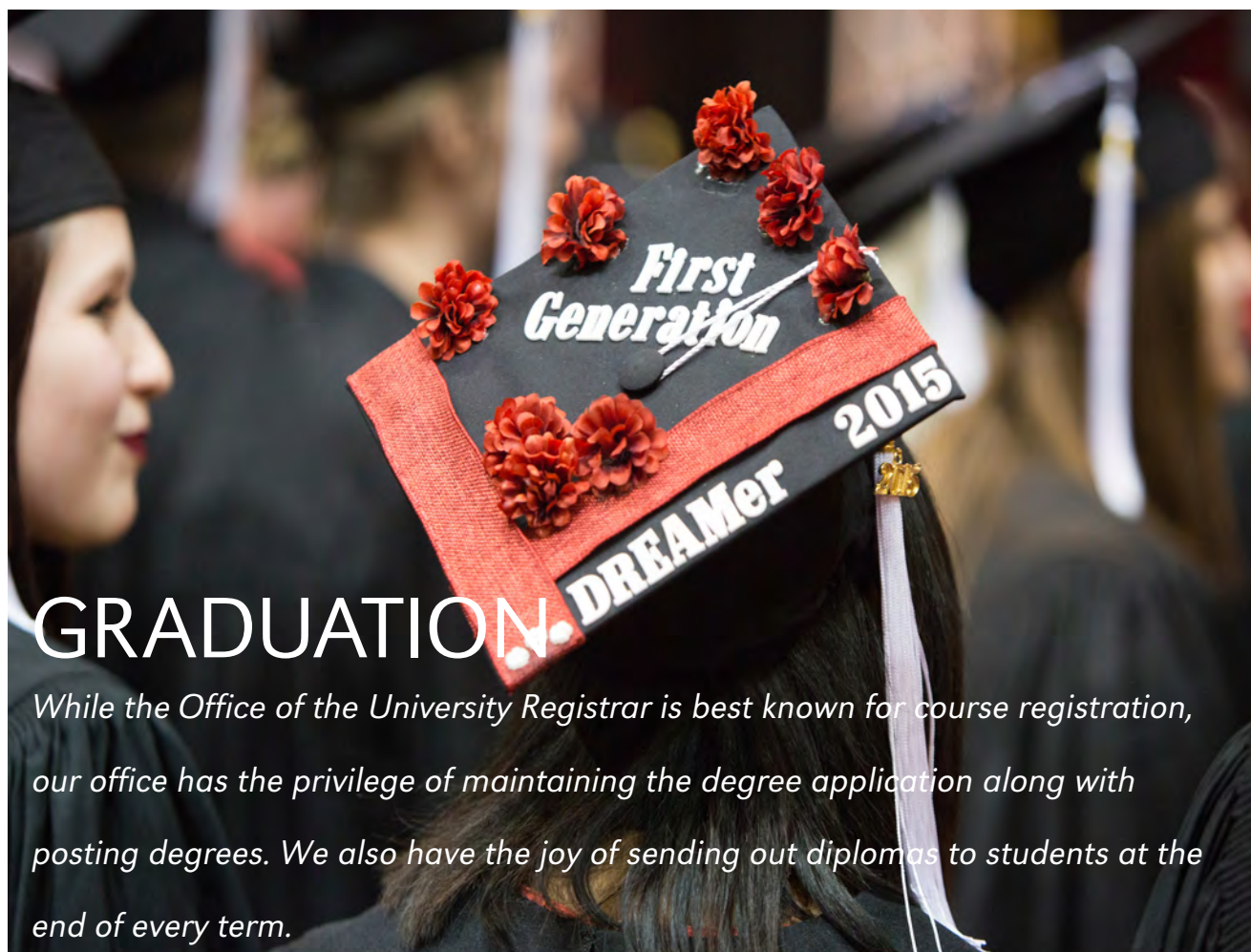
GRADUATION

While the Office of the University Registrar is best known for course registration, our office has the privilege of maintaining the degree application along with posting degrees. We also have the joy of sending out diplomas to students at the end of every term.

Application for Degree

Our part in the graduation process focuses on the Application for Degree, otherwise known as the graduation application. Students are able to access and complete the application, graduation survey, and online payment in no more than 15 minutes through MavLINK. The Application for Degree opens near the start of each term and is due approximately two months before the term ends.

Degree Posting

The Degree Posting process begins the day after the term ends and is a busy time for our graduation staff. As instructors post grades, our staff is continuously updating student records and checking to see if all graduation requirements have been met. Once a student has completed all their graduation requirements and the appropriate records have been submitted, our office posts their well-earned degree to their record, certifying their graduation from UNO.

How Degree Posting Helps Students

Posting the degree allows students to send transcripts to government officials, employers, or other institutions proving their graduation from UNO. Due to the electronic transcript ordering system, students can even request their transcripts months ahead of time putting them on hold until their degree posts. Once the degree has posted, the transcript can be sent out within minutes. Our electronic transcript ordering contributes to our most important goal of providing excellent service to our graduates and all students.

The Diploma

Every student knows graduation means receiving their diploma. After the term ends, we give students 15 business days to complete all graduation requirements. Within five days, we are sending out diplomas. If a student needs their diploma earlier than this, they can come in after their degree has been posted to pick up their diploma in our office. We know the desire to receive a hard earned diploma and we strive to deliver as quickly as possible.

2,714

2,501

| 2015 - 2016 | 2014 - 2015 |

**Fall and Spring
Degrees and Certificates Posted**
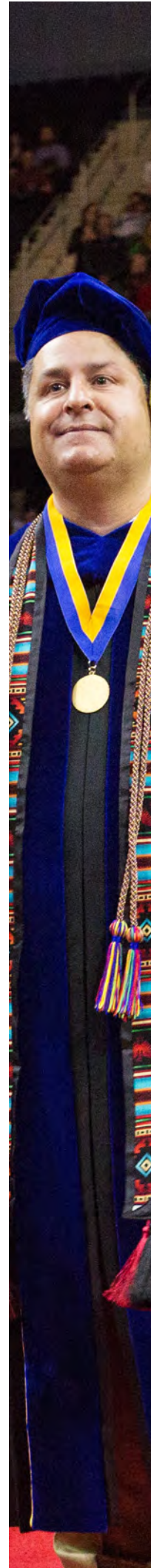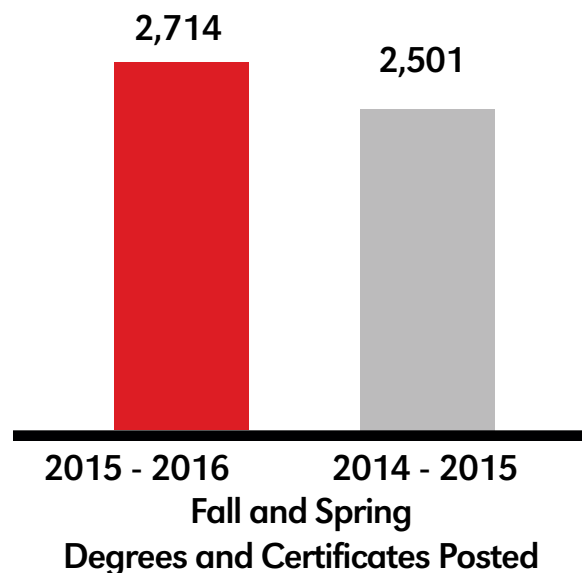
The 5-Step Graduation Process

As we look ahead to the coming year, we are excited to be working with University Communications, Graduate Studies, the UNO Bookstore, advisors, and faculty across campus to streamline the graduation process.

The goal of this group is to make a clear and concise guide for students to graduate. The group will be focusing on a 5-step process, where the Application for Degree will be the second step and greatly impact the communication students receive from University offices.

We will work with University Communications to ensure the appropriate students receive the application deadline reminders based on their class standing and their application status. The goal is to provide as few timely reminders to students as possible and increase the value of each email.

	Applications	Degrees and Certificates Posted
Fall 2015	1143	1088
Spring 2016	1720	1626
Summer 2016	689	588

*Note: Students who receive more than one degree are counted twice.

DIGITAL COMMUNICATION

Our office had a complete website redesign in 2014 - 2015, working with University Communications to brand our website to UNO standards and make it easier for visitors to find information. In 2015 - 2016, we increased our digital presence by adding a Registrar Facebook and Twitter account.

With our new Communications Coordinator leading the effort, we took our first steps into Social Media in Fall 2015. At nearly the same time, we participated in a University pilot program to include a webchat function, LiveChat, on our student webpages. These efforts, along with the continuous updating of our website, made 2015 - 16 a successful year as our office seeks to use new methods to reach out to students and other customers.

Digital communication is not simply about having an aesthetically pleasing website, launching a Facebook page, or a Twitter account. Each of these must serve a larger purpose in the office or the communications are not fulfilling their full potential.

One of the purposes of launching new forms of communication such as LiveChat and Social Media accounts was to improve the customer service our office offers.

Our website had over one million visitors this year, but there was no way for these readers to ask clarifying questions without calling or emailing and waiting for a response. In the 2014 - 15 school year, our office decided these were visitors whose experience we could improve by adding a web chat service. In September, we were excited to be one of the first three offices on campus to offer webchat to visitors.

The Registrar website gathered over one million visits in 2015 - 2016. Over 400,000 visitors viewed the Class Search or Academic Calendar.

We also began looking at how students communicate between themselves. Facebook and Twitter have long been used by more than the stereotypical college student, and we know UNO's student body is far from stereotypical. Facebook and Twitter each have different advantages and we decided to take advantage of these platforms to help spread the word about what our office does. While we don't have a full year's worth of data, we have enjoyed sharing our story in a new medium we believe will continue to provide value to students in years to come.

Digital Communication Highlights	
Class Search Views	241,924
Academic Calendar	172,624
Twitter Impressions	86,000 *November-July
Course Catalog Views	67,751
Facebook Reach	17,830 *October-July
LiveChat Questions	831 *September 24-July

Outgoing Communications

One unanticipated, but amazing effect of Social Media for our office, has been the success of some of the more "human" posts. Our posts about #POTUSatUNO and #FLOatUNO both performed well. The post we loved most was having a student worker post get shared by her swim team and get the best reach of the summer.

LiveChat

September 24, 2015 was the launch of the UNO LiveChat program. Our office was thrilled to participate in the initial 60 days of the pilot program and it couldn't have come at a better time to test the effectiveness.

In late September our office has quieted down from the rush of Fall term starting, by mid-October the Spring term schedule is out, the Graduation Application deadline is approaching, and Spring registration begins at the end of the month. This allowed our office to see what both a quiet and busy time would be like on LiveChat. Our initial month brought almost 100 individual visitor chats with us, including 14 chats in one day. The following month, during registration, we had over 100 chats with students seeking assistance. LiveChat allows us to provide better service by immediately answering questions that otherwise would've been emails or phone calls, or worse, gone un-asked. We are excited to continue this service into 2016.
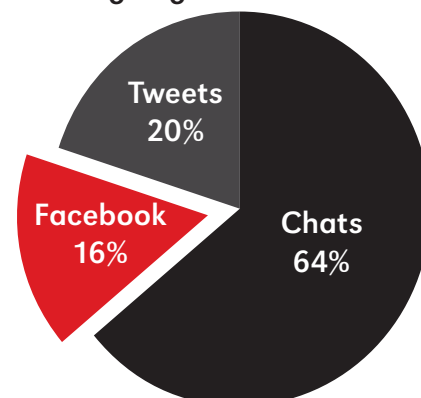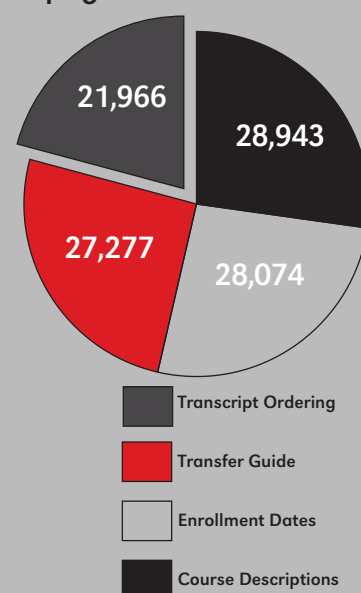
Social Media

Shortly after LiveChat launched, we joined Facebook as the UNO Office of the University Registrar. While it took awhile for us to find our social legs, we are thrilled to be approaching 200 likes on our office page after only nine months.

After Facebook 's successful launch in October, we joined Twitter in November just in time for undergraduate registration.

100,000 post views on Social Media

In the short term, we have been pleased to see some of our most important information shared through the University's social campus. Our Fall 2016 schedule go live was one of the biggest posts on both platforms so far.
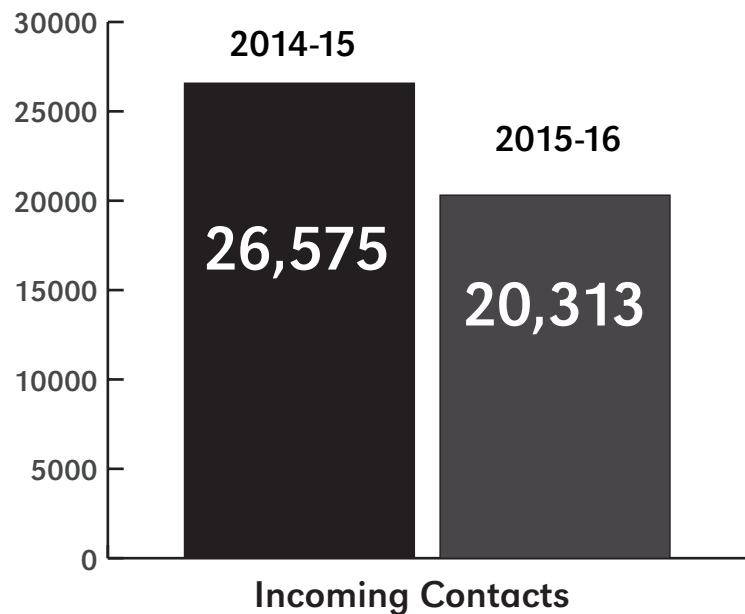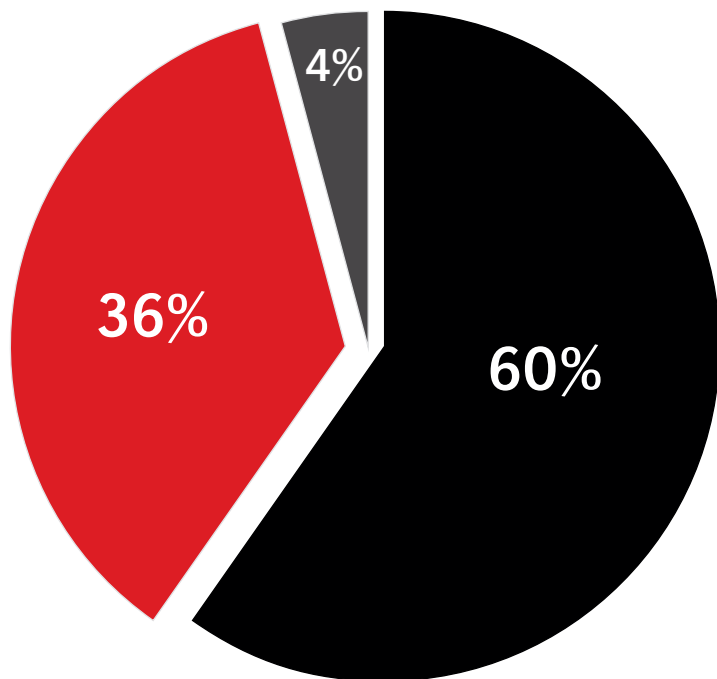
Website

We continue to update our website to better serve students, faculty, and alumni. We've added links for LiveChat, Social Media, and updated our Staff Directory. We have taken student suggestions and made improvements to MavLINK Class Search.
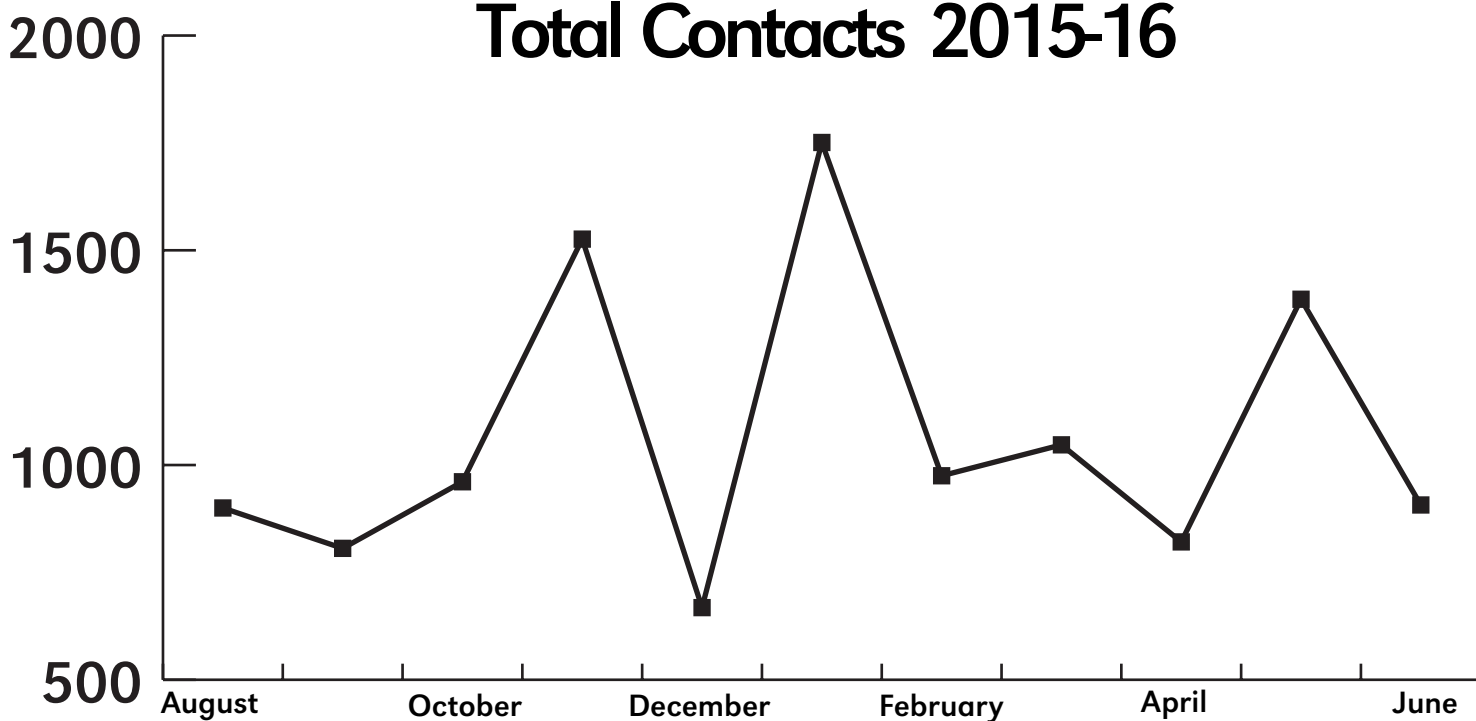
Webpage Views

Phone Calls   **Email**   **Chat**

60%
36%
4%

2014-15
26,575

2015-16
20,313

Incoming Contacts

30000
25000
20000
15000
10000
5000
0

Total Contacts 2015-16

2000

1500

1000

500

August   October   December   February   April   June

CONTACTS

We strive to provide excellent customer service to all students, faculty, staff, alumni, and third-parties. A major part of customer service involves email, phone calls, and LiveChats that come to our office every day.

Phone calls down in 2015-16

Overall our incoming contacts by phone were down in 2015-16. We hope this is because we are doing a better job of proactively putting relevant information out to students in email, on our website, and through other means. Phone calls remain the majority of our contact with students. With over 12,000 phone calls in 2015-16, we have a wide range of issues that come into our office. We strive to provide the answer to students on the first call or help them reach the appropriate party if our office doesn't have the answer.

Emails Exceed 2014-15 numbers

Our office email account registered nearly double the number of emails in 2015-16 from 2014-15. While it doesn't quite make up for the decrease in phone calls, the increase in email communication is good for our ability to provide a detailed answer to students. These emails help us review what questions are being asked on a regular basis and how quickly we are getting responses back to students. We are proud that all emails sent during business hours are replied to the same day and those received while we are closed are answered the morning of the next business day.

New Communication Methods

1. The first new method we introduced this year was LiveChat, a website chat system. We are thrilled to have helped bring this new method to UNO and be among the first offices to utilize it.

2. Just a week after LiveChat debuted in the office, we joined Facebook and are approaching 200 Likes on our page. We've received a handful of questions through Facebook and look forward to utilizing this platform in the future.

3. Finally we joined Twitter in November and have gained 119 followers. Like Facebook, we are still new and students are beginning to figure out they can ask questions over Twitter. We are excited to continue these new modes of Customer Service in 2016-17.
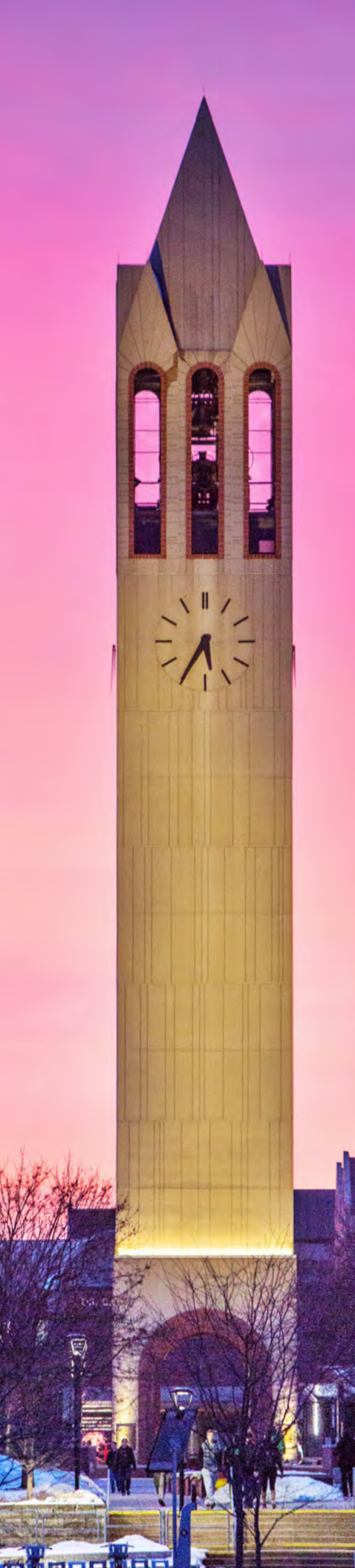
FORMS AND PROCESSING

Paperwork is often muttered with a tone of despair, but it does help our office keep up-to-date records and provide information to faculty, staff, and students in a timely manner.

Our office processes and maintains a lot of forms and records for the University of Nebraska at Omaha. Below are just a few we believe have a large impact on students and our community. While forms like Name Changes and Grade Changes are rather obvious, the Passport Program and ImageNow may be unfamiliar to some.

The Senior Learning Passport Program allows individuals, who are at least 65 years of age, the opportunity to attend undergraduate courses at UNO. Participants are allowed to attend two courses a term, for three consecutive terms if there is extra space and the instructor allows it. The $25 upfront fee covers an entire year for learners and no additional fees are required.

We also maintain records in a digital database, ImageNow. This system allows us to scan our paper documents and retain them in a digital database for quick reference. Throughout the year, we scan not only new documents coming in from current students, but also the Permanent Records from students who attended UNO prior to 1986.
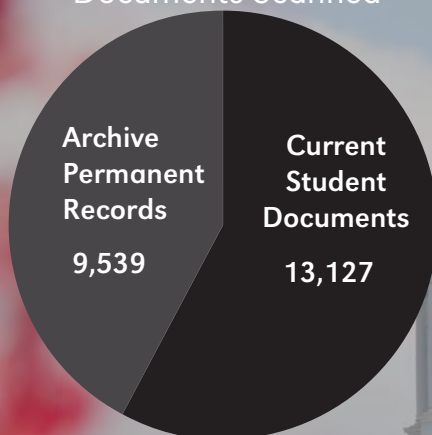
Name Changes
2,172
Updated in Peoplesoft

317
Name Change Files Scanned Into ImageNow

ImageNow
Documents Scanned

Archive Permanent Records
9,539

Current Student Documents
13,127

Grade Changes
1,903
Annual Total

134
Through Online Grade Change Process

Appeals Processed

Medical
131

Student
413

Passport Program
66
Senior Learning Passport Program Enrollments Processed
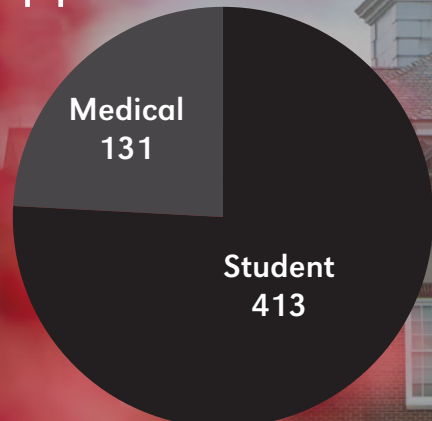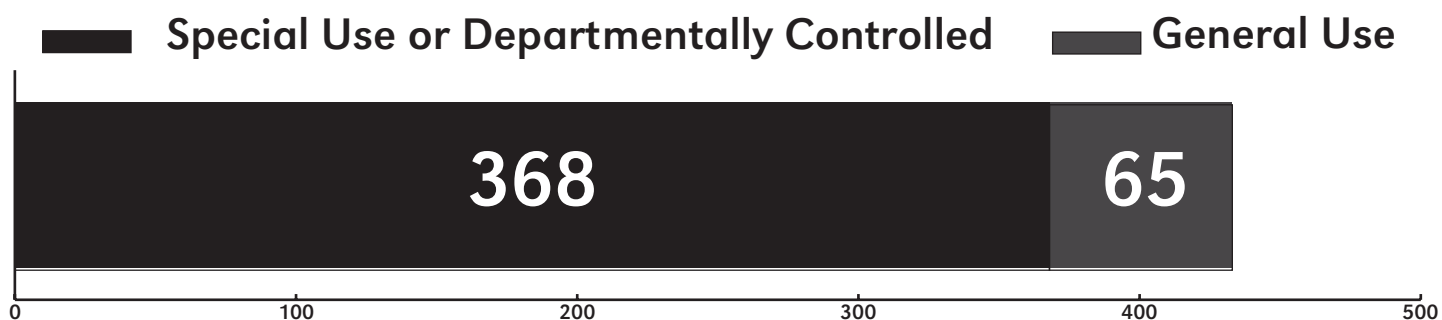
Documents Notarized
240
(Includes Information Release, Diploma Apostile, Transcript Apostile, and Enrollment Verification Apostile)

SCHEDULING

Classrooms Scheduled

Below are the number of classrooms our office scheduled for UNO in 2015-16.

■ Special Use or Departmentally Controlled   **▬ General Use**

368	**65**	

0   100   200   300   400   500

Classes Scheduled

In 2015-16, we scheduled nearly 9,000 classes for UNO. Every term we work with departments to schedule the courses based on the department's decision of which courses to offer, how many sections, and the number of students. All of these factors impact the classrooms and times a course is offered.

3,808	3,705	1,208
Fall 2015	**Spring 2016**	**Summer 2016**
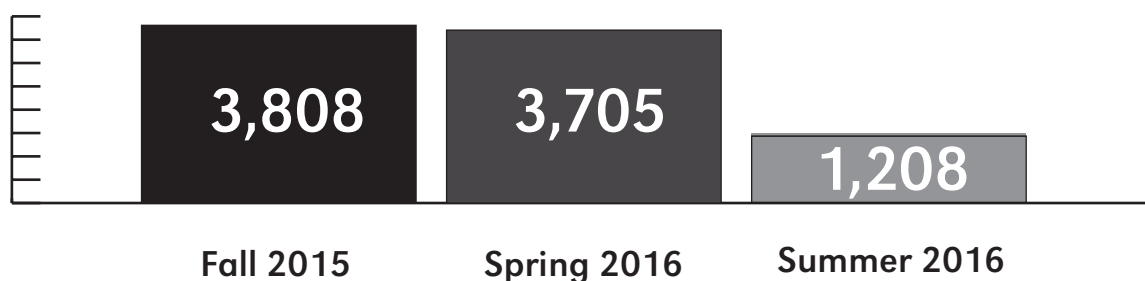
CCMS and PROGRAM CHANGES

CCMS

Course Catalog Maintenance System (CCMS) is used across UNO to make changes to courses and display these changes in the Course Catalog. This system also interacts with PeopleSoft to keep those courses up-to-date.

Program Changes

Program changes include all students changing or adding a major, minor, concentration, and/or endorsement.

CCMS
414
Course Change Submissions Processed

Program Changes
5,087
in 2015-16 Academic Year

ATHLETIC CERTIFICATION OFFICE

The Athletic Certification Office within the Office of the University Registrar is a requirement for NCAA Division I schools. The staff in this office are the Assistant Registrar for Athletic Certification and the Athletic Aid Certification Specialist.

Monitor 290 student-athletes - incoming and current

- Work with athletics and academic advisors to ensure that coursework is meeting student-athlete progress towards degree standards as set forth by the NCAA and the institution

- Ensure that student-athlete financial aid is packaged appropriately under Title IV regulations and NCAA bylaws

- Awarded over $2 million in athletic aid for the 2015-16 year

- In 2015-16, student athletes at UNO earned over 250 merit based (non-athletic) scholarships, totaling $1.5 million. All of these must be monitored to determine if they are allowable under NCAA bylaws and to ensure that individual or team aid limits are not exceeded.

- Check on admission and registration status of 81 incoming student-athletes - freshman, transfers, and international

- Evaluate transcripts of 41 prospective transfer student-athletes

- Maintain Student Groups and Athletic Eligibility in PeopleSoft

- Estimated daily average 40 calls and emails to and from athletics, advisors, student-athletes and parents

Reports

- Compile and submit Graduation SuccessRate (GSR) report due to NCAA by June 1

- Compile and submit Academic Progress Rate (APR) report due to NCAA eight weeks from the first day of the fall semester

WORKSHOPS AND TRAINING

This report has already mentioned several systems our office maintains. What follows are the workshops and training sessions we offer for faculty and staff and the systems those workshops cover.

Workshops/Training Sessions Offered

- With CourseLeaf Class Section Scheduling System (CLSS) being new to UNO for the Summer 2016 course build, Associate Registrar, Allison Junker offers training at least once a month for department schedulers to learn the ins and outs of this cutting edge system.
- In sessions built to cover four different systems, Associate Registrar, Cara Ortega taught advisors how to use Degree Works, MavLINK, PeopleSoft, and WebFocus. She covered how to read the degree audit and exceptions access in Degree Works. The workshops covered how to navigate MavLINK and PeopleSoft quickly for advising functions such as student look-up, permission numbers, and unofficial transcripts. Finally, they worked on WebFocus, also known as PING, to show how to find college's student lists, track enrollment status and advisor assignment, and pull information on groups of students.
- The Spring 2016 Registrar Staff Retreat allowed staff to focus on our office's new systems and changes for the 2016-17 school year.
- FERPA 101 Training is offered by Senior Associate Registrar, Matt Schill, and Allison Junker to all faculty and staff. This session explains the requirements of FERPA and the reasons it is important to staff, faculty, the university, and most importantly students.
- Our office provided TES training to new advisors and appropriate department chairs in sessions conducted by Associate Registrar, Jenna Olson. These training sessions teach advisors how to route new equivalencies in TES and how to create new equivalencies. Department Chairs learn how to approve new equivalencies for students transferring to UNO.

82 training sessions offered for faculty and staff in 2015-16

Systems Maintained

- CourseLeaf Class Section Scheduling System
- Degree Works
- ImageNow Student Records Document Imaging System
- MavLINK
- Parchment Online Transcript Ordering
- PeopleSoft - Student Information System
- Transfer Evaluation System
- Transferology
- Registrar Website Content Management System
- Resource25/Schedule25 Room Scheduling System

PROFESSIONAL DEVELOPMENT

In order to keep up–to-date on the best practices and new methods for Registrar Office's

across Nebraska and the United States, our staff regularly attends conferences as

participants and presentors.

Presentions
- "Who Needs Paper or Excel When You've Got CLSS?" - CourseLeaf Leepfrog User Conference 2016
- "Providing Student Services Through a Customized Dashboard" - American Association of Collegiate Registrars and Admissions Officers (AACRAO) Annual Conference 2016
- "Case Studies: Maximizing the Benefits of Electronic Transcripts" - AACRAO Annual Conference
- "Discussion for Sending and/or Receiving Electronic Transcripts, Round Table" - AACRAO Transfer and Tech Conference
- "Eliminating Schedule of Classes Headaches" - Nebraska Association of Collegiate Registrars and Admissions Officers (NACRAO) Fall 2015 Conference

Conferences Attended
- American Association of Collegiate Registrars and Admissions Officers (AACRAO) Annual Conference 2016
- AACRAO Transfer and Technology Conference 2016
- CourseLeaf Leepfrog User Conference 2016
- Nebraska AACRAO Conference 2015
- NACRAO/Parchment Nebraska User Conference 2015
- Parchment Exchange User Conference 2016
- Summit on Innovating Academic Credentials 2016
- NCAA Regional Rules 2016

COMMITTEES & COLLABORATION

Part of our mission statement is to partner with students, faculty, staff, and alumni to

provide comprehensive service for enrollment and academic record management. We were

proud to take part in the following Committees and Collaborations in 2015-16.

- AACRAO Standardization of Post-Secondary Education Electronic Data Exchange (SPEEDE) Committee
- Academic Advising Council
- Academic Advising Transfer Committee Sub-Group
- University of Nebraska at Omaha Appeals Committee
- Articulation Sub-Group Committee
- Contract Review Team
- CourseLeaf Class Scheduling Pilot Project
- Enrollment Management Diversity Committee
- General Education Committee - New Student Orientation General Education Presentation
- General Education Articulation Subgroup
- MavTRACK Advisory Board/IS Support
- NACRAO Honorary Membership Committee Chair
- Nebraska Association of Collegiate Registrars and Admissions Professionals

- NeSIS User Interface Committee
- NeSIS MavLINK Mobile Campus Lead
- NeSIS Student Records Group (NSRUG)
- NeSIS Year of the Staff Tools Training
- New Faculty Workshops
- Parchment Users Advisory Board
- PESC Academic Credentialing and Experiential Learning Task Force
- PS Account - SR/Final Approval
- Regulated Data Authorization Committee
- Strategic Planning Forums
- Success Academy Taskforce
- University of Nebraska at Omaha Commencement Committee
- UNO Student Records lead for campus-wide portal project for students, faculty, and staff

PEOPLESOFT/NeSIS TESTING AND ENHANCEMENTS

Enhancements to the Core NeSIS system are needed as business processes change and we continue to provide better service to our constituents and keep up with Federal regulations.

- Validated, tested, and promoted to Production 17 UNO Modifications to the Peoplesoft NeSIS system
- Assisted in the testing and implementation of 28 mods for the NeSIS system

MAINTENANCE

The Oracle Campus Solutions Peoplesoft Student Information System is constantly undergoing maintenance to its core system and infrastructure. Campus testing of current business processes and system integrations need to be routinely validated and tested through non-production environments prior to upgrades to production.

- Oversee maintenance and testing of four quarterly Peoplesoft upgrades (Peoplesoft Bundle 37-Bundle 41) to Student Information System through five environments

REPORTING

Provide campus assistance for reporting needs and student data validation and support for institutional business needs

- Provided numerous weekly ad-hoc reports to Colleges and programs
- Provided collaboration and oversight to WebFocus College Dashboard system
- Tested, validated, and promoted six new College/Department dashboards with 17 new on-demand reporting tools

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