SIS Info for AAG Meeting

March 2, 2010
9:30 a.m.

1. FINAL ENROLMENT FIGURES FOR AGSEM (201001)
    A report of 201001 statistics will be generated on Monday March 29. Please make sure to have the TA information entered on SSASAECT in Banner prior to that date. I will then separate the report and send you your department's information if applicable.

2. 201001 CHANGE TO NORMAL CLASS SCHEDULE
    I am pleased to announce there are no changes to the Winter 2010 class schedule

3. LAB BOOKINGS FOR AMLF

    DROP-IN LAB TIMES
    A while ago I informed you that the AMLF labs had been added to the University Roomtable and that the SIS Office would be assisting with the initial Banner entries for drop-in lab times and placement tests which would take place in Lab 1, Lab 2 and Lab 3.

    We had hoped to start with Fall 2009 data but circumstances beyond our control delayed this. We are now ready to start with the current Winter term (201001). After that is done we will see if it's feasible to go back and enter the Fall 2009 data.

    At that time I had asked for permission to create a Drop-in (LD) schedule type for each course that was using the AMLF labs. I also asked for permission to create a new CRN for your course and enter the days and times of the Drop-in hours as specified by the AMLF. Your course's Drop-in Lab section would then be cross-listed with the other language courses using the lab during the term.

    This would allow students in these courses to see the times available for their usage and would more accurately reflect to the University the usage of the Labs. I will be contacting each department who is using the AMLF lab this term to verify the courses.

    PLACEMENT TESTS
    We originally planned to enter the placement tests in the same manner; however we realized that they are not attached to an individual course. Therefore, Placement Tests will be added on SLAEVNT.

    CLASS RESERVATIONS
    Departments wishing to use the AMLF lab for classes should send their request to AMLF as usual. The AMLF does not have update access to your CRN's therefore once the reservation has been confirmed by the AMLF Administrative Coordinator; the department will have to enter the information on Banner.