



Special points of interest:

- **CollegeSource User Conference 2015— Tips & Tricks Needed**
- **DARS/Transferology User Conference— Call for Proposals**
- **Annual Updates To-Do**
- **Standardizing Audits for u.achieve**
- **u.achieve Testing**



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DARS/Transferology News

Announcements:

CALL FOR PRESENTERS @ COLLEGESOURCE USER CONFERENCE – JUNE 22-25

The CollegeSource 2015 User Conference and Training Workshop, is June 22-25. The DARS/Transferology Team has submitted a conference session proposal called “Tips, Tricks and Troubleshooting.” If any of you are planning on attending, we’d like to include you &/or your tips & trick in our presentation! Please let us know if you plan on attending this year’s conference and if you have a tip/trick you’d like to share.

DARS/TRANSFEROLOGY USER CONFERENCE—CALL FOR PROPOSALS

The 2015 DARS/Transferology User Conference will be Sept 29-30, 2015. The day and a half conference will be held at Craguns Resort & Conference Center in Brainerd. For planning purposes, the conference registration fee is \$70 and the lodging rate will be \$99.39 (includes service charge and MN sales tax).

Session ideas or presentations will be needed. We always ask what people want prior to the conference, but still get feedback on the evaluations forms like “ask for us to make suggestions.” How could we make this less “lecturing” and more activity/interactive? Share your great ideas with us!

TRANSCRIPT REQUIREMENT & REFERENCE YEAR NEED ANNUAL UPDATES...

With Summer and Fall registration underway or right around the corner, it’s time to add the FY16 Academic Year Terms to your TRANSCRIP requirement for Interactive Web Audits. “How to” documentation is posted at: http://www.dars.mntransfer.org/updates/documents/pdf/IA_TRANSCRIP_Maintenance.pdf

Encoders will be sent an email to update REFY (if using). Documentation is at: http://www.dars.mntransfer.org/updates/documents/pdf/reference_year.pdf. ***If/when you update REFY, you should notify the DARS/Transferology Team, so that we can update REFY in the COM used by Transferology Plans processing for your institution.***

NO AUDIT...UNDECIDED...STUDENT NOT FOUND IN U.ACHIEVE

An email was sent to our primary DARS program encoding contact(s) at each institution clarifying the circumstances under which the NO AUDIT and UNDECIDED and STU NOT FOUND audits will be produced for students and staff when running audits in u.achieve.

UNDECIDED – This audit is used when u.achieve processing reads the ISRS st_areastudy table (Area Study Tab) and either there is no major entered or there is no active major available.

NO AUDIT – This audit is used when u.achieve processing reads the ISRS st_areastudy table (Area Study Tab) and finds an active major, but when it reads the DARS dprog table it does not find a matching program to run.

STU NOT FOUND – In u.achieve, this audit will be used when a staff member is running an audit either in the RunBar in the u.achieve client or in the DA4001CP (currently DA0001CP) report and they have typed in a Tech ID for the student that is not a valid Tech ID for any student at their institution. Most likely this would be a typo.

REMINDER: These programs should not be deleted as they are critical as we proceed with testing.

Additionally, we noticed a great variability in the information provided to students in the current

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NO AUDIT and UNDECIDED audit. In the interest of achieving more consistency, we have modified these programs to contain only a single text type requirement that tells the student why they got this audit and what to do in order to get an audit for their major program. (For those schools who were displaying the MNTC goal areas in the NO AUDIT or UNDECIDED audits, the SMNTC in eServices now gives students that information.) Please let us know any questions or concerns that you have.

U.ACHIEVE CAMPUS TESTING UNDERWAY

Our first small group of campus DARS encoders met us at the Quarry Center graciously agreeing to lend their keen eye and expertise to compare student audits run in production DARwin versus our test u.achieve environment as we prepare for our planned summer software upgrade. We likely will schedule similar sessions at the System Office in St. Paul and hopefully at other locations in greater Minnesota.

CURRICULUM UPDATES:

The annual Curriculum Comparison is nearly upon us!

Although the changes each campus will be asked to verify and potentially edit remains the same, the good news is (if all goes as planned), the process that compares the information and identifies these changes will be new and entirely electronic. The previous process was almost entirely manual, therefore lengthy, and contained huge potential for error.

Tentative timeline is as follows:

- By early or mid-May, the established contact(s) on each campus will receive and be asked to proof the changes.
- The deadline to return the changes will be early or mid-June.
- The changes will be posted to the website within a few weeks after the deadline and requests for insert into DARS Transfer tables will be accepted.

Thanks in advance to everyone involved with this important and beneficial (if at times, tedious) process!

CAMPUS ANNOUNCEMENTS:

Please let us know about information you wish to share with other MnSCU schools. We particularly welcome news from you that will impact DARS encoding and transfer processing within MnSCU. Celebrate accomplishments by sharing your victories ...small or large ... with your colleagues.

WEBINARS:

The new webinars, as well as previous webinars, are posted on the CollegeSource, Support Center, Webinars page. You must have a CollegeSource account to login and register.

2015 Upcoming CollegeSource Webinars are posted at: <http://www.collegesource.com/news-events/webinars>

April Webinar highlights:

Transferology™ Lab for Transfer Specialist—April 8, 2015, 2:00 PM-3:00 PM (3:00-4:00 PM EDT)

Transferology™ Lab for Recruiters and Advisors — April 16, 2015, 2:00 PM-3:00 PM (3:00-4:00 PM EDT)

Introducing Transferology™—April 17, 2015, 12:00 PM-1:00 PM (1:00-2:00 PM EDT)

Transferology™ Lab for Administrators—April 20, 2015, 11:00 AM-12:00 PM (12:00-1:00 PM EDT)

Introducing Transferology™—April 28, 2015, 11:00 AM-12:00 PM (12:00-1:00 PM EDT)

Transferology™ Lab for Transfer Specialist—April 30, 2015, 11:00 AM-12:00 PM (12:00-1:00 PM EDT)

CollegeSource is also offering some of their training materials and tutorials online. Everyone with a support center account has unlimited access to these materials at no cost. They include abridged PDF versions of u.achieve “Best Practices Encoding” and “Best Practices Intermediate Encoding.

Training & Conferences

Please indicate your interest in training by registering for the appropriate training session. Once registered, you will be contacted to arrange date(s) and time, and possibly where the training will take place.

- ◆ **Basic Encoding Training** – Training offered upon request (When registering, please indicate specific needs in the Comments area. You will be contacted for detailed arrangements.)
- ◆ **Transfer Articulation Training** – Training offered upon request (When registering, please indicate specific needs in the Comments area. You will be contacted for detailed arrangements.)
- ◆ **Transferology Advisor Training** – to be determined
- ◆ **Transferology Administrator Training** – to be determined

All training will be held at the system office in Saint Paul, unless otherwise indicated. Training will be in Room 2204 or 3354, depending on the number of registered participants.

Registration and information can be found at the following link: http://www.dars.mntransfer.org/training/training_dates.html.

The format will allow you to check the dates of the training, review agendas, and register from the same page. **REGISTRATION DEADLINE: 1 week prior to training or open lab dates.**

Upon completion, please complete the Training Evaluation at: <http://www.dars.mntransfer.org/training/evaluation.php>.

Third Wednesday & Thursday/DARS Open Labs

We are trying to be creative about ways for campus staff to get the help they need to update/maintain/improve DARS encoding, transfer articulation and Transferology.

We have added a link on our Training Registration page to request “On-site Campus Assistance”. We’ll do our best to either come to your campus or meet you half way at a convenient location that could accommodate us.

We can also schedule WebEx sessions for one-on-one assistance, plus have our Third Wednesday/Thursday Open Labs here in St. Paul and will schedule a day at the Quarry Center in Waite Park monthly.

Third Wednesday & Thursday – April 15 & 16, 2015 in training lab 2204.

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DARS “**On-site Campus Assistance**” – upon request

DARS “**Central**” Open Lab – Wednesday, April 22, 2015 at Quarry Center, Waite Park, 9:00am-3:00pm in Quarry Center Training Room.

REGISTRATION: http://www.dars.mntransfer.org/training/training_regform.php

DIRECTIONS: <http://www.mnscu.edu/system/directions.html>

For questions or comments about this newsletter, contact Marla Delaney at marla.delaney@so.mnscu.edu. Thank you.