

RCS CHRONICLES

APRIL 2008

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As we prepare for the 082 and 083 semesters, we ask that department representatives double check their course offerings to make sure everything is in SIS the way it should be. Please take special notice of any courses with atypical dates your department has, as the dates can be easily overlooked. The normal start and end dates for the summer semesters are listed to the right. As always, if anything is amiss, let us know as soon as possible so we can make the necessary changes.

Summer Session Dates:

Pre-Session: 19 May– 7 June

Summer I: 9 June– 10 July

Summer II: 14 July– 13 August

**FALL 2008 REMINDERS**

Registration has begun for the 084 semester, and RCS has now processed, with few exceptions, all online course requests submitted through Monday, March 24th. Please check your department's course offerings on SIS to make sure everything is correct. If you submitted a request before Monday, and you have not seen a change on SIS or been contacted by RCS, please let us know.

INSIDE THIS ISSUE:

SUMMER 2008	1
FALL 2008	1
TIER ONE SEATS	2
COMMENTS INFO	3

Questions? Comments? We welcome your feedback!

Please contact us at 621-3313 or
rcschedules@listserv.arizona.edu

TIER ONE COURSE MANAGEMENT, OR, WHY DO WE NEED TO RANDOMLY RELEASE SEATS?!

by Anne Marie Jones,

Program Director, Instructional Support, Office of the Vice President for Instruction

On average 17,500 Tier One seats are offered during the Fall semester, and approximately 15,000 are offered during the Spring semester. Initially, the courses are submitted through the “greenbar” process each semester. These course offerings change as additions, changes and deletions are submitted to Room and Course Scheduling (RCS), throughout the year, through their web site at <http://www.registrar.arizona.edu/rcs/>.

Changes are made based on funding and faculty availability and other input from the colleges working with the Vice President for Instruction. Tier One courses are managed by our office primarily because of the nature of the course offering and the organization of the funding sources.

The Tier One seats are randomly released for pre-registration and for each freshman and transfer student orientation session. A random seat release program is utilized to maintain and manage consistent seat availability throughout pre-registration and orientation sessions. This random seat release is also used for other general education courses including second language, English composition, mathematics and general science course offerings. For non-tier one courses each department and college determines the number of seats that will be made available during the specific pre-registration or orientation session.

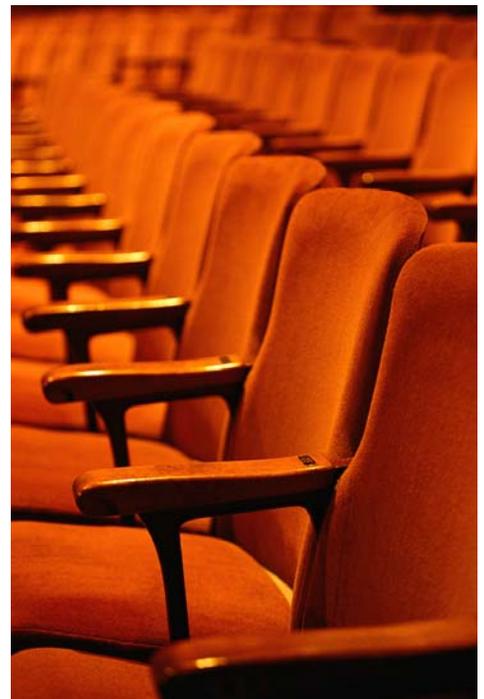
For Tier One courses a count of continuing students for each category is requested (seniors, juniors, honor students, sophomores, and continuing freshmen). For seniors, juniors and honor students, seats are released at an approximate rate of one and a half seats per student. For sophomores, continuing freshmen, and any students not included in one of these other categories, seats are released at an approximate rate of two seats per student. For transfer student orientations, the seats are released at a rate of half of a seat per student. For incoming freshmen, I release seats at a rate of two seats per student. Courses that are designated as honors sections or as continuing education courses are not managed by this random seat release.

The random seat release program does just that. It counts the available seats in SIS, prorates them to the number of seats available in each strand (INDV, NATS, TRAD) that are calculated to release, and randomizes the seats made available during registration. The seats are released into the Student Information System (SIS) and can be seen on the schedule of classes available at <http://garnet.ccit.arizona.edu/schedule.cgi>.

The total number of available seats is not reflected through the Schedule of Classes until the last release before the first day of classes for the semester but they can be viewed within SIS on screen 131 in the Target Enrollment field. The Target Enrollment field reflects the total number of seats offered for each section. The Enrollment Maximum field reflects the number available during the specific preregistration or orientation session.

Students are encouraged to work with their academic advisors to discuss registration or their major course requirements. Information on how to contact an academic advisor is available at <http://advising.arizona.edu/index.html>. The random seat release program assures that students who register during pre-registration and orientation have equal access to these classes.

I appreciate your questions and look forward to talking to you. Please feel free to contact me directly at amjones@u.arizona.edu. Additional information is available at our website <http://vpinst.arizona.edu/>.



COMMENTS: DID YOU KNOW?

- Comments can be submitted at any time before or during the semester.
- Each department should submit at least a Subject comment for each semester.
- Comment length is limited to 999 characters, including spaces!
- Regurl comments are only displayed when VRR Availability is set to "N" on screen 131.
- Because they are section specific, each Regurl comment must include a section number in the 3rd column.



SCREEN 131 TRAINING

Friday, April 11th at 10am
Thursday, April 24th at 2pm

Call RCS at 621-3313 to RSVP!

UNIVERSITY OF ARIZONA

Room and Course Scheduling
Modern Languages 347

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