



DARSX_{1.1}

a dynamic, paperless curriculum exception process

L&S Academic Information Management (AIM)





Context

150+ academic programs in L&S

Distributed (DEPT) major advising

High Volume of exceptions (6,500+ annually)

Frequent curriculum revision

Scarcity of Resources

Original Exception process created in 1995



Why DARSX?

The high volume of exceptions submitted for L&S programs, combined with the frequency of program revision, size of the student body, turnover in academic advising, and critical need of the service all contribute to an expanding responsibility to support this process at a time when resource support is static or decreasing.

We needed to innovate



The Old Process



Please find attached

Graduate Add course Add course
Words: 207

Date:

The content was printed to the Program in DARCS
... and the file was saved and archived as a PDF



Paper Problems

Paper processes have certain inherent weaknesses. A goal of DARSX is to create

Online Solutions





Paper Problem → Online Solution

Creating a form
duplicates effort of
encoding

Create form in encoding
process





Paper Problem → Online Solution

Update and Distribution
of Static document
involves many steps

Don't distribute... forms
created dynamically are
updated automatically





Paper Problem → Online Solution

Form archive in local LAN
and inaccessible to most
requestors

Use the WWW to access
from anywhere





Paper Problem → Online Solution

Campus mail subject to
handling, delivery
schedules

Point & Click electronic
delivery





Paper Problem → Online Solution

Lost forms

Delayed forms

No form tracking

Electronic capture

Immediate submission

Track thru Work Flow





Paper Problem → Online Solution

Processed forms archived
in student record system
that is not available
externally

Searchable database is a
sufficient archive of
transactions



Request Problems

The size, structure and rate of change in L&S makes training a challenge. Untrained requests create problems for processing. A goal of DARSX is to

Provide data to reduce errors





Request Problem → Data Solution

Requestor submits the wrong form for *that* particular student

Use student data to create a form that is correct for *that* student





Request Problem → Data Solution

Requestor substitutes a non-existent course to meet a requirement

Use student course data to provide list of courses taken by that student, that can be substituted to meet requirements





Request Problem → Data Solution

Requestor substitutes a non-graded course for a GPA requirement

Requestor substitutes a transfer course for a Residence requirement

Provide grades in the student course list

Limit the student course list to grades/resident courses for GPA/Residence requirements





Request Problem → Data Solution

Request contradicts L&S
academic policy

Use the DARS encoding
data to control what
exceptions may be
requested



Verification & QI Problems

Paper process creates problems of integrity and is not conducive to process improvement. A goal of DARS~~X~~ is to

**Authenticate users and
facilitate analysis about
curriculum exceptions**





Verification Problem → Solution

Cannot verify signature
of Requestor

Authenticate by NetID





Verification Problem → Solution

Requestor authorized to
make curriculum
modifications?

Require Chair/Director
authorization for system
access





Verification Problem → Solution

Form delivered by
student

Electronic request via
NetID verifies
authenticity





Verification Problem → Solution

Cannot verify location or status of form until received and processed

Create tracking, Request #, Search, and Status History available to all users



Request Problems

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DARSX^{1.1}

Eliminates Paper problems by going online

Solves Request problems by integrating Data on the front-end

Improves the integrity of this critical process by requiring authorization, authentication, and by allowing for data analysis and business process improvement





Piloteers 2010-11

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Currently Authorized

SAADeans	CompLit	HistSci	PoliSci
African	CompSci	IntlStudies	Psych
AmInd	CrimJust	Journ	ReligSt
AsianSt	Econ	LACIS	Slavic
Biochem	English	LegalSt	Sociol
Biology	Envir St	Linguis	SocWork
Botany	French	LSHonors	Spanish
Chemistry	German	MidEast	WomenSt
ComArts	HebrSt	MMI	Zoo
ComDis	History	Philos	



Training

Fall 2012 Sessions

Look for announcements through:

- WiscLists
- Consortium
- Advisor-Link

Field Manual





2012 Goals

Expand user base to all L&S programs

Full implementation by Aug 2012

Continued support for paper



DARSX^{2.0} Enhancements





DARSX^{2.0} Enhancements

Add multiple courses to a sub-requirement

Exchanging courses

Work flow

Residence-only course lists

Administrative module

Improved Look & Feel



DARSX_{1.1}

Plus, it's way easy to use...

Give it a Try





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