

DES NEWSLETTER

The Division of Enrollment Services Newsletter
Southern Methodist University
An Electronic Newsletter of

Undergraduate Admission, Financial Aid, Student Financial Services, and the University Registrar

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Staff News from DES

NEW STAFF

Sheryl Winston - Enrollment Resources Specialist

STAFF LEAVING

STAFF MOVING

Courtney Barrett - to Student Financial Operations

Birthdays

Damon Wilkins - Feb 1
Mary Beard - Feb 1
Paley Wu - Feb 6
Daniel Herrera - Feb 16
Eartha Walls - Feb 16
David Bell - Feb 17
Charles Harper - Feb 18
Joe Papari - Feb 19
Gretchen Voight - Feb 25
Carra Hendricks - Feb 26

Anniversaries

Irma Herrera - 36 years!
Pat Woods - 32 years!
Patricia May - 16 years
Adrienne Hawa - 12 years
Angela Mejia - 5 years
Jessica Dixon - 3 years
Mitzie Goff - 2 years
Shahnaz Khaja - 1 year

Enrollment Services Highlights

Veterans - continue to enroll at SMU taking advantage of the educational benefits offered by the federal government. A total of 101 veterans are enrolled for the spring term, thirty-four undergraduates and sixty-seven graduate students. Fifty-eight have enrolled under Chapter 33 of the new GI Bill and forty-three enrolled under non-Chapter 33 benefits. Six veterans qualify for the Yellow Ribbon program. More information for Veterans at www.smu.edu/registrar/veterans.asp.

Transfer Equivalency Guides - for 24 institutions are online to assist students considering transferring to SMU. Dallas County Community Colleges, Tarrant County Colleges, and Collin County College join five

VIPs - Very Important Ponies



Some of our VIPs this month are:

Nancy Skochdopole - Just a note of thanks for all your help with my daughter's transfer work. I am so impressed with the personal attention and quick responses from you and other faculty members of SMU. With my daughter so far away from home, you have no idea how comforting it is to have this kind of attention. You have exemplified "caring" about the student! *Happy Mom*

Stanley Stubblefield - I just wanted to say thank you again for getting the room set-up for the group this weekend. The place looked great for this group of counselors and it was much appreciated. *Admission Staff Member*

Mary Beard - I left a message yesterday to let you know what I decided, but I just wanted to follow-up with an e-mail. It seems that the option to take a semester off and just pay off the debt that I owe to SMU with a job is what I should do. I have [set up a payment plan]. I just wanted to thank you again for all that you have done to help me from the beginning to now. You have been a huge blessing. *A student*

Claudia Favela - what a woman! While waiting to deliver twin girls, Claudia Favela, Manager in Student Financial Operations, worked from home to insure that student refunds continued to flow ahead of federal compliance deadlines. Through the day before her daughter's Amalia and Zoe were born, Claudia was at her computer, managing the refund process. *Thanks from your colleagues and Pat Woods.*

Irma Herrera - Thank you for your help today in helping ensure that our messages to today's and tomorrow's visitors were well and warmly communicated. *Ron Moss regarding the snow days.*

Hold Committee - Cheryl Swift, Walker Self, Cheryl Moore, Susan Evans, Tony Tillman, Irma Herrera, and Kathy Rowe - Thanks to the committee. The work of the committee certainly eliminated most, if not all, of the "too late" enrollment situations. More importantly it helped many students get their situations resolved in time to get enrolled. I know the schools sincerely appreciate the effort to get students enrolled in classes in a timely manner. And of course, it helped get many dollars collected. *John Hall* Thanks to each of you for our diligent work. We all know there are those who will not pay until their back is against the wall. I also appreciate all your

Division Meeting



Mark your calendar
April 7, 2010

Important Dates

March 2 - Summer School Kick Off
March 6-14 - Spring Break
April 2 - Good Friday Holiday
April 5 - first day to enroll for summer and fall

April 8 - last day to drop a course
April 26 - last day to withdraw
May 4 - last day of instruction
May 5-11 - Final Examinations
May 14 - Baccalaureate
May 15 - Commencement

Quotation of the Month
Blessed are the joymakers.
Nathaniel Parker Willis



SMU Trivia

Question

Who is honored through the naming of Bishop Boulevard?

Answer

The Reverend Horace Bishop, the first Bishop of the SMU Board of Trustees. Rev. Bishop also was the Presiding Elder of the Waxahachie District. Preachers of the District pledged to raise \$5,000 for the grading, paving, and terracing of the splendid boulevard, so SMU named it Horace Bishop Boulevard. "The Boulevard will furnish a splendid driveway from the city, through the campus to the Main Building, and then for a return, the carriages and autos may use the University Boulevard west to Preston Pike and back to the city."

The Face of SMU is You!

The 2nd Century campaign has reintroduced an aspect of SMU that gets lost from time to time. **The success of SMU is an outgrowth of the efforts of all of us.**

The advertising campaign used by Undergraduate Admission for this recruitment year featured the "student" face of SMU. Working with Integrated Marketing, the Undergraduate Admission staff is adding faculty and staff faces to this campaign for

other community colleges with Transfer Equivalency Guides. The University of Texas at Dallas, University of Texas at Arlington, University of North Texas are the Metroplex universities with online guides, plus Texas A&M, Texas Tech, UT Austin, Baylor and seven other Texas schools. Arizona State and the University of Arkansas are the only out of state universities currently with online guides.

To see all college guides go to

http://smu.edu/registrar/Transfer_Rules/TransferRulesSearch.list.asp.

Parent PLUS Loans - have become easier to process. Parents now can authorize release of the Parent PLUS Loan to their student. In the past, the loan only could be given to the parent. Parents then had to endorse the check to their student or, after depositing the funds, write a check to their student or SMU. Student Financial Services has developed a Release Form in compliance with federal regulations that a parent can complete so that the loan can be disbursed directly to the student.

Student Parking Permit Process - is changing to direct students to the T2 system connecting them to Park N Pony. A cooperative effort among OIT, Park N Pony, Student Financial Services and Student Records, the self-service Campus Essentials page will be modified to take the student to T2 where they will select and purchase parking permits as part of the enrollment process. In addition, a button will be added to the Student Center to link directly to T2. The Park N Pony button will appear with other buttons in the Student Center such as Honesty Tutorial, Health Insurance as well as several others.

Diplomas Take a New Turn - After a two year effort in collecting information, reviewing samples, evaluating service and calculating potential cost savings, SMU has successfully switched diploma vendors for only the fourth time in our almost 100 year history. The new vendor is Michael Sutter in Heber City, Utah. The effort was initiated by Nancy Skochdopole and finalized by Mitzie Goff, and involved Gretchen Voight, Jackie Wilborn, Anel Reyna, Cate Hamilton and Susan Evans. Michael Sutter promises superior service and comparable quality products at a reduced cost.

Student Financial Processes shine spotlight on SMU - For over a decade SMU Student Financial Services has enhanced the visibility of SMU within the student account, Bursar, University Cashier community in Texas colleges and universities. The professional association TxBUC\$ continues to grow as student financial professionals come together at the annual conference and through regional drive-in workshops each year. Staff from SMU Student Financial Services share process modifications, innovations, and tips with other institutions and offer connections between various vendors and college personnel -- all in the hope to improve services to students across Texas.

Human Compassion is the rule of the day - As Tom Tunks reminds us that we should be "full of human compassion and that good sense can, indeed, prevail over rules." John Hall, University Registrar, working with Kevin Hofeditz, Associate Dean, Meadows School of the Arts, did let good sense prevail over rules when they found a way to award a BFA degree to a 1979 alumnus confronting serious health problems. The alumnus attended SMU 1974 to 1979, earning 125 hours with over a 3.0 gpa. Technically he lacked one required course to receive his degree. The Meadows dean's office determine that it would be appropriate for him to be awarded a BFA with a major in Fine Arts dated May 1979. Jackie Wilborn, Veronica Decena and the Academic Records team were able to post the degree, order a diploma and update his transcript. The following is an e-mail sent to Kevin Hofeditz from the alumnus:

hard work during the fall term to get these accounts resolved. *Pat Woods* Please add my thanks! This was a lot of work, and a successful effort. In these times, I'm really happy that we're making this effort to keep students enrolled. *Tom Tunks*

Schedule.SMU is SMU's new room scheduling system. It is based on the purchased software, Astra, and has been implemented at the direction of Provost Ludden and with the support of VP Casey.



Schedule.SMU used to facilities, schedule classes, activities and events in academic spaces, provide tools to optimize the use of spaces, provide campus wide on-line access to information about the availability of space, provide processes for requesters to easily request space, be in sync with Access.SMU and provide management reports on the utilization of spaces.

Schedule.SMU also is intended to make available these same uses for non-academic spaces. Schedule.SMU will be available to users campus wide on March 15. General users can use Schedule.SMU as a guest without logging in to request rooms for events, view a calendar centered on space usage, view class sections and assigned rooms.

At this time the Schedule.SMU production database is live. It has an inventory of all academic spaces with basic characteristics and it has Spring 2010 class sections. It doesn't have one time events held in academic spaces and it doesn't have a complete inventory of non-academic spaces.

We have the academic facilities defined in Schedule.SMU and have extended an offer to facility managers to use Schedule.SMU to manage all facilities not regularly used as academic space.

Schedule.SMU will be available to administrative users in mid February. The intent is that they can enter their currently scheduled non-events into Schedule.SMU prior to March 15, when the system is available to general users.

Administrative users will use User Name and Password to log-in to Schedule.SMU to create events, approve room requests, schedule rooms, produce utilization and management reports.

Astra is a complex, comprehensive, powerful piece of software, and as result, Schedule.SMU is complex, comprehensive and powerful. This makes it essential that administrative users receive training prior to being granted security to perform tasks in. Several facility managers have already registered for the training sessions on Feb 16 and Feb 17.

We have planned the following sessions to demonstrate Schedule.SMU for general users. These sessions do not require registration.

the coming year. Market research shows that students select colleges and universities for any number of reasons -- not just rankings, but academic opportunities and for the spirit of the campus and those with whom the prospective students and their families interact.

Just as the donations made by faculty and staff show our commitment and pride in SMU assist in fund raising, so does our representation of the university in our recruitment efforts. The personal attention that students and their families are shown in and out of the classroom is one of the values added to the cost of an SMU education.

Show your feelings. Wear your colors. Tell your story. And extend that hand. You never know who might see the spirit of SMU in your face.



photographs by Damon Wilkins

**Neither snow, nor sleet,
nor campus closing**

kept Admission from hosting families. With snow on the ground, fallen trees in pathways, and the campus closed, the Blanton Building was welcoming families scheduled for Information Sessions and a campus tour on Friday, February 12th. Admission staff came to campus as conditions allowed. Other staff coordinated the Saturday Information Session and campus tour from home, sending announcements to families expecting to visit SMU. Families who could not make it to Dallas because of weather conditions in their hometown were rescheduled and assured that SMU would welcome them at a later date. SMU Undergraduate Admission takes their work seriously.

Spring 2010 has presented a number of challenges to the Undergraduate Admission staff. Prospective students are making their decisions with regard to their college of choice more often in their junior year of high school. The spring recruitment season for prospective students has grown over the past several years, requiring the Admission staff to do double duty -- focusing on yield for the incoming class in the fall while ramping up recruitment of prospective students.

Undergraduate Admission is providing the regular information sessions to prospective student throughout the spring but adding a new information session each day for admitted students. The importance of Springfest for high school juniors and Mustang Days for admitted students has become critical to our success. Students are looking for personal attention not only from Undergraduate Admission but from faculty and staff as well. Those looking at SMU want to know who are

After the year I've had you will never know what this means to me. My wife and I just talked today about how this year has got to be better than last year. Tell Mr. Hall that I appreciate him looking into the matter. My kids are so very very happy. A tremendous weight has been lifted from my shoulders and I can go into my next surgery knowing I am a SMU graduate! Hopefully, if all goes well, I can continue my education . . . I just feel really blessed and know that this year is already better than last year. Thank you again and God bless.

Invitation will be send to the potential general users inviting them to attend one of the following sessions.

Wed 02-24 3-4 Blanton
110/112 Mon 03-01 11-12
Blanton 110/112
Wed 03-10 3-4 Blanton
110/112
Wed 03-24 11-12 Blanton
110/112

We will continue to work on implementation of other modules for Schedule.SMU though spring and summer.

The implementation team has worked tirelessly to implement the system. Implementation team includes Monica Cordero, Darrah Rippy, Curt Herridge, Brian Hart, and Joe Papari who directed the team. The training team has worked hard to prepare the training materials and along with the implementation team will conduct the training and the demo sessions. Of Course, we have had others in OIT and Registrar's Office providing support to the implementation team. Many thanks to everyone involved.

our students, faculty, and staff more than they want to know what is SMU.

This makes it even more important that we all know that

The success of SMU is an outgrowth of the efforts of all of us.

