

Office of the Registrar
Portfolio Distribution
Jan 6, 2022

K. Kruschinska, Registrar			T. Simpson, Sr. Associate Registrar						
Compliance & Tech			Outreach	Academic & Curricular Services			Student & Faculty Services		
J. Addy, Associate Registrar		D. Davis	L. Lagman-Sperl	M. Jimenez, Associate Registrar			Mark Jacek, Associate Registrar		
Compliance	Technology	Admin & Special Programs	Outreach	Scheduling (Ables)	Course Records (McGrann)	Degree Audit	Records & Registration (Beckett)		
Time Status Tables, Rules, Processes	Banner, Software Upgrades	Exceptions To Enrollment Policy and Medical Withdrawals, including convener of the Medical Withdrawal Committee	Website Maintenance	Term Set Up	UG/GR Univ Bulletins	Academic Program Tables, Rules, Processes	Academic Record Maintenance	Registration Tables, Rules, Processes	Joint Program Management
Enrollment & Degree Transmissions to CH	Banner Production Issues	First Round Review of Residency Applications for Tuition Purposes	Business Process Documentation	Schedule of Classes Configuration	Course Inventory, Pre-req and Co-Req Maintenance	Degree Works Processes	Transcript Requests, Subpeonas	Escalated Registration Errors	Support for NCAA Certification
Updates to NSLDS for approved exceptions/LOAs	Reports - Ad Hoc and Scheduled	Tuition Exemptions, including the Sr. Citizen Discount	Communications and Outreach/Reverse Transfer	Banner Section Data	New/Revised Course Proposals	Degree Works Scripting	Grades, Repeats, Grade Changes	Late Registrations, Permits, Overrides	Academic Appeals under purview of Registrar's Office
Regulatory interpretation and business process enhancement	Banner System Security	Special Program Registration (Dual Enrollment, NBUT, etc)	Banner Communications Manager	EMS Academic Schedule Management (joint with SCB)	Course Fees	CPOS Planning and Implementation	Credit by WSU Exam	Course Withdrawals, Workflows	Duplicate Student Resolution
Tuition Assessment Tables, Rules, Processes	Tuition Calculator	TFAB referrals and documentation	Outreach Liaise with EM and Student Success	Class and Non-Class Room Scheduling	Course Rules, Tables, Processes	Degree Plans and Plans of Work	Graduate Transfer Credit	Pre-Priority Registration Management	
Academic and Registration Calendars	Coordinate Upgrade Calendars with C&IT	NCAA Cert, Athletic Tables, Rules, Processes, Data	Training	Matrix Policy Enforcement through WISE	Curriculum Rules and Configuration	Transfer Equivalency Self Service	Graduation Application Tables, Processes	Degree Posting	
Audit Responses	Project Management	NCAA, GLIAC Eligibility Rosters		Monitor Data Quality	Monitor Data Quality	Monitor Data Quality	Enrollment Verifications	Monitor Data Quality	
Support for NCAA Certification	Business Process Analysis	Budget (with Provost's Office) and HR Processing							
		Monitor Data Quality							