NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
R. Scott Ralls, Ph.D.
President

September 17, 2014

MEMORANDUM

TO: Presidents

FROM: Dr. Saundra W. Williams
Senior Vice President and Chief Technology Officer

Dr. Lisa Chapman
Senior Vice President and Chief Academic Officer

SUBJECT: Ellucian Course Requisite Change Impact

Ellucian has made several changes that will more closely align with the business needs of the North Carolina Community College System. These changes will ease the implementation of Mobile Registration and Student Self-Service Student Planning and reduce the number of customizations in the student registration area which will speed up the release of enhancements from Ellucian.

October 13-27, 2014 has been identified as a quiet time to allow local college and System Office computer systems to be synced which will allow the course download process to function properly. In order to prepare for this functionality:

- Colleges should submit any active status course requests by **October 7, 2014**.
- **Colleges will not be able to download any courses or programs of study during the quiet time of October 13-27, 2014.**
- Colleges should install Course Requisite software updates per local college procedures; Course Requisite software updates **must** be in the college production environment for the college to receive courses after the quiet time.
- Active course requests to the System Office will be able to be fulfilled after **October 28, 2014**.

Please note that colleges will be able to file curriculum programs of study through Colleague during the quiet time.

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AN EQUAL OPPORTUNITY EMPLOYER

In preparation of the software patches to be released on October 13, 2014 college System Administrators are receiving weekly communications with detailed information on what steps they need to perform to ensure software patches are loaded properly. Training sessions that address the new CCL/POS functionality are being coordinated through the College User Support team for both Curriculum and Continuing Education audiences.

In addition, please note that System Office staff will be modifying Tier funding designations to incorporate the splitting of Tier I into Tier IA and Tier IB for curriculum level courses during the upcoming week. This represents over 2,800 courses. **It is imperative that your college import these courses and update your local file <u>prior</u> to the quiet time.**

Questions should be directed to the appropriate section as listed below:

- CCL/POS Project, Chris Cline,
  clinec@nccommunitycolleges.edu or 919.807.6985

- Curriculum Course Information, Terrence McDonald,
  mcdonaldt@nccommunitycolleges.edu or 919.807.7113

- Continuing Education Course Information, Margaret Roberton,
  robertonm@nccommunitycolleges.edu or 919.807.7159

- System Administrators, CIS patch installation, CIS Help Desk,
  cishelpdesk@nccommunitycolleges.edu or 919.807.7048

- CCL/POS Training, Patrick Fleming
  flemingp@nccommunitycolleges.edu or 919.807.7049

SWW/jf/mr/dcm

c: Chief Academic Officers	Jennifer Frazelle
Continuing Education Officers	Barbara Boyce
System Administrators	Randy Whitfield
Computer Information Services Curriculum Programs	Margaret Roberton
Continuing Education Registrars	Terrence McDonald
Registrars	Arthur Hohnsbehn
Chris Cline	Larry Butts
Bruce Humphrey	Danny Gilchrist
Wesley Beddard	Patrick Fleming
CIOAs	