The Scheduler

Deadlines:

https://registrar.oregonstate.edu/scheduling-deadlines

Winter Term 201902

Adds/Deletes Due: 5/11/18

SSR1000 to depts: 5/25/18

SSR1000 due: 6/29/18

Banner Locked: Mid-August

Registration Begins: 11/11/18

Classes Begin: 1/7/19

Spring term 201903

Adds/Deletes Due: 8/31/18

SSR1000 to depts: 9/14/18

SSR1000 due: 10/12/18

Banner locked: Mid-January

Registration Begins: 2/24/19

Classes Begin: 4/1/19

Classroom Updates

GILB 124 and GILB 224, two large auditorium rooms, are being renovated, scheduled completion is winter 201902.

Peavy Hall, Forestry Complex, is anticipated to be complete fall 202001 (2019).

MFD 105 is offline until further notice.

When are Finals Posted?

Finals and group finals are posted *2-3 weeks* prior to the beginning of each term: https://registrar.oregonstate.edu/final-examination-schedule-group-exams-class-meeting-hours

Please let instructors know that if they put finals information on their syllabus, it needs to match the finals schedule.

Finals are scheduled using a program that ensures the least amount of conflicts. Group finals are scheduled manually, but also uses a process to ensure the least amount of conflicts.

If an instructor wants to change their final, it needs to be requested prior to week 5, with approval from the department head, and then from this office.

We do not change finals because the students vote to change it. We do not change finals because an instructor listed on their syllabus differently than the final schedule.

IF we do approve a change in finals time, the instructor still has to hold the final at the originally scheduled time in case there are conflicts with students and the new time.
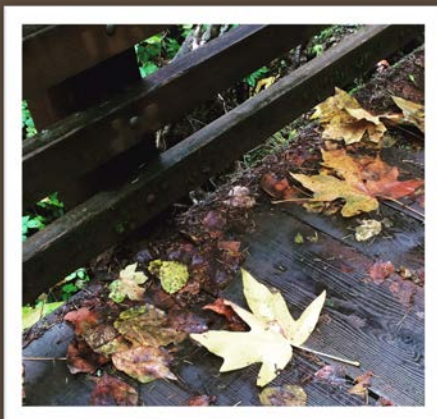
Photos by:
Sara Hoyt

New Stuff

As you are all aware, the new Schedule of Classes and Catalog went live in early June.

The next two steps – CIM (CourseLeaf Curriculum) which will replace the current CPS (Curriculum Proposal System).

And, CLSS (CourseLeaf Section Scheduler) – which will replace the SSR1000 method of course editing, and adding.

We will provide more information and trainings to make these next two steps as transparent and painless as possible.

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Non-Traditional Courses and section numbers

Starting Fall Term (201901), course section numbers were changed to 8XX to mark/identify non-traditional five-week and term extension courses. In order to allow students to obtain financial aid for these classes, we must comply with US Department of Education guidelines. These guidelines stipulate that courses must not overlap with terms for which aid is generated and distributed. In order to track this, Financial Aid must be able to easily identify the sections offered outside of regular term dates, and the 8XX section numbers should aid in that goal.

Instructors who have already developed course materials will need to contact canvas.support@oregonstate.edu in order to reinstate the now-deleted course shell where they have materials. Course materials are easily copied by the instructor, but in this case, their courses will need to be reinstated.

Approved Course Fees:

When fees are approved for courses, it is the responsibility of the department to notify schedule@oregonstate.edu what CRN's need the fee added.

We cannot add a fee to a section that has enrollment.

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