

# Banner Update

## Spring 2026 (202630)



SANTA ROSA  
JUNIOR COLLEGE

## Ellucian Banner

- Student Accounts
- Reporting
- Faculty Portal
- Student Portal
- Registration



## Degree Works

- Certificates
- Majors
- GE
- Counseling
- Degree Audits
- Course Pre Reqs



## Course Leaf

- CAT – College Catalog
- CIM – Curriculum Inventory
- CLSS – Schedule of Classes Tool
- PATH – Public Facing Schedule of Classes



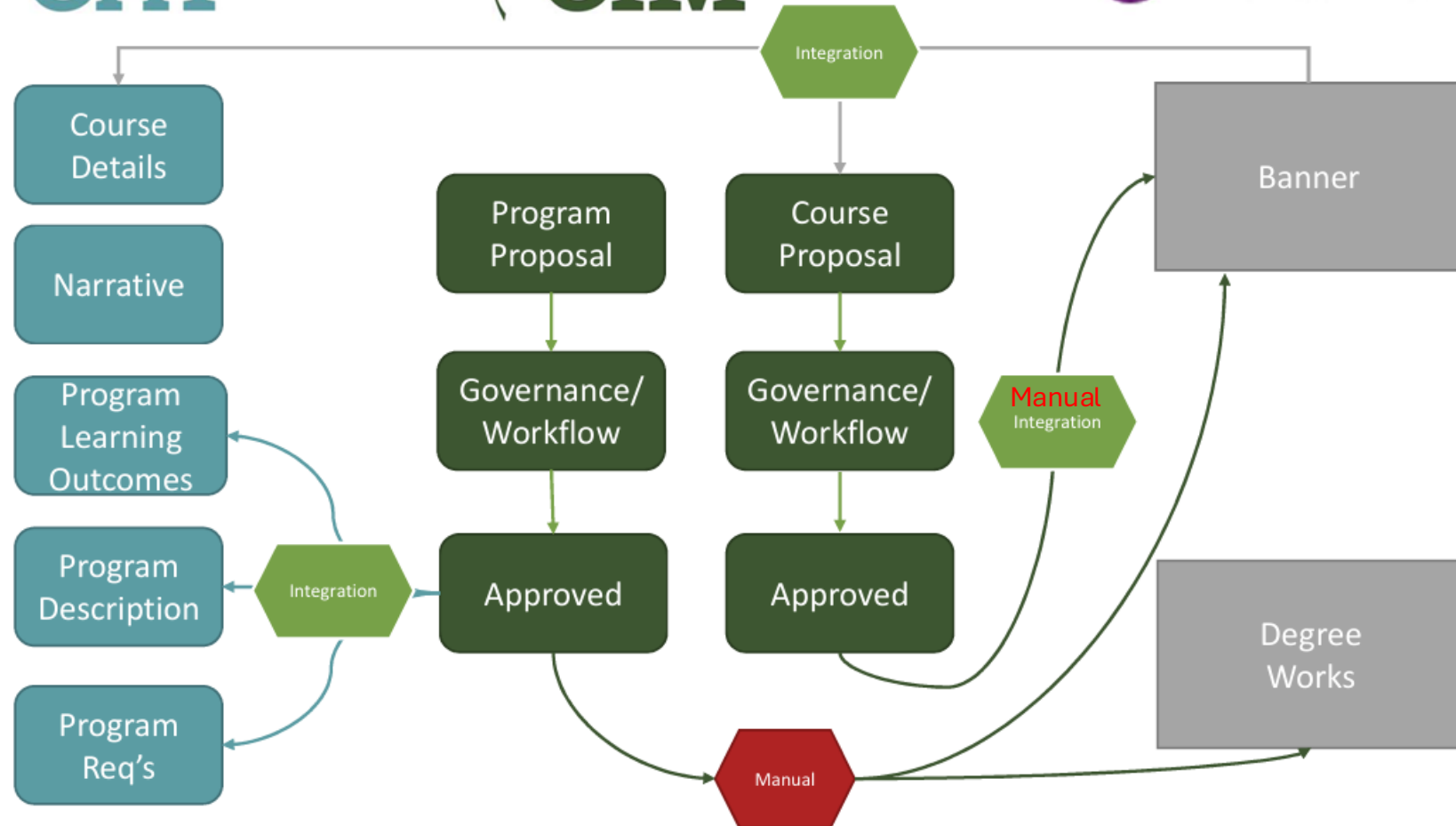
## Systems and Programs

- Over 30 additional software integrations
  - [Systems & Programs | Student Information System](#)

Topic	Details
<b>Banner Scheduling Progress</b>	The Scheduling Team is actively entering data into the new Banner system, with a current focus on Fall 2026 proofs and cleaning up Summer 2026 semester data. The anticipated completion date for Fall 2026 data entry is May 7, 2026, posting to the web on May 12, 2026
<b>Faculty Instructional Load</b>	Faculty instructional load is not currently accessible in Banner. Faculty will be able to look up instructional load in SIS. The Scheduling Team will continue to maintain both systems to ensure no lapse in access.
<b>Course Outlines of Record</b>	Course Outlines of Record will remain available in SIS until the 2026–2027 catalog is published using <a href="#">CourseLeaf CAT</a> . Publication is anticipated in July 2026.
<b>Class End Times</b>	Class end times in Banner will reflect the close of instruction before the passing period, rather than the end of the full-time block. See the <a href="#">Chancellor’s Office ADA contact hour computation guide</a> for more details.
<b>Proof Reports</b>	The scheduling office is working with IT to develop new Proof reports that mirror the existing format. In the meantime, a preliminary Summer 2026 “First Glance” data table has been distributed to faculty for initial review. Please reach out if you did not receive it or if you have questions.
<b>CourseLeaf CIM Launch</b>	The launch of CourseLeaf CIM has been delayed until July 2026. As a result, the curriculum freeze will remain in place until then. Thank you for your patience.

Topic	Details
<b>Student Access to Canvas</b>	Students gain access to Canvas once they are officially enrolled in the course. Students on the waitlist are not added to the Canvas course in Banner due to FERPA regulations.
<b>Attendance Accounting Method</b>	Beginning with the Summer 2026 schedule, SRJC will transition to the <a href="#">Standardized Attendance Accounting Method</a> for credit courses. Most credit classes will no longer require tracking positive attendance hours, and funding will remain the same regardless of how classes are scheduled.
<b>CourseLeaf PATH</b>	CourseLeaf PATH will replace the public facing schedule of classes and will be integrated into degree works student education plans. PATH is planned for beginning integration starting next summer.
<b>Canvas Summer 2026</b>	Summer Canvas shells will be available the week of June 1. You may request a sandbox now to begin preparing your course materials.
<b>Training</b>	Please visit <a href="http://sis.santarosa.edu">http://sis.santarosa.edu</a> for faculty guides, videos, training resources, and a request for additional training and for questions.

Area	Details
<b>Student Registration Expectations</b>	Registration is controlled by a Time Ticket. Students must wait for their assigned registration date and time before registering.
<b>Student Registration Assistance</b>	Students should activate their Bear Cub email for access and password reset using the <a href="#">Bear Cub email activation page</a> and the <a href="#">Bear Cub email video guide</a> .
<b>Add Codes</b>	<ul style="list-style-type: none"> <li>• Once a class has started, enrollment is only possible via an add code. This applies even if seats are available or if waitlisted students do not attend the first class meeting.</li> <li>• Add codes are distributed at the discretion of the instructor. Banner does not limit Faculty on how and to whom add codes are issued.</li> </ul>
<b>Waitlists</b>	<ul style="list-style-type: none"> <li>• Being on a waitlist no longer guarantees a spot in the class or automatic enrollment.</li> <li>• If a seat becomes available, students should receive an email at their Bearcub email, and will have 24 hours from the notification to enroll. If they miss this window, the seat is offered to the next student.</li> <li>• Encourage students to regularly check their email and student portal for updates and to act quickly to secure their spot if one becomes available.</li> <li>• Because the process is different than in previous terms, we strongly encourage students to review the full details and step-by-step guidance at the <a href="#">SIS website</a>.</li> <li>• Waitlist visibility remains available to faculty. Instructors can view the waitlist after the class begins and may use it to inform add code distribution.</li> </ul>
<b>Student Issues</b>	If students cannot register, please direct them to the Welcome and Connect Center.
<b>Restricted Classes</b>	<p>For restricted classes, permit overrides must be completed individually by departments. Batch enrollment is not available.</p> <ul style="list-style-type: none"> <li>• Restricted programs such as police academy or nursing, permits override would be used</li> <li>• Classes requiring an add code due to an audition, part of a Learning Community etc could be given an add code or a permit override.</li> </ul>





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