Enrollment Management Implementation Team
OnBase Audio
8/26/2008
3:00 PM

AUDIO INFO
Toll-free number: 800-893-8850
Participant PIN: 5460572

Attendees:

SW: Alicia, Russ, Dan
UAA: Patty, Peggy
UAF: Brigitte, Colleen, Libby, Caty, Rodney, Julie
UAS: Diane, Shayla

Agenda:

MAU Updates/Issues:

UAA – Bulletin that we added to the app processing queue saved us for the fall

UAF – just uaf specific – dups showing up in 2 queues adr review and adr data entry – campuses are scanning own apps in onbase UAF can’t work on them because they can’t see them - things going well other wise

UAS – no updates nothing new to announce

SW / EAS –

Task Requests:

Completed/In Prod –

24_TR_OnBase_Request to Withdraw.doc
26_TR_OnBase_Teacher Certificate.doc
35_TR_OnBase ADP Processing Filter Result.doc
48_TR_PmBase_Add College Keywords.doc
58_TR_OnBase_RO_Transcript (ALC) Doc Type.doc

When testing is complete/will move to prod –

46_TR_OnBase_Reg_Grad_Doc_Types.doc
49_TR_OnBase_Reg_RO_Type_doc.doc - RO Library Skills Exam and RO Faculty Initiated Withdrawal Form (Can we change the name of this one to Faculty Drop/WD?) – pattie does not see a problem with it will check with registrar – UAS – Diane approves
54_TR_OnBase_Custom Query ADFARO.doc
61_TR_OnBase_ACG_Docs - Only set for Processed only until hyland can add this document type to the FAP Other queue in FA Processing after that is complete you will be able to put the documents in as unprocessed
66_TR_OnBase_FA_PJBUDG_Docs.doc - Only set for Processed only until hyland can add this document type to the FAP Other queue in FA Processing after that is complete you will be able to put the documents in as unprocessed

Received –
Other Items:

Auto-name strings –
Currently not all application UG/GR docs have a term tied to them – I can’t run a report from OnBase that will show me which ones do not have term tied to them. I would like to know if we can add term to the auto name string until we get these all cleaned up or if you decide you want to keep term in the auto name string we can do that.
Patty is in agreement –
UAF and UAS agree also

New ad-hocs needed –
Need Mark as hold ad-hoc for ADR Data entry queue, ADP Application Processing Queue – UAS, UAA approve
Need Remove with out degree ad-hoc for ROG Audit Complete Queue – UAA, UAS, UAF approves
Need Route Out of Queue ad-hoc for ROG Processing, ROG Awaiting Graduation – UAA, UAS, UAF Approves
Create ad-hoc for Route to Admission for the RO Transfer Evaluations (New) Queue – It is in the continue queue but not in new queue – UAA, UAS, UAF approves
Need Remove docs ad-hoc for ADRR Sent to Review and ADRR Error Queue or timer set to removed docs 60 days or older. UAA, UAF, UAS
Create timer for ROP NOB queue currently this queue is all manual – Get patty involved with audio for RO team meeting, UAF Susan or Brigitte, UAS – Shayla or Diane – Reg are tied in to Degree works looking at meeting in November.
Remove ADP Mail out queue from AD Processing
Need to fix or create new Complete button for ROP Publication/Scheduling – Documents in this queue do not have UAID’s on them. The current complete button tied to this workflow queue uses UAID to remove the documents from the queue. Documents are stuck in the queue currently.
Need to remove the uaid association.

UAS will email – adhoc in adp processing to route to UA grad review

New terms needed for filters – All approved to have terms from 2006 through 201103 – how ever the question came up can we have the most recent term on the top and the oldest term at the bottom?
RO Filter by term – goes to 200903
AD Filter by term – goes to 200803
Should we have the terms go out to 201103? Can we remove any terms that are currently out their now terms go back as far as 200601 for both filters.
For UAF don’t need to go back to 2006
For UAS would like to have it for at least 1 term prior to current term
UAA – Prior 2 years and forward

All Approved!

Russ – having discussions with Hyland to get another non-production instance of OnBase for testing
Received a draft statement of work from sunguard – for the Banner / OnBase integration – we are looking at an initial meeting with sunguard in sept – it is our understanding that the banner OnBase integration is not a top priority for student with all the other projects going on the banner integration is 7 on the list pushes working on the integration will not happen for at least 6 months

Remove ADP Mail out queue – UAF and UAS don’t use it but UAA is checking with campuses to see if they use it before we make a decision.

Reminder - If there are problems with OnBase (workflow, timers, etc) please email them directly to sddit@email.alaska.edu