Academic History Workteam
Meeting Agenda & Minutes
Tuesday, November 20, 2012
2:00 PM – 3:00 PM
1-800-893-8850 PIN: 6384637
Present: **UAS:** Mae, Barbara, Peter **UAF:** Lillian, Libby   **UAA:** Patty **Kodiak:** Jennifer

1. **UAOnline transcripts (Susan UAF):** We have had students who believe that what they see on their unofficial transcript on UAOnline is what will print on an official version. We do not include the breakdown of transfer credit in the official transcript, just the totals. Is it possible to put a statement on the unofficial transcript in UAOnline that explains this difference?
   It was suggested to have a note put both on UAOnline and on the AVOW website so that students would know their unofficial transcript would not look the same as their official transcript. This came up because a UAF student saw the breakdown of his transfer credits on their unofficial transcript but was unaware that the official would not contain the same format/information with the transfer courses. This was causing him issues when he was applying for jobs with the State. Barbara felt that the any notation should only be put on the AVOW site and not on UAOnline. Lillian and Libby said they would come up with language for the group to review for the next meeting and UAA (Lora and Lindsey could provide their response as well).

2. **Simplification of registration process for non-UA students**
   We have gotten a lot of requests to simplify the process for non-UA students wanting to take courses. We know they can fill out a NODS- but there is nothing that really guides them to that. Would others be interested in perhaps adding a link to the home page that would say something like "Take a course as a non-student" or something that would then link directly to the NODS application?
   There was general agreement that this was a good idea. It was requested that Lora create wording that would go on the front page of UAOnline for review by the group.

3. **AVOW single sign-on and one step download (Lindsey UAA)**.
   This was tabled until the December 4th meeting because Lindsey was not in attendance.

4. **Workforce credential follow up: Will workforce credentials be listed in the catalog?**
   Kodiak: In the spring semester we are piloting a set of three residential carpentry courses that are non-credit, and carry National Center for Construction Education and Research (NCCER) certifications for Level 1 (Framing) and Level 2 (Interior) carpentry, and Weatherization. This series will be taught over 15 weeks.   Marine courses are also in the works but probably not until next year.

There was general agreement that these non-credit courses would not be included in the catalog and they would only be listed on the non-credit transcript. Kodiak expects to have their residential carpentry courses up and running in spring.

5. **Banner F2F- UAA**
   -Topics for conversation for the meeting in Anchorage?
   -Need more meeting time?
   -Combine with any other groups?
   -Suggestions for things included in the all-team meeting?
   Topics for the F2F for Academic History: AVOW, Online graduation application (which is having issues with seeing too many programs and not pulling the current program for a student).
   It was decided that Academic History does not need extra time or that we need to meet with another group. There were no suggestions for the all team meeting.

6. Mae brought up the issue of non-degree students and how they're assigned IDs. If Banner finds and error, the NODS will be held up for 3 days (at UAS). This is a similar process for UAF. Patty said they can sometimes have errors but all of their errors are tied to a specific email for the student which is automatically sent out.

Next Academic History Meeting: Tuesday, December 4th 2:00pm