

## BST Minutes

4/10/03

Note taker: UAA

Attendees: Saichi, Alicia, Mary Gower, Pat, Janet, Julie, Barbara, Colleen, Brigitte, Tamara, Patty, Karen, Carolyn, Suzanne, Darlene, Charese

### 1. Reports

Course Schedule & Catalog: none

Registration: Meeting 4/14/03. Removed "& Add/Drop" from name.

Academic History: none

Admissions: Still working on web product. Had meeting 4/2/03 to go over wording on checklist items. Known SCT problem with Contact Information section; will put that section on hold until problem is solved. Created one application in PREP for testing report (report can't be used in LRGP).

EMAS+: UAS upgrade rescheduled.

Fee Payment: Student 5.6 coming, with big changes in how fees work. Documentation will be provided when available.

CAPP: Planning August 1 view-only access for faculty and students. Problems testing in LRGP; John needs GOATPAC access (approved). Meeting next week.

Security: Recent security update requests have been approved by e-mail. Carol Weaver asked for tables to be added to RPTS, relating to those who have international student access

Housing: UAF Physical Plant looking at facilities management software.

Transfer: No recent meetings, and none planned until web product is ready.

Financial Aid: Downloading sample of Evisions for testing. Looking at wording on web and considering adding links. Three schools using e-signatures. UAF application on line soon.

Clone: Next refresh June 2, based on May 30 backup.

BPA/Workflow: In discussions with BCT, discovered there are different interpretations of how process will work. Need clarification, but student representatives feel our idea is the right one. Limited space available (31 machines) in Bunnell computer lab for sessions week of May 12.

Portal Project: New addition to Reports list. Steering committee selected but have not met. Consultant hired. Identifying constituent groups. Current focus on student only, later want to add affiliate and other types of accounts. Tiger team to be selected.

### 2. Requests

A. Extract for CDE courses, to allow them to get list of faculty and courses associated with them. Campus representatives approved to pass on to engineers.

### 3. Planning

A. Facility upgrade April 12. Cashier training in August.

B. Send weekday requests to Dale Denny, weekend requests to Mike Gardner.

4. JJ

- A. Back button is a browser issue; SCT can't affect this. Suggestions: Netscape—set cache to 0, Internet Explorer—SCT suggested changing 2 settings (Janet will send instructions).
- B. Required upgrades coming next year. Need input from user about when NOT to take the system down. Please tell Saichi dates you absolutely must have Banner available.

5. Additional Items

- A. Discussion of responsible campus continued. Do we need to keep old campus codes from SIS, or can they be moved to comments area of SGASTDN? Discussed possible site code standards at RSTC: campus code as first character, other characters can be added as needed to create more specific codes; if there is no specific site code assigned, defaults to program campus. Old codes in SGASTDN need to be cleared out, possibly put in Comments block instead, or find an alternative. Mary Howard was concerned about this but was not available for today's meeting, so UAA can't vote at this time. Those attending the Symposium will meet there and then discuss with Mary.
- B. Address updating report on web: There is a version in PREP with From and To dates. Need report to look at <= term selected, rather than = term selected. Janet will check that.
- C. Territories will be listed in state table, not nation table.
- D. Reflection and old Databrowser tool going away soon. Instructions for new Databrowser tool will be provided.
- E. UAF Registrar resigned, last day will be may 31.
- F. SSN issue: Saichi believes we can still request SSN on application, but he was not aware that UAA planned to make it a required field. For UAF, if students choose not to provide SSN, or if they choose not to pay by credit card, they are asked to submit a paper application instead of on-line application. Discussion of reasons for making applicants submit paper application if not paying by credit card. Discussion about where in web application process to notify students that they'll be asked to submit paper application for above reason(s). UAA needs resolution of SSN requirement issue so it can finish Banner web application.
- G. Who maintains part of term census dates? For EMAS, they need to know date when students are officially considered enrolled. That date should probably be the add/drop deadline, but that date is not recorded in Banner. Once the dates are determined, a program can be used to do automatic updates in Banner. Suggested that IR be given access to run that update, but their representative doesn't want write access to PROD.
- H. UAA School of Nursing wants a determination of how fees should be handled for their distance-delivered courses. They want course fees to go to Anchorage, but other fees (student activity, health center, etc.) to go to campus where the student is actually located, so the students can use the services and facilities at those locations. Multiple sections might be used, but that wouldn't solve Blackboard problems (some thought that solving Blackboard issues would take intensive work at the outset, but then would be set for the future). Cross-listing is a possibility; UAF has used this method and Colleen is willing to work with those who want to try it. In NSE model, all fees go to the course campus, while fees at the location campus are all waived. Karen suggested having a meeting with Tina of UAA School of Nursing, and other AP representatives to discuss further; other interested BST members are invited to attend.

6. 4/24/03 meeting cancelled.