

**BST Agenda for Date: 2/24/05
1:30 pm-3:00 pm**

AUDIO INFO! Phone: 1-866-393-8073; meeting #: 1492018

(In Fairbanks: Butrovich Room 102)

Note-taker: Barbara Hegel

Date	Campus
2-24-05	UAS
3-10-05	No Meeting
3-24-05	UAA
4-7-05	UAF

Attendance: Saichi, Tim, Tamara, Libby, Sandy, Cheryl, Alicia, Mary G, Mary H, Patty, Colleen, JJ, Carolyn, Isabelle, Rory, Brigitte

Additional items to agenda? - None

1) Reports

Course Schedule & Catalog – meeting March 3, Thursday at 10:30

Registration & Add/Drop – went through task requests – 5 are for today's meeting; reviewed SOATERM settings; problem with reviewing account summary by term (fee payment looking at this) next meeting is March 3 at 1:30

Academic History – Met on 2/21 & 2/18 for clearinghouse transcript; approved the script for transcript request regarding the SSN being printed on the transcripts – sent to Saichi and legal counsel; Certificates of Completion committee is meeting and Mary is keeping the team informed; Question for Patrick - Are the 5xx classes being added to course loads? Faculty and staff ID's showing up on some reports which were a concern. Transcript fees \$5-\$7 will be discussed at the next clearinghouse meeting; Next meeting: April 4

Admissions – Mike is testing; next meeting Monday

EMAS+ - bridge is live again; next meeting March 4

Fee Payment- Met this week, went over new bank contract and the rates; fixing reports; web future terms on app causing problems; aging report by term; PFD garnishment – face to face in March? Touch net gateway to upgrade to 4.6

CAPP – No Report

Security – No Report

Housing - No Report – unsure if the software was selected?

Transfer – No Report

Financial Aid – Wrapping up Financial Aid Awareness month. Financial Aid directors agreed to apply upgrade April 3. College goal Sunday on February 13 – was a success; many folks attended across the state

Clone – next refresh Tuesday May 31

BPA/Workflow – task requests to be sent; There are forms to fill out for sign-off from the functional areas. Next meeting Friday February 25 at 10

Student Support Services – Met on Tuesday; revisions sent to programmers; add a legend to the report; trying to get security in place; Training - Mandatory training or a manual for training? Comment report; content type validation set for discussion on March 22 – 11am next meeting

MyUA (<http://www.alaska.edu/its/projects/MyUA/>) Update on pilot will be released on 2/25; Pilot was to be on 2/23;

BCT – Roll out of INB (Internet Native Banner) don't need to be in Banner 7 for this. Target dates for June roll out; prep and lrgp by May; tests are being done now. JJ will be looking for Prep testers across platforms and functional areas. Technical items are being worked out.

3) Known system down time? **Sunday, Feb 27 8am- approx 30 minutes down**

5) Other items? (See other pages)

Patty asked- When will the dates be on SOATERM? March 21 summer; April 1 for fall. JJ will set these up.

From Saichi:

Testing Plans from student workgroups. **Hold on this till next meeting.**

From Mike E:

The attached task request was approved by the Admissions Workteam on 2/14/05.

(TR SAAWUDQ Checkbox_021405.doc) If the applicant checks a no – the application process stops and the staff person would have to contact them individually. **Approved**

From Colleen:

LookUp CIs to Add TR050217.doc - **Approved**

lookup_classes_unsecured_050217.doc –There were security issues with moving the one on the secure side. **Approved**

bwskfreg_reg_err_msg_050217.doc - **Approved**

BST Task Prereq Wait List Checking.doc-**Approved**

Pre-requisite checking-advisor-web-050217.doc **Approved**

From Patrick: - Campuses are not willing to move forward with this upgrade at this time.

Please review the following release guide for Student 6.2.1 before the BST meeting this Thursday. I would recommend that we apply this upgrade.

The release focuses on previous problems with "Drop Deletes(DD)" in the Fee Assessment area, and contains new Fee Assessment reports.

There are discussions within Applications Services targeting early April as a PROD date if we decide to move forward with the upgrade.

http://www.alaska.edu/as/banner/docs/new_guides/student/student60201rg.pdf

From Patrick:

Saichi brought up this issue raised by Patrick regarding the turning on the Pre-requisite checking in Banner. We need to look into this further.

I see benefit in fulfilling these requests, although I have to again question why we aren't using the system as designed. Could we?

In the Reg Work team meeting, I asked why we don't use Banner's pre-requisite checking. It was brought up that most of the instructors aren't prepared to classify their pre-requisites as true pre-requisites; not all instructors want the system to prevent the student from registering for the course. If we implemented the Banner pre-requisite checking now as-is, we could likely cause a lot of heartache with both instructors and students. Instructors not in agreement with a strict definition of a pre-requisite, as well as students familiar with the laidback definition of a pre-requisite would both be upset because registration would be blocked.

So my question (to the Reg Workteam) is:

Could we implement Banner pre-requisite checking in the future(say next year) by:

- 1) aligning our definition of a pre-requisite with Banner's
- 2) drawing up a communications plan to make faculty & students aware of the new definition
- 3) ensuring faculty re-define any catalog descriptions that do not fall into the new pre-requisite definition
- 4) find an alternative for instructors who want to use the current business process
- 5) implementing system wide

Is it worth it?.....Advantages I can think of:

- 1) our definition of a pre-requisite is clearly defined. Students understand they need to meet the requirements and cannot bypass them because some instructors enforce and others don't.
- 2) faculty are ensured that students have met the requirements - more of a chance the student will be successful

- 3) faculty would gain free time because they don't have to drop students from classes that don't have the pre-requisite
- 4) students who have completed the pre-requisites won't be locked out by those who don't
- 5) less advising

Disadvantages:

- 1) Doesn't follow our current way of thinking
- 2) Lots of up-front work to realize the benefit
- 3) less chance for the bright students to bypass the system without a good workaround in place

Sandy's response to Patrick's email:

One drawback that has stopped discussion on this issue in the past is the idea that turning prerequisite checking on would slow the system so much that registration would become very difficult. Is this still the case?

All the top people here (Director, Academic Affairs, Faculty) very much want prerequisite checking on, as do academic counselors. Although it would be heck in registration for a semester or two and would involve a lot of work for curriculum people, it wouldn't be any worse than any of the other transitions that we've gone through and it would benefit students. Ultimately, we undermine everyone's efforts if we tell students they "must" do something and then allow them to avoid doing it.

If the system slow down issue is behind us, I say let's bring this up with the Provosts.

Colleen's response to Patrick's email:

The more that I think about this, these reports will be of use even if we do turn on pre-requisite checking to be done at the time of registration. We traditionally start registration prior to the end of the current term and before grades are posted. These reports could be run by faculty to verify that students still meet the prerequisites after grades have been posted. The student-oriented one will allow the student and/or advisor to view the student's eligibility after grades have been posted. The waitlist one is unaffected by pre-requisite checking being on or off, I think.

From Juli:

It is time to start planning the student opening and closing freeze dates for summer 2005, fall 2005, and spring 2006. To facilitate this I need to know the instructional period (first and last day that classes meet, not including finals week) for each campus for the three terms listed above. If you have dates for any additional terms please send those as well as it would be great to be able to plan even further in the future. I would like to have the dates by March 2, 2005.

Also, the upcoming scheduled and agreed upon freeze is:
Spring 2005 closing 03 June 2005

UAA and UAF will send their info to Juli

From Colleen and Brigitte:

Please add the following:

Since we turned off the Dynamic Schedule so the long list of course schedules would not show for the student, it appears that faculty cannot view their class lists from those terms as well. I know of 2 instances when faculty have called asking about this. Do we want to turn the Dynamic Schedule back on for a few terms - say back one academic year to Spring 2004 - or leave it as is? **Suggested to go back to Spring 2003 – 2 years; Approved**

The discussion raised other issues which Saichi will take to HR. Could there be notification when a faculty member leaves? As far as adjunct faculty would they have to be terminated each semester if they are not teaching concurrently?

Fall was turned on by JJ after failed attempts to contact Mary H, Patty or Colleen. UAA will contact the specific faculty member who was experiencing the issue.

**Rory – Requested participation in an audio with SCT regarding paperless faculty workload on Tuesday March 29th
NO meeting MARCH 10 - Next meeting March 24**