

BST Agenda for Date: 5/03/07
1:30 pm-3:00 pm

AUDIO INFO! Phone: 1-800-893-8850; meeting #: 2967390

Note-taker: Colleen Abrams

Attendees: Lora Volden, Jenny Myrick, Mike Earnest, Colleen Abrams, Jacque Christensen, Barbara Hegel, Patty Itchoak, Libby Eddy, Anne Marie Nacke, Brigitte Mayes, Patrick Tilsworth, Diane Meador, Isabelle Tissier, Brian Brubaker

Date Campus

5-3-07	UAF
5-17-07	UAS
5-31-07	UA
6-14-07	UAA
6-28-07	UAF

Additional items to agenda?

- 1) Reports
 - Course Schedule & Catalog –
 - Next meeting – May 24th 10:30
 - Registration & Add/Drop –
 - Registration going good at all campuses.
 - UOnline message when outside of re-admit term being worked on.
 - Focus testing on Clearing house changes when upgrades area installed
 - Next meeting: May 24th 2:30
 - Academic History –
 - Student Status being looked at to start updating field as students continue so students are not first-time freshmen when they graduate
 - Closer look at Clearinghouse with new Banner upgrades
 - Omission of data on Commencement report due to incomplete information on SHADEGR – This is being cleaned up as it is identified
 - Admissions –
 - Discuss coding for first time freshmen and the implication of duplicate records for institutional reporting
 - Original entry addresses entered at time of admission discussed. Automated process being looked at.
 - Process status in Onbase and how it affects the processing of documents
 - Copy of IPEDS coding rules should be coming from Peggy
 - Meet next on May 7th
 - Recruitment –
 - No report
 - Fee Payment –
 - In training for Onbase
 - CAPP –
 - DegreeWorks in process – need to provide vendor with program component estimates and find funding for the project
 - Security –
 - Nothing
 - Housing –
 - Nothing
 - Transfer –

Nothing
Financial Aid –
Several going to WASFAA next week
Look at PIA recommendations from SungradHE. Looking at those to be done and those recommendations to not follow Will go over PIA with Vice Chancellors on May 14th
Imaging –
Hyland is currently here raining with Finance
Upgrade for workflow server went in
Files not going to review for admissions. Timers not firing causing some of the problems. Others still not going to review and being discussed with Alicia.
EAS has been working on a couple of issues in workflow.
BPA/Workflow –
Next meeting is May 22nd
Student Support Services –
No report
MyUA (<http://www.alaska.edu/its/projects/MyUA/>) –
No report
BCT –
No meeting
Military (CTAM) –
No report
Duplicate ID –
No report
Clone –~~Future dates June 4, and October 1~~

- 2) Known system down time?
None known
- 3) Patrick/JJ:
Reminder – 7.3.1 and 7.3.2 upgrades going in PREP an LRGP on May 10th and 11th. Into PROD on June 3rd.
UA Scholars implemented mid-May
- 4) Mary G
[Ann T not available for this upgrade testing, Gayle politely declined](#)
Mary Howard might be interested in testing. Probably need people who have been on the system fairly recently
[Dan Julius - in negotiations for VP of Acad/SS](#)
[Brought 30 minute UAOnline timeout to GFC, waiting for responses](#)
[Problem finding Sungard rep for PIA – most likely fall/winter](#)
[Update on email memo - need to talk to your VC if you want action on this.](#)
Asked for and has gone through Student Services council. Was thought to be taken care of but has not been.
Does not seem to be much of an issue with VC's. Think that IT was the ones not caring through. UAA will be doing it and it is advertised in their catalog
[Predictable Tuition Task Force – final report with recommendations was supplied to the President](#)
Memo sent by President Hamilton that it is not going to be pursued.
[Auto deposit meetings at UAA/UAF in May](#)
Mary Gower working on this for a couple of years. Meetings to be held to discuss this at UAF and UAA with Finance, Financial Aid and Student.
- 5) Requests:
- 6) Other items?

Task Request

Other Items

Ethnicity codes – Mary, Isabelle, Mike

- There will be a SW task force put together with Student, HR, EAS, OIR to plan implementation for meeting the federal data collection and reporting requirements for IPEDS.

Employees and admissions forms need to be updated to meet requirements

No final rules from the government at this time. IPEDS reporting requirements not clear at this time.

Can mark up to 5 boxes.

Path for UAOnline modifications – Mary

- Just a reminder that the BST (you!) are the appropriate person that your campus staff should bring suggestions to regarding UAOnline, it may be worth getting this word out and/or reminding your colleagues of this at other meetings.

Reminder only

Ability to accept checks online for admissions applications – Peggy & Cheryl

Being worked on. Just a head's up

Generated email cleanup on Banner - Janet & Patty

See messages below.

Discussion about inactivating email accounts.

Patty will set up a meeting with Barbara Hegel, Colleen Abrams, Janet Johnson, Patrick Tilsworth, Rory O'Neill and herself to look at options for flagging inactive accounts.

From: Rory O'Neill [<mailto:rory.oneill@alaska.edu>]

Sent: Tuesday, April 17, 2007 2:03 PM

To: PATTY ITCHOAK; PEGGY BYERS

Cc: Janet Johnson; Rory J. O'Neill

Subject: Re: Generated EMAIL cleanup on Banner

Hi Patty, Peggy:

Good topic. Here's some context that you can use to lead the necessary discussions.

The cross-UA IT department arrangement regarding e-mail service provisioning/de-provisioning and e-mail account activation/inactivation for students is that campus IT departments will continue to provide what's required by their respective campuses. The stipulation that information about active e-mail accounts (i.e., account metadata) be submitted to SW for upload into Banner, EDIR, OnBase, Workflow, etc. continues to be in effect, and thanks to the MyUA portal project the accuracy and recency have reached an all time quality high point during Q1 CY2007. At the same time there continues to be defects in campus e-mail metadata extract processes or the actual campus e-mail account provisioning logic resulting in malformed e-mail addresses.

The e-mail account metadata specification for metadata earmarked for storage in EDIR (and use by MyUA's e-mail client tool) includes a flag that is supposed to be set by the account issuing IT department to indicate whether an account is still active (meaning available to the student for use). I think there's been some IT staff wrestling about the value in tracking inactive accounts and thus SW has not realized full participation over use of that flag. Instead some IT departments are inclined to send metadata for active accounts only and transfer additional software manipulation responsibility for that flag to OIT.

The quality of and methods in effect to maintain e-mail account metadata stored in Banner can be reviewed. I suggest you have Janet present this info as a BST agenda item.

Regards,
Rory.

At 03:59 PM 4/16/2007, PATTY ITCHOAK wrote:

Rory and JJ,

I understand that the campus ITS areas provide snapshots of student campus generated emails of which that data is uploaded into Banner. We are starting to rely on using these generated emails more and more for things, but now my question is if we are coming up with a mechanism to clean out of Banner those campus generated emails no longer active. According to the email generation process, after 3 semesters of non-enrollment, campus generated emails are eliminated. The snapshots used in uploading to Banner reflect only the active ones.

Has there been discussion on your end on what needs to be done to help manage these campus generated email accounts on Banner. I would assume that UAF and UAS will have this same issue. As it stands, if we send an email out that gets a bounceback because it no longer is valid, we manually go into GOAEMAL and delete the Anchorage generated email. I would hope for a more automated process to handle this type of maintenance.

It would make sense that a comparison tool could bring in the active campus ones based on the snapshot and all others would be eliminated.

Anyway, I want to keep this moving forward so we can get to a solution to this situation. What are your recommendations? Has your shop already discussed this issue?

Thanks a bunch.

Brian – CleanAddress process. Think it may be waiting for a server. Mike will have Janet send an email to the list with the status of this process.

Meeting adjourned.