BST Agenda for Date: 11/29/07
1:30 pm-3:00 pm

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

(In Fairbanks: Butrovich Room 102)

Note-taker: Barbara A Hegel
Attendees: Mary, Barbara, Crystal, Patty, Lael, Sandy, Charese, Libby, Tim, Colleen, Deanna, Brigette, JJ, Isabelle, Patrick, Jenny, Shelly, Peter, Peggy, Caty

Date	**Campus**
11-29-07	UAS
12-13-07	SW
12-27-07	No Meeting (Merry Christmas!)
1-10-07	UAA (Short meeting since classes start on the 14th for UAA/UAS)

Additional items to agenda? Talk about survey tool for UAonline

1) Reports

Course Schedule & Catalog – next meeting Dec 6
Registration & Add/Drop –
Academic History –1. Change Outcomes on SOACTRL from "Warning" to "Fatal"
We decided to change the warnings in SOACTRL to Fatal. This was done to prevent admitting new students to expired degree programs. We decided that if there is a special case where a student needs to be entered we can temporally change the controls and admit the student. Colleen will change the warning.
2. Add a new code to SHADEGR
Anchorage wanted to add a new code to SHADEGR to indicate late applications. Both UAA and UAS saw no problem in adding the new code. Laura will write the task request.
3. Additions to SHR9OLL
The UA system no longer uses SHR9OLL instead we now use SHRROLL. We decided that we would like to report to include campus and section, and we would like to have a subject added to the report parameters. In addition we would like Statewide to investigate why the report shows students more then once, Fairbanks has found that there seems to be a correlation between the number on times the student appears on the report and how many SGASTDN records they have. We would like each student to appear only once. I, Peter, will write this task request.
4. Create an all encompassing Graduate Transcript level.
We decided that instead on one all encompassing level that we would create three graduate levels, one for each campus. The new levels are AG, FG, and SG. We decided that this rout is more convenient for each MAU.
Added Items,

1. Barbara wanted to talk about the clearing house reports. Fairbanks needed to finish testing.
2. Lora would like the FW code in registration post the "W" grade with the roll process done at night. Both UAS and UAF said they would like to wait before approving this. They would like more information regarding what process does the automatic roll. Lora said she would look in that. This item will be discussed further at our next meeting.

Next meeting: Monday December 3, 2007 at 1:30

Admissions – Reviewed the Face to face agenda items, next meeting Dec 3
Recruitment – Discussed Face to face items; current scholars task requests more testing in EMAS
Fee Payment – No report
CAPP – No report
Security – No report
Housing –No report
Transfer –No report
Financial Aid –No report
Imaging – Webinar for workflows last week; there will
BPA/Workflow – Next meeting 12/3; Hired Robby Stossel
Student Support Services –Next meeting 12/12
MyUA (http://www.alaska.edu/its/projects/MyUA/) – About half the of the LCBs (Luminus Chanels for Banner) are fit to be enabled in MyUA-Prep for user testing. (Mary's email today 10:05am) Some servers need to be updated to Oracle 10 in test; there will be additional updates before we can look at the LCBs. Banner data owners will be the ones to say if and when we go to production,
BCT – No meeting.
Military (CTAM) – No report
Duplicate ID – there is a program that runs every month indicating potential duplicates; JJ will check to see if Common matching has had an affect positive or negative
Clone – Future date Jan 7, 2008, June 2, 2008

2) Known system down time? Sunday Dec 2 8-9am

3) Patrick/JJ: DegreeWorks contract is in the purchasing dept; IT department has been working with that dept. Databrowser – discuss a business case for replacement as a priority project. Rory will do a cost analysis; How long can we be down without service for RPTS? How does this fit into other priority projects? Barbara Hegel was accepted to be the project leader. Gwen will send out a document that was collected in 2004 for the needs. Joe T. would like to have a plan in place by the end of this fiscal year. (also see below under Mary G.)

4) Mary G

Common Matching in effect 11/1 – possible webcast training next week, will share dates when I receive them from our SunGard rep
PFD verification:
Was removed from the December Board agenda, will be proposed in February
PFD office changed policy, eligibility for PFD not confidential after Jan 1 08, we can go on their website to check it
Definition of half time student also rescheduled to February Board meeting
First day of spring classes: UAA 01/14, UAF 01/24, UAS 01/14
DegreeWorks update see above
Clean_Address – Looking at the possibilities to get it to PROD right after the holidays, in time for W-2's, 1098T's, etc. Currently in PREP and LRGP. It will prevent you from putting in a bogus address in UAonline in Banner it is only a WARNING. Testing is needed.
SSN in alt ID field to sunset Oct 21 – How long to leave it posted at UAOnline? June 2008
AVC's discussed EMAS and EM Suite; UA was asked to be an early adopter – may not be the best situation for UA. A demo will be presented.
Ethnicity codes preliminary planning - General Counsel and IR determined that all changes need to be in place by 1/1/09, so that data collected in 09 uses the new codes. It is on the Banner implementation schedule for early 08. JJ questioned this last statement for early 08.
CollegeNet – technical discussion next week
DataBrowser – saw demo of Brio Query, no word on the DataBrowser team reconvening, meeting today to prep for PEG meeting 12/4
B8 TENTATIVE timeline – B8.1 receive end of Sept '08, LRGP mid Dec '08, PROD Feb 26 '09.
Rec'd BSF2F MAU alignment info back from Barbara, John, and Deanna, will be compiling it for Saichi, and Dan J. Also working on draft of single email account memo.

5) Requests:

Task Request

Crystal - SRR2BE1 Banner process (11/26/2007 3:18 PM email) put this together approved in Recruit by all MAUs. APPROVED

Charese - (11/27/2007 9:25 AM email)

1. SGR2EXP
   Sort names in .lis file in true alphabetical order, by basing the sorting on the UPPER-CASE value of the name (or whatever was done to put SFR2LST in true alpha order).

2. SGR2STD
   Sort names in .lis file in true alphabetical order, by basing the sorting on the UPPER-CASE value of the name (or whatever was done to put SFR2LST in true alpha order). APPROVED

Patty - Medicat Data File Process (11/27/2007 1:00 PM email) student health center – 6 data elements instead of the 30 listed. They will take information and see if the student is eligible to access the services. APPROVED

UAA pending level incomplete admitted students who need to register. Currently use OA level creates a SGASTDN record; wants a code that alerts anyone who looks – students and staff. No confusion; **– IA admissions pending UAA student** – temporary for only one semester. Used for both graduate and undergraduate. They will be moved to XA if they do not complete within that semester. **Careful to watch reports to include this code**. APPROVED

Peter – SHRROLL 1 and SHRROLL 2 (9:56 AM today, email from Mary Gower) SHRROLL 1 We would like to add campus and section to report. We also would like to add the parameter of subject.
Currently the report is long and cumbersome. This will stream line the report and make it easier to read and get information from, and in the long run save time.

SHRROLL 2 We would like the report to only list the student with an error once. At the present time the report will list students multiple times and there is no reason for this. The number of listings appears to be connected to the number of SGASTDN records the student has. (Patrick said it is the way Sungard intended) Patrick approved as did the MAUs

Other Items

Libby

The field labeled hours on soapcol-(SORDEGR_HOURS_TRANSFERRED) who reports on this field? Is it a necessity for us to complete this information? Each MAU is using this field in a different way-do we need to be consistent or can we choose to not enter data in this field?
Who is using this is IR using it? Doesn't appear to be an issue with IR. **It will be discussed at the next Admissions meeting – Dec 3.**

When will new codes for race/etinicity be available in banner? We agreed we should begin entering for the Fall

2008 applicants. We need guidance on how data is to be entered and which fields are to be used. I would imagine all areas HR, Finance, Student etc will need written guidelines on entering this information. This will be covered in a meeting next week. Something will be sent out to the group.

Educational level (STVEDLV) and educational goal (STVEGOL)-is the information entered in these fields being used by IR and is it required on non-degree seeking students as well? (Mary forwarded the email to BSIS at 12:15 11/15/07) Has been turned on, but has not been mandatory.

Patty

Survey tool question– could this be used as an acknowledgement? This would prompt the student once a term to update a specific question or emergency address. An acknowledgment will be created and stored into banner. (this is not out of the box feature) Patty would be in favor of it as a once a term question, but not each time a student goes into UAonline.

Thanks to Patrick and all for the clearinghouse report. It works!!