Catalog/Schedule Work Team Minutes
Thrs. Nov. 8, 2007 - 10:30am
Audio-conference number 1-800-893-8850, conference code 6384637
Attendees: UAF: Colleen Abrams; UAA: Linda Davis, Jeff Oliver, Sarah Hill;
UAS: Jan Crichton, Jeanny Wharton; SW: Patrick Tilsworth

Banner Student Face-to-Face Recap
We discussed points of interest in the Cat & Sched sessions.
UAF's new catalog download SCR2DNF is in LrgP and uses level, so other MAUs are welcome
to try it. For prereqs it keys off PR# rather than scapreq.
Jeff mentioned the addition of 3 new Instruc Method codes:
    AB Audio/Blackboard combined
    BB Blackboard
    EL Elluminate live
UAA also added some of these to their rooms values.

Open Learning: Jeff and Lora have had some success with this. Jeff recommends doing setup
at the college level. SSASECT, SSARULE "% of Completion" requires a negative value to allow
students to register before class begins. Jeff will keep us updated on progress with Open
Learning testing.

Jeff mentioned that the F2F was a good reminder that we all do similar work, and any shared
items may help others. He volunteered to send info to the CCS list on some of the macros he
uses, which might well be useful to the rest of us. Thank you Jeff!

Old Business:
Colleen reminds us to code Non-credit and CEU courses for both credit hours and contact hours
on both scacrse and ssasect. Institutional Research will begin tracking these hours as
"instructional productivity" for budget purposes by Fall 09 or sooner if ready.

New Business
- *From Linda:* Catalog coding of allowable course hours.

The problem seems to be in the SCACRSE form in Banner itself. We have a number of courses
in our catalog where, for example, a 1-credit course may be taken as a 1-hour lecture or a 3-
hour lab. So, we would like to have it appear on Banner and in the catalog download as 1+0 or
0+3 for contact hours. However, Banner will not permit me to enter 1+0 because I get an error
code that says "ERROR Low hours must be less than high hours." What happens is I must
enter it as 0+1 or 0+3, which results in inaccurate information. The course may not be taken for
(no lecture) one hour of lab or three hours of lab, it must be taken as one hour of lecture (zero
lab) or (zero lecture) three hours of lab.

What I believe would fix it is to change Banner to allow us to enter a high hour number
preceding a low hour number.

I hadn't realized this was happening, and it results in an unintelligible mess for many of our
courses. It must be fixed in Banner so it will appear correctly in the UAOnline course catalog as
well as the download for the printed catalog. I look forward to discussion at a future meeting.

Thank you,
Linda

Patrick was attending and after discussion it was decided Linda would send Pat the courses to
code, as users are unable to code Banner in that way. Example given: CIOS A082 effective
term 200201.

- Department Header Text

Linda brought up the subject of department header text, as coded on SCATEXT pertaining to a subject/department. It was agreed that this information would be very helpful to be displayed on UAOnline with the header itself, at the top of the Class Schedule Listing results page, just as it would in a published schedule. All liked the suggestion and Linda will draft a Task Request.

Task requests for UAOnline approved by BST 9/20 (not in LrgP yet). Status:
Patrick will prepare static html pages, and will post them to the CCS list for approval before these go to the programmers. After approval of the html's, they will be built in LrgPrep.

   TR#1 non-secure Catalog search
   TR#2 non-secure Class Schedule search
   TR#3 secure Look-Up Classes to Add search
   TR#6 Remove redundant "College, Division" from Catalog search
   TR#8 Remove "Display" links from Student Records, add Catalog link to Registration.

Next meeting:
Next scheduled CCS meeting Thr Dec. 6, 10:30am.
  -jan