Catalog/Schedule Work Team Minutes
Thrs. Feb 12, 2009 - 10:30am
Audio-conference number 1-800-893-8850, conference code 6384637

Attendees: SW: Jane V, Mary G, Robbie S, Pat Borjon; UAA: Linda D, Kathleen M, Sarah H, Gianna R, Charese G; UAF: Mae D; UAS: Jeanny W, Jan C.

TRs in Prod

TRs approved for Prod

TRs in Testing

TR#11A,11B Workflow: Course Change Notice To Students using SSA2ADM.

   Available in Prep only. Testing continues. Subsequent changes send separate emails. Update of SSA2ADM sends the notice out in real time. In-progress status: Per Robbie's email of 2/12:
   " …There are 2 emails going out - one for Registered students and one for waitlisted students. Both contain the same data, but it addresses the student with 1. You are waitlisted in…..changes have been made. 2. You are registered in…..changes have been made. "
   Re: section number: " I looked at the WF and section number is already included in the email,"

You are registered in CRN 73163 ANTH F100X FE1 Individual, Society, & Culture for term Fall Semester 2008. Changes have been made to this section. The most current information is provided below.
Changes are denoted by **.

**	**Course dates:**	09-01-2008 to 12-31-2008
**	**Meeting days and time:**	@v_mtg_days
	Location:	Bunnell Building AUD
**	**Instructor(s):**	TBA
**	**Credit hours:**	3
**	**Fees:**	A fee change has taken place; please review your account at UAOnline or MyUA.
**	**Comment:**	Texting 123. Comments go here. Field will hold 60 characters.

Fees began the discussion, from (UAA) Gianna's email of 2/11:
   "… we'd like to see the fee information removed entirely. … that field will never be used by UAA. We think that by listing it at all will give students the false impression that fee information will be provided to them in this manner."
   UAS plans to use the Fees line and wants it in. UAF did not have a position.
   A programmer suggested we could possibly do a UAA version that drops the fee line for UAA courses. That seemed like a possible solution. MAU would need to be defined by Course (A,F,S), not by Student MAU.
   Clarification that the fee note was intended to only display when a fee has been changed, and to not display if there has been no change.

Meeting times: Courses with multiple SSRMEET lines are not showing in the emails. Only one line shows. Gianna and Mae both confirmed this. Many courses have more than one meeting pattern, such as science lab courses. We need multiple lines per meeting patterns in SSRMEET.

Course dates shown in the email are not the specific SSRMEET dates, but the overall Part-of-Term SSBSECT dates, not necessarily tied to the changed day, time, room, etc.

In light of all the above, it was agreed this cannot go to Prod until substantial reworking. As Robbie is leaving, Pat Borjon pat@uaa.alaska.edu and Daniel H daniel.hostetler@alaska.edu will take up this WF. Thank you to Robbie for all your work. And to Pat Borjon, a warm welcome from CCS.
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<u>TR#3A,3B</u> Include dept text under subject headings in UAOnline Class Sched & Look Up Class to Add. Subject headers DH#, or if none found, use STVSUBJ description; by Daniel.

Re: Daniel's email of 1/28 to test new version in LrgPrep. From Jan (emailed 2/11):

1. Could we please add to the wording "Sections Found" the campus selected for that search, e.g. "Sections Found for UAS - Ketchikan Campus".
     Daniel will check to see if this would be easy or not. If not, we won't do it.
2. Is there a code in SCATEXT that will NOT display on UAOnline?
     No such code. Only removal. All MAUs are OK with that.

Linda D (UAA) says this looks OK. Jan (UAS) says it works for Southeast. Mae did some additional testing and found she needs to make some code revisions to rural campuses, and wants to see that those have the desired effect before approval. Pending UAF approval.

<u>TRs in queue:</u>

Student task request website:

http://bweb4lrgp.alaska.edu/banlrgp/owa/bwsk2rqs.P_DisplayRequests

TR#1 Catalog Search re-structure

TR#2 Class Schedule (public) search re-structure

TR#3 Lookup Class to Add (secure) search re-structure.

   TR#1-3 were approved by the BST over a year ago as overall improvements to student service.
   Jane will follow up on status. Note:BST's agenda on 2/5 was too full and could not get to this item.
   At Mary's suggestion, we agreed to request TR#1-3 priority level be raised from 2 to 3. All agreed.

TR#8 Add Catalog Display link to Registration instead of Student Records.

TR#9 Catalog prereq's & coreq's copied forward to UAOnline Catalog Entries page.

   A high priority for UAA. Jane will move it ahead in the queue. This is now a priority 4 (highest).

<u>TR Priorities</u>: Mary asks that each MAU reiterate their priorities for TR action items in queue, and send those to her for the BST.

<u>Old Business:</u>

#86_TR_OB_RO Sort Order.doc, from Linda D emailed 1/7 with Task Request, OnBase sort order:

   OnBase filter to view curric files in each subject by course number order, then in chronological order within each course number. Approved by CCS, and on the OnBase agenda for 1/13.
   Linda reported on the OB meeting; Alicia will be working on this next week (Feb 16-).

Higher Education Act: *(continuation from Nov 6 agenda)*

   Beginning in July 2010, institutions will be required to list textbooks for each class. The Banner form that has been identified to carry that information is SSA2SYL "Required Materials" block. Field name = SSRSYRM_REQUIRED_MATERIALS.
   This form is a clone with security class available to academic departments.

<u>New Business</u>: *Held again for next meeting as Colleen was not in attendance.*

From Diane M emailed 12/18: Sched Type used to manage duplicate section reg errors (now fatal):

   Colleen believes that a new Schedule Type code might be a means to circumvent the fatal registration error checking on "duplicate" courses, like multiple sections of ED S593. The Registration work team has agreed to set error checking permanently beginning with registration for the Fall 2009 term.

<u>Reminders:</u>

   - Please be careful using Spring/Summer CRNs due to duplicates.
   - When using SSR9OLL, set param #07 as "N" to create system-generated CRNs.
   - Banner-8: LRGP outage Sep 24 2009; PROD outage Oct 29 – Nov 4 2009 (actually Nov 5, 8am).
   - BSF2F Oct 19 – 23?

UAOnline View and Reg dates

Summer 2009	View	Feb 2, 2009	(UAS was able to post by this date).
	Reg	Feb 23, 2009	
Fall 2009	View	Mar 23, 2009	
	Reg	Apr 6, 2009	
Spring 2010	View	Oct 26, 2009*	*May be delayed by the Banner-8 outage. Plan for
	Reg	Nov 9, 2009	posting a pdf, etc, 10/26 – 11/5.
Summer 2010	View	Feb 1, 2010	
	Reg	Feb 22, 2010	
Fall 2010	View	Mar 22, 2010	
	Reg	Apr 5, 2010	

Next scheduled CCS meeting: Mar 12, 2009 - 10:30am
Thank you -jan