

Registration Work Team Meeting Agenda for November 19, 2003

Group: Registration Work Team

Topic: Weekly Team Meeting

Date: November 19, 2003 at 2:30 pm

Attendees: Colleen Abrams, Mary Booth-Barger, Beth Bruder, Shelly Love, Jan Crichton, Barbara Hegel, JoJo Ducharme, Robin Garnick, Kim Runnion, Chris Truncali, Ruth Evern, Karen Kodiak, Brigitte Mayes, Mary Howard, Carolyn Hanthorn

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. alternate pin setting guidelines

Colleen –

Some items for the Reg Team, be it today or later,

- 1) Reminder of reason for names listed as \_\_\_\_\_\*

They are names listed with **unresolved** ID issues, generally duplicate PIDMs

They require documentation, record movement and data cleanup

- 2) Potential concerns brought about by the assigned ID process to be implemented

Social security number as the primary number and a different social security number in the alternate (previous) ID field – how will we then determine which soc number is the correct one

Possible solutions: a) Remove the soc sec number(s) located in the

Alternate ID field and place on SPACMNT with

notation – addl ID used = \_\_\_\_\_

b) IF the soc sec number in the Alternative ID field

AND the current soc sec number are both

conversion numbers, delete the one in the

Alternate ID field

- 3) When a soc number is made BAD – be certain to delete that number from the SSN/SIN/TFN: field. A new FA employee has been loading FA tape info and when there was a question about the number, began creating new PIDMs with the FA information 'because I wasn't sure what to do'.

Student Site code (Serving campus)

, Send email outlining usage of serving campus

Mailing address via the Web?

#### Web setting of SFRSRPO by faculty

- . Works great - lists available codes, lists first 23 courses (by CRN) for a given instructor
- . Posts to SFASRPO with a user of WWW\_BAN.
- . Any instructor or only primary can post?
- . Other discussion
- . Can we open it up for spring semester?

#### Active task requests

- . SHR2GRM update
  - . Status from JJ and all
- . SFR2ACT - Reporting
  - . Add new parameter to say whether to print dropped courses
- . SFP2RPO -
  - . Test results?
- . SFR2TCA (report of SFASTCA entries)
- . SFR2CHD (SFRSCHD using CRN as the input parameter)
  - . Status from JJ?
- . Printing of Personal Data Forms through UAOnline
  - . Status - Janet??

#### Transition from Voice Response

- . Discuss memo from Ron Illingworth to Bernice Joseph and Ron Slominski
- . Definitive dates for VR shutdown is 10/2004
  - Need to do something with this. The grade mailer process is only the beginning as we need to find a way to determine who should get mailers and who does not need them. This will be an additional expense to the units whose budgets are already tight.

Colleen