

Registration Work Team Agenda for November 11, 2004

Group: Registration Work Team

Topic: Team Meeting

Date: November 11, 2004 1:30 pm – 3:00 pm

Attendees: Chukchi – Mary Booth-Barger
Kenai – Shelly Love
Interior-Aleutians – Holly Royce
Statewide – Janet Johnson, Saichi Oba, Mike Sfraga, Patrick Tilsworth
UAA – Carolyn Hanthorn, Mary Howard, Patty Itchoak
UAF – Colleen Abrams, Shelly Baumann, Brigitte Mayes, Tim Stichel
UAS – Jacque Christensen, Barbara Hegel

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Agenda:

Pin Setting Problems

- UAA has had several occurrences of their students having been pinned by another campus and the students are now unable to register for their UAA courses.
- Several options were discussed including:
 - Having the batch processed beefed up to not allow the update of an alternate pin if the student is not of the campus setting those pins
 - Assigning unique alternate pins to each student and then communicating that to the student when appropriate
 - Only setting the alternate pin of those students you have a right to
 - Use additional registration restrictions on individual sections
- Current registration priorities:
 - UAA – anyone can register the first day as long as they are a current degree or non-degree student
 - UAF – priority by class standing over a period of 6 business days
 - UAS – degree students and then 2 weeks later non-degree students
- There was no conclusion about the topic. Will be discussed again at the next meeting.

GTVSDAX parameters (explanation of the following at the end of this agenda – taken from www.alaska.edu/as -> Banner -> Banner 6 Bookshelf -> General System-> GTVSDAX Handbook)

WLTIMECON – Should waitlisted classes recognize time conflict errors? (New with 6.2)

- Tabled until next meeting as no testing has been done

Task Requests:

- . SFR2LST - room definition change problems
 - Status: Is finished and should be available for testing in LRGP and PREP soon
- . SSR2PTU – Allow update without deleting all students
 - Status: Is currently being worked on
- . SFAREGS – allow update of campus when student is re-registered
 - Status: Programmers are looking what it will take to do this task request but are reluctant to change this process. They have not rejected the request at this point.
- . Dynamic Schedule – Eliminate display of registration dates
 - . Review and approval
 - Approved by all campuses – will be moved to BST for consideration on 11/18/04
- . Look-up Classes to Add – explanation of NR, SR and C
 - . Review and approval – See explanation from SCT documentation below
 - If all that is desired to change the informational text on the form, we do not have to submit a task request. So we decided to look at the informational text.

- UAS will propose the text and send it to use via email for suggestions and approvals.
- Included in this information should be an explanation of XL and WL for the enrollment totals columns.

Other items:

Allow students to change their permanent address

. Review text that Janet created – see below

- Suggested that the description of mailing address types paragraph be moved before explanation for changing mailing address.
- Approved to send on the HR for their approval since they were the original requesters of this change.

Bookstore link review

. Review information that Patrick created – see below

- Please review the information and send Patrick any desired changes.

Positives/Challenges with this registration

- The pin issue has taken a lot of time at UAA but not sure how many students are affected by it. About 700 phone calls the first day but not all were pin-related issues.
- UAA is looking at making suggestions for revamping the Help text message associated with the login page as it is not very user-friendly. It tells someone with login problems to call the appropriate office but does not give the person any phone numbers to call. Are looking at something similar to the text provided with the "by phone" link on the login page or maybe providing the person with a "Problems" button at the bottom of the page.
- Janet let us know that the "ID Lookup" page is coming. It is in TEST now. When available for PROD, the link to "ID Lookup" will be on the main menu page. Something else to consider is that we will probably not need a separate login once the portal is available – that it will be a single signon.
- Administrative holds are still causing a problem. Colleen will find the original text and forward so we can get this issue resolved. This information is included in the mail message with these minutes as well as a task request for the changes to the holds page.

Late item from Carolyn – change in the way zip code field functions on SPAIDEN

- Prior to implementation of 6, when a zip code was not found on GTVZIPC and <tab> was pressed, the cursor went back to the city field. Now the cursor stays in the zip field and the user must <back tab> to the city field.
- Suggestions made were:
 - Potential of moving the zip field prior to the city field.
 - Adding all zip codes to GTVZIPC. Patrick is going to look into acquiring the complete zip code table for the US and if it can be loaded into Banner.

Personal Menu sub-menus

- With the implementation of 6, personal sub-menus must be an object in the object table that shows on the left side of GUAPMNU. If the sub-menu name is not there, the sub-menu does not appear on the user's personal menu.
- Janet is researching the number of personal sub-menus and the types of names they have been given. She will probably report to the 11/18/04 BST meeting her findings and when (if) those sub-menu names will be added to the list of valid objects.

Next Meeting:

. December 9th, 2004 at 1:30 pm