

Registration Work Team Minutes for February 22, 2006

Group: Registration Work Team

Topic: Work Team Meeting

Date: February 22, 2006 at 1:30 pm

Attendees: Colleen Abrams, Shelly Blatchford, Jacque Christensen, Charese Gearhart-Dekreon, Carolyn Hanthorn, Patty Itchoak, Brigitte Mayes, Jenny Myrick, Patrick Tilsworth

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Results of the meeting have an \* in front of the comment.

Outstanding Requests:

. SFP2RPO – Change the college parameter to not accept %  
Ready for user testing on 2/16/06

\* Patty will test this

. SFAREGS – Update the Campus Code upon re-registering for a course  
Denied by programming staff – Please remove from the list

\* Patrick will see to having this removed from the Requests list

. Script – Script to replace SSN field  
In progress on 12/20/05

\* This is the process for filling the SSN field with 'BAD' for records that for the bad id of a person with duplicate ids.

. SFR2APS – Miscellaneous fixes  
Ready for user testing on 2/13/06

\* Patty has been working with Ian on this. It includes removing parameter 6. There are some efficiency issues at this time.

. SPA2ADR – Create stripped down version of SPAIDEN  
Ready for user testing based on email message of 2/16/06

\* Colleen has tested this. There is one problem with it in that the Generate ID label and button are in the key block area. Others also need to test this form that could be assigned to people who need to update addresses and telephone numbers but nothing else that appears on SPAIDEN.

. QAdhoc – Qmenu 'Section Status' Clone  
Ready for user testing on 7/08/05

\* Charese and Jan will test this process.

. SGR2STD – Update for Concurrent Curricula  
Approved by BST on 2/01/06

\* This was submitted by the technical staff.

. SFI2HRS – Canvas Error (Patrick)  
Requested on 10/24/05

\* Technical staff has not had an opportunity to work on this yet.

. SFR2APS – Remove Parameter 6 PopSel restriction  
Requested on 11/07/05 – Needs work team approval so it can be sent to BST

\* Is included in the SFR2APS task request listed above. Will be removed from Task Request list.

## Task Requests

. SFR2LST task request – Charese Gearhart-Dekreon

\* Approved to forward to BST for 2/23/06

. Web Page similar to SFR2LST paper report – Bob Metcalf

\* Approved to forward to BST for 2/23/06

. Cohort and Attribute update report – Patty Itchoak

\* Programmers will most likely create a new program to load the attributes rather than alter the vendor-provided program. Patty will adjust the task request to reference only the attributes.

\* Approved to forward to BST for 2/23/06

. SFRSCHD – Add .dat file to process

. Patty's task request and draft for the .dat file are attached to the email message

\* Programmers may make the .dat file into a separate program if the additional fields being requested add too much complexity to the existing program.

\* Approved to forward to BST for 2/23/06

## Old Items:

. Registration page help information – Jan Crichton

. Regarding registration dates, a good suggestion forwarded from one of our academic dept's was that the "Registration Information" needs to include the date that registration opens for each campus and academic area such as CRCD, CDE, etc. Otherwise, students have no idea why they can't register, or when they CAN.

\* Jan has not had a chance to work on this. She will try to have it ready for the next meeting.

. UAOnline Registration page inconsistencies – from a student

. When I change it to an "audit", I was to "submit changes" and then click on "complete registration".

There was no link that said "complete registration" on that page. I had to go to previous page and click on "registration/drop/add". It was not clear. Also, it said to click on "change course options: and the link was "Change Class options" – not a big deal, but not right.

. I will try to get a document to you on Wednesday morning concerning this problem.

\* Colleen will have this information ready for the next meeting as well.

. Sfr2aps problems (held over from last meeting)

\* Discussed as a part of the task request discussions above.

. Curriculum problems on SGASTDN – from Patrick Tilsworth and Patty Itchoak

\* We will need to fix bad curriculums on a case-by-case basis. The programming staff is going to run the conversion process in total again between February 27<sup>th</sup> and the next refresh of LRGP.

. Reorder campus descriptions – from Mary Gower

Please share a suggestion I received with the Reg team. On UAOnline "Look-Up Classes to Add", reorder the campuses to have the main campus first.

Example:

UAA - Main Campus

UAA - Kenai Peninsula Campus

UAA - Kodiak Campus

etc...

UAF - Main Campus

UAF - Bristol Bay Campus

etc...

UAS - Main Campus

etc...

\* UAA and UAF still need to get permission to change Main Campus to their respective city name campus.

. Positives/Challenges with this registration

\* Having UAF summer registration open has caused students to question by UAA does not have their summer registration open. Current schedule for summer and fall registration start dates is:

UAA	Summer available 4/10/06	Fall available 4/10/06
UAF	Summer available 2/20/06	Fall available 4/17/06
UAS	Summer available 4/3/06	Fall program students available 4/3/06 Fall non-program students available 4/17/06

Other items:

\* Popup box that was showing when the ssn entered existed on another record is no longer showing. Patrick will look into this as people are not noticing the message that is displaying in the Auto Hint line.

\* The confidential flag box does not always show for a student with the confidential flag turned on. There was some trouble replicating it. When this does occur it needs to be documented and sent to sdsit@email.alaska.edu.

Tabled items:

GTVSDAX parameters (explanation of the following at the end of this agenda – taken from [www.alaska.edu/as](http://www.alaska.edu/as) -> Banner -> Banner 6 Bookshelf -> General System-> GTVSDAX Handbook )  
WLTIMECON – Should waitlisted classes recognize time conflict errors? (New with 6.2)

Next Meeting: March 16, 2005 at 1:30 pm