

Registration Work Team Agenda
March 29, 2007

Group: Registration Work Team

Topic: Work Team Meeting

Date and time: March 29, 2007, 2:30

Place: Audio-conference number 1-800-893-8850
Conference 6384637

Attending: Diane (UAS), Cheryl (UAF), Jenny (Kodiak), Lora (UAA), Brigitte (UAF), Susan (UAF), Patrick (Statewide)

Old Items

Task Requests

1. Under discussion:
Bwckreg1: [Change Class Options](#)
SGR2STD (not yet posted to web)
2. Approved (not yet assigned):
Bwlk2ls1: [Faculty Class List adjustments](#)
SFR2APS: [Modify so simultaneous runs are not allowed](#)
SGR2MJR: [Performance issue review](#)
3. In Progress:
Workflow – [Student drops below full time status](#). Ready for testing soon.
[Registration Status Change](#). Ready for testing soon.
QADHOC [QMenu Section Status clone](#)
SFRSCHD: [Add comment lines](#)
SfR2SOL: [Add a Y/N parameter for student email address](#)
4. In Testing:
SFP2CAP: New alternate PIN reset process. Requested 5/18/06, release to users for testing 7/17/06. Brigitte will test.
SGR2EXP: [Expired Program Report](#). Requested by UAA 9/26/06.

Registration Schedules

- Summer 2007
Courses viewable on UAOnline 2/19/07
UAF – 2/19/07
UAS – 4/2/07
UAA – 4/9/07
- Fall 2007
Courses viewable on UAOnline 3/19/07
UAS – 4/2/07
UAF – 4/16/07
UAA – Athletes 4/6/07, open reg 4/9/07
- Spring 2008
Courses viewable on UAOnline 10/29/07

- Priority registration at all MAUs: 11/12/07 (CORRECTED)
- Fall 2008
 - Courses viewable on UAOnline 3/24/08
 - Priority registration at all MAUs: 4/07/08

New Items

1. Registration update

UAA: Getting ready for summer and fall 4/9. Bringing in additional staff for phone lines.

UAF: Start on 4/16. Reg forms by Monday for advising. Schedules due to arrive soon.

UAS: Start 4/2. First time a schedule hasn't been printed.

- ### 2. From EM Implementation team 3/28: Please verify document retention schedule, especially for "Registrar Documents". See the February 2005 draft, Draft Retention Schedule.xls. If printing, use legal size paper. This schedule was devised according to the AACRAO Records Retention Guide where possible. Is there a more current draft?

The MAUs differ in practice from the AACRAO Guide. For example, the Guide lists registrations/adds/drops with a one-year retention.

UAA holds on to reg forms indefinitely. Microfiche after one year.

UAF retains for 5 years.

UAS retains indefinitely.

Lora will review the retention schedule.

3. From Patrick Tilsworth, 3/29:

Does the Reg team have any business case for upgrading to version 7.3.1 or 7.3.2? The team may or may not have an opinion....but if you want any say in the matter mark April 5th as the deadline (BST meeting). Release guides can be found at the link below under 'student':

<http://www.alaska.edu/as/banner/docs/index.html>

Admissions team wants to go forward with both. Changes: Clearinghouse, Concurrent curricula (can set new default values for new curricula; updates are "non-destructive" to avoid data entry), miscellaneous items on SFAREGS (mostly navigational issues in 7.3.2). New APIs added, new tabs. Cheryl: recommends 7.3.2.

8.0 will be released next year and implemented 2009. There should be at least a couple more versions before 8.0. Target would be to move to PROD ~6/507.

Patrick: recommends if it's not obvious if there's a big benefit, remain noncommittal. Otherwise, we will need to establish a business case to approve or disapprove.

The work team will review the Release Guides in more depth and report by MAU to the listserv before the BST meeting on 5/5/07.

Other Items

None.

Next meeting: April 12, 2007 at 2:30