

Registration Work Team Minutes  
August 16, 2007

Group: Registration Work Team  
Topic: Work Team Meeting  
Time: 2:30  
Place: Audio-conference number 1-800-893-8850  
Conference 6384637

Attending: Brigitte (UAF), Carolyn, (UAA), Diane (UAS), Jenny (Kodiak), Ruth (CRCD)

**Task Requests**

1. Approved:
  - a. SCA2PRE: [Pre-Requisite Checking](#)
  - b. SFR2APS: [Modify so simultaneous runs are not allowed](#)
  
2. In Progress:
  - a. SGP2SPT: [Constraint error](#) (Patty)
  - b. SGR2MJR: [Performance review](#)
  
3. In Testing:
  - a. [Faculty Class List adjustments](#) (Colleen)  
  
Status on 7/30: instructor's name missing from heading info  
Status on 8/15: should be there now
  
  - b. SFP2CAP: [New alternate PIN reset process](#). Requested 5/18/6.  
  
Status: testing (should produce results now)
  
  - c. SGR2EXP: [Expired Program Report](#). Requested 9/26/06.  
  
Status: testing
  
  - d. Workflow - Registration Status Change: [Add DL and WA Reg Status Codes](#)  
  
Status: testing
  
4. Complete
  - a. QADHOC [QMenu Section Status clone](#) – move to PROD 8/17/7
  - b. Workflows  
[Student drops below full time status](#). – moved to PROD 7/20/7  
[Registration Status Change](#): change correcting email generation when updating with SFR2LST moved to PROD 8/3/7.
  - c. "Look up classes to add" option on UAOnline. - moved to PROD 7/27

**New Items**

1. Registration updates

- a. UAA: Running about 200 behind at this point last year. UAA's new registrar, John Allred, started yesterday.
- b. UAS: Down about 14% at the Juneau campus.
- c. CRCD: Registration is slow. Still ahead of last year. Half of their students tend to register late.

### **Old Items**

1. Face to Face agenda items – keep sending them to the listserv. Colleen is compiling them. Due to Mary Gower by tomorrow, 8/17/7.

We discussed the items Carolyn suggested. We agree that our primary focus at the F2F should be on understanding our practices in order to make informed decisions, and that training is secondary

Additional agenda items:

Correspondence and distance delivery registration (both year-long and semester-based)

SGAUSDF – student institutional reporting requirements by term. Can pull list of students depending on where course originates or other data elements specified in SGAUSDF with DataBrowser.

### **Other Items**

Next meeting: 8/30/7 at 2:30.