Registration Work Team Minutes
October 11, 2007

Attending: Sandy (MatSu), John, Carolyn (UAA), Diane (UAS), Jenny (Kodiak), Colleen and Brigitte (UAF), Patrick (SW)

Task Requests Status Review

1. Approved
    a. SFR2APS: [Modify so simultaneous runs are not allowed](#)
2. In Testing
    a. [Pre-Requisite Checking](#). Goal for implementation is Fall 2008.

    Updated at CSS meeting 10/11: implement by 11/3/08 for 200901.

    10/2: Available for testing.
    10/11 UAS: NPREQ on element 2 in SCADETL working as expected (tested with prereq and without, combined with NPREQ coding or without). SCAPREQ/SSAPREQ and CAPP areas working as expected (including test score prerequisites as codes on SOATEST). UAS approves NPREQ for element 2 in SCADETL go to PROD.

    b. SGR2MJR: [Performance review](#) . **MOVE TO PROD**

    9/27: testing shows that instead of 45 min it takes 45 sec, depending on the combination parameters that are used
    10/1: UAF approves move to PROD.
    10/11: UAS, UAA approve move to PROD.

    c. [Faculty Class List adjustments](#) **MOVE TO PROD**

    9/27: UAF, UAS approve move to PROD.
    10/11: UAA approves move to PROD

    d. SFP2CAP: [New alternate PIN reset process](#). UAF requested 5/18/06.

    6/1: UAA approves move to PROD.
    9/27: UAF will test.

    e. SGR2EXP: [Expired Program Report](#). **MOVE TO PROD**

    9/27: UAA approves move to PROD.
    10/11: UAS approves move to PROD.
    10/11: UAF approves move to PROD.

    f. Look Up Classes to Add
    10/3: minor adjustments under review by CSS Team (improved "Help Legend", per Feedback Report).

New Items

1. Tracking release of information requests.
   10/1 Sandy Gravely: The need to track requests was discussed at last year's F2F. Store in Banner or OnBase?
   10/2 Colleen: Store in OnBase
   10/2 Jan: Store in both. Create a flag in Banner, similar to Confidential.
   10/11: John: store in both Banner and OnBase. Sandy: need something more centralized. Patty is retrieving notes on a Banner solution. We would need an OnBase document type with RO_VIEW access. Diane will write a task request for the OnBase workteam.

2. SFAREGS hold error –

   Problem has been resolved.

3. Race/Ethnicity codes

   10/4 Isabelle, Statewide IR, BST: double ethnicity code are not in compliance with federal standards and can therefore only be reported as unknown, which may have an impact on UA minority status for the small campuses.

   10/5 Mike Earnest: **Do not use: AW, BW, IB, IW, NH, SI**. Please remove them from any paper forms you have, and remove them as an option from any online forms. If you have any questions please contact Isablle Tissier at Statewide Office of Institutional Research 450-8195.

   10/11 Diane: Should these be removed from STVETHN?

   Can't remove once associated to a record. Can't re-label as "Do Not Use", since reports would show label. Isabelle can tell us how many records have double ethnicity codes, but the most straight-forward way to prevent inappropriate data entry is to ensure the codes have been removed from forms.

4. Registration updates

   UAOnline will post classes view-only Monday, Oct. 29.

   UAA: fall 14106, credit hours 127,600. 200801 registration for athletes 11/9, degree seeking 11/12, non-degree seeking 11/19.
   UAF: no registration issues. Degree-seeking 11/19, non-degree seeking 11/26.
   UAS: no registration issues. Degree-seeking registration 11/12, non-degree seeking 11/26.

5. Other

   Common Matching Testing tomorrow, 10/12, at 10:30. Phone 800-893-8850, conference 2967587. Please encourage rural sites to get on.

Old Items

Face to Face

Agenda Colleen distributed 9/14 attached. Additional topics:
1. UAOnline
   a. Web grading - faculty request drop down grade definitions.
   b. Lookup Classes information – permit faculty to look up classes to add.
2. Manual Registration Add/Drop/Withdraw activity across campuses and MAUs
   a. Can one campus complete activity for another campus?
      - Under what circumstances
   b. How to obtain information for giving students accurate choices
      - the Add/Drop/Withdraw timeframes
      - contact number, fax or office
      - contact person(s)
   c. Build a contact list (internal vs. public)
3. Prerequisite checking discussion
4. OnBase topics
   a. Discuss need for an RO general doc type for reg info by term & campus: drop for non-payment report w/ actions, copy of printed schedule for term; copy of specific drop w/ deadlines spreadsheet.
   b. Alicia: Do we want to meet with the OnBase team? When? Jennifer, a Hyland representative will be available Thurs. No on Hyland rep, yes with workteam. Any time OB is free.
   c. UAF: needs some new forms.
5. Workflow priorities
6. Go over various registration status codes on SFARSTS
7. Admissions/Reg joint meeting: confidentiality flag, web reg for first-time students.

Next meeting: 11/08/07 at 2:30.