

## Registration Work Team Minutes

January 31, 2008

### Attending

UAA: John, Lora  
UAF: Brigitte, Colleen, Deanna  
UAS: Diane  
SW: Patrick  
CRCD: Ruth  
Kenai: Shelly

### Task Requests

1. Approved
  - a. [SFR2APS](#): Modify so simultaneous runs are not allowed
  - b. [Mandatory payment agreement on UAOnline](#) (Stuart Roberts, A/R)
  - c. [SFR2SQL](#) – add parameter for citizen filtering
  - d. [UAOnline Address Verification](#)
  - e. Workflow: Change in meeting pattern (days/times/building/room).
  - f. Add reg code DN to Change in Reg Status workflow
  - g. \* required steps to complete registration on UAOnline
2. In Testing

- a. [SGR2STN](#)
  - i. **UAS approves move to PROD**
  - ii. **UAA approves move to PROD**

More changes are expected, but approval sought now to move ahead with this version.

- b. [SFR2LGR](#): (Freshmen Progress Report) Student Campus parameter

Have to have midterm grades to get results. Student campus pulls from SGASTDN (degree campus). UAA and UAS don't post midterm grades, so we defer to UAF testing.

### New Items

1. Registration updates

UAA: smooth. New codes working good.  
UAF: Started classes last Thursday. Next Fri is end of 50%.  
UAS: As of Monday, HC 1952 (up 8.6), CH 13163 (up 3.5)  
CRCD: Started on 1/14. Had a lot of issues – people wanting to register and drop/add. Because schedule was so late, didn't really have a late registration period. Courses that have U sections are statewide courses. D sections, for CRCD only – but other MAUs are registering.
2. UAOnline Schedule Dates
  - a. Summer 2008 view only 2/1/8
  - b. Other term dates discussed by registrars today:  
**2008-09 Academic Year Dates**  
200802

View Feb 1  
Reg Feb 25  
200803  
View Mar 24  
Reg Apr 7  
200901  
View Oct 27  
Reg Nov 10

### **Future Registration Dates**

#### Spring Semester

View Last Monday in October  
Reg Second Monday in November

#### Summer

View First Monday in February  
Reg Last Monday in February

*This date, earlier than the Fall semester dates, was selected to accommodate the request from UAF for earlier course viewing and registration for Summer semester courses.*

#### Fall

View Fourth Monday in March  
Reg First Monday in April

3. Change text from “View Catalog Entry” to “View Detailed Course Description” under Detailed Class Information (Diane).
  - a. **UAS approves**
  - b. **UAF approves**
  - c.
4. Mid Term Grading – Class Standing (Colleen). **Please review task request.**
  - a. **UAS approves**
  - b. **UAA approves**
  - c. **UAF approves**
5. UAOnline updates
  - a. Edits to Faculty Services menu. Excerpt from F2F notes 10/26/07:
    - i. The problem with the existing Look Up Classes to Add option on the Faculty menu is that it navigates to the Student Services tab and forces faculty to navigate back, and the option under Student Services requires that the faculty member have a SGASTDN record (they may or may not have one).

Patrick has enabled a Faculty version of Lookup Classes to Add on UAOnline LRGP. Look at the second-to-last menu item on the Faculty Services Menu. You'll need to provide a term or date range, and the PIN of the “student” you're “advising”. Will this work for the faculty?

Colleen: shouldn't have to use student PIN. Also, should be called Lookup Classes to Add. Need search option only, not registration. Need to remove PIN.

Colleen submitted TR shortly after meeting on 1/31/8. **Please review Look Up Classes webpage for faculty TR.**

## Old Items

1. Add section numbers parameter to SFP2ICR and SFP2DCR (Insert/delete campus restrictions, respectively, on SSARRES).  
Can CRCD use campus restrictions to prevent other MAUs from registering into D sections?  
Originally built to restrict registration to UAA students only.  
We will defer to catalog/schedule team.
2. Add to SSI2AVL session, campus, options menu with SSASECT.  
Patrick: double-click through to SSASECT. Options menu more difficult.  
Would be nice if we could add SFR2LST to options menu; Patrick will look into. **Patrick will add session, campus, cross-list code, start & end dates.**
3. Name entry with suffixes.  
Still pending discussion at GFC?
4. Duplicate IDs – see procedural documentation from Jeanny Wharton 12/20/7.  
**Please prepare comments/suggestions for changes for next meeting.**
5. Add verbiage informing UAF students of mandatory placement (Colleen, email 1/9/8). **Colleen will give details to Patrick.**
6. Link to class/teacher/syllabi info on UAOnline  
No link is displayed with other syllabus information when the “Syllabus Available” link is selected (upon looking up classes to add and clicking on a CRN). **Can link be enabled?**
7. Tracking release of information requests.
  - i. **Patty will retrieve notes on a Banner solution.**
  - ii. TR to create a new document type, RO Directory Release under review by OnBase workteam

## Other Items

Next meeting: 2/14/8 at 2:30.