Registration Work Team Minutes
September 11, 2008

Attending
Diane, Barbara (UAS), Colleen, Brigitte, Tim (UAF), Robbie, Janet, Jane (Statewide),
Lora (UAA),.

New Items

1) Registration updates
   a) UAA: 13500 head count last Mon.
   b) UAF: everything going good. 6688 at last count
   c) UAS: +8% head count, +5% credit hours
2) SFR2ACT
   a) Charese (8/27):
   *…[T]he academic standing code shown in the right-hand column of SFR2ACT shows
   the student's academic standing as of the **beginning** of the selected term, rather
   than at the end of that term.*
   b) Janet (8/29):
   *SFR2ACT is a REGISTRATION report, meaning it was intended to be used during
   the semester and not as an end of term report. That explains why the beginning of
   term academic standing is used.*
   c) Sandy (8/29):
   *After grades are added, the grades and GPA refer to the end of the term. I can see
   how the beginning of term status is confusing in that context, especially since it
   follows the GPA. We do use this as an end of term report to check grades on
   cohorts of students (for instance, VA students that we have to report WD and I's on.)
   It would be helpful if it could show the end of term (beginning of next term) status so
   that we didn't have to cross reference with the probation report. How do other
   people feel? Does anyone else use this report for checking grades/status on
   students???*

   None of the main campuses use SFR2ACT as an end of term report. If we modified
   the report, we would need to include both end and beginning of term academic
   standing – to show whether it had been calculated or not. Does Sandy want to
   pursue this?

3) From Robbie (9/10):
   *Saichi wanted me to ask the group to discuss the options of developing a work flow
   or other process that would force a message to a student with the confidentiality flag
   set who also registers for a course. The email would remind them of the flag and the
   consequences of having elected this level of privacy and include much of the same
   information the letters described above contains.*

   I have some thoughts on this, but would love to hear some from the group.

   Students are getting a lot of emails at the time of registration. We think there are
   better mechanisms than workflow, and that all three of the following should be used:

a) Use a Banner process to send emails in a batch, such that students who have a confidentiality flag who have a flag. We could set up a process through App Works through a scheduler in a batch, similar to processes HR has done in the past. Programmers could write a script on a timer. Saichi would like the verbiage that should go in the email. Statewide website has some FERPA info; we could link to that.

b) Provide a reminder via UAOnline for students with a confidentiality flag, with a link to a page with info, right when they log in to the secure area. Lora will write the TR for UAOnline.

c) Place verbiage on MyUA.

4) From Lora (9/10):
We'd like to have a discussion again regarding registering for multiple sections online.
and John (9/11):
Turn off ability for student to register in multiple sections of the same course.
Justification: I recognize that there are a number of courses that allow students to be in multiple sections concurrently, however, this creates the larger problem where we have students registered for multiple sections of our high demand courses. It seems that the students who need to register for allowable duplicate sections are much fewer and we could easily provide an override in those limited cases.

It should be possible to turn off registration in multiple sections in general, while enabling registration in select courses that can be repeated (special topics, etc.) by using the three-character schedule type code.

UAA and UAS approve turning off the ability. UAF would like to consider the matter more.

5) From John (9/11):
Turn on override functionality in UAonline.

Justification: We are generating thousands of sheets of paper registration forms. If we turn on this functionality in UAOnline faculty would be able to provide overrides for students to get into their classes electronically, bypassing the paper system altogether and providing a higher level of security as I am certain that we receive a number of forged signatures each semester, catching very few of them.

Faculty would be able to override any type of hold. There may be "value-based security" available that we could look into for setting individualized access.

Once it's enabled, it's enabled for all MAUs. That's done via a flag set on SOATERM.

Enabling the functionality is problematic for UAS and UAF, because these MAUs manage waitlists up until classes start. It's not a problem if we enable the functionality after classes start, but we need to have common start dates. Although we agreed we

Old Items

1) Distance Course Registration notification workflow proposal.
   a) Recap: Create different email versions based on the MAU, campus and instructional method of the course. Possibly include text from SSATEXT into the body of the email.
   b) Reminder: submit what the emails should contain and any links to appropriate web pages for your MAU by campus & instructional method.

Task Requests

1) Approved

   a) SFR2APS: Modify so simultaneous runs are not allowed
   b) UAOnline Address Verification
   c) Faculty Lookup Classes Mod
   d) SFR2GRD – Missing Grade Report: include parameters and columns for Subject, Course number, Section, Course start date, Course end date. Include parameter for Department.
2) In testing
   a) Grade Mode Legend
      i) UAS approves move to PROD
      ii) Approvals/comments needed from UAA and UAF
   b) Info link for not permitted to register - For students not permitted to register, info text to consult course schedules or Registrar's office. The change is on this page.
   c) Concise Student Schedule. From Jim 8/20:
   This enhancement create a new webpage called "Concise Student Schedule". To locate it, navigate in UAOnline to the secured area/StudentServices.../Registration and look for the "Concise Student Schedule" near the bottom of the menu list.

   Please let me know as soon as possible if this can be implemented in PROD.
   d) Look Up Classes to Add help and legends- clarify help text and add legend explaining prefix letters in course numbers.

   UAA, UAF and UAS approve a move to Prod.

3) In Prod
   a) Class Standing for FacWeb pages

Other Items

Next meeting: 9/25/8 at 2:30.