

## **Academic History Work Team Minutes September 18, 2006**

Attendees: Mary G, Mary H, Diane, Pete, Patrick, Sandy, Patty, Lora, Cindy, and Debbie

### **Agenda Items:**

#### **SHATPOP:**

- Are the problems resolved?
  - Unofficial transcript is not pulling in current program on all students.
  - Patrick already has enough examples for researching.

#### **August Face2Face minutes and follow up:**

- Unofficial Transcripts
  - Programmer is preparing for LRGP—test w/7.3 stuff
  - Patrick will look to update us on what can & cannot be done before the next meeting.
- Work Force Credentials
  - Table until next meeting
- End of Term Processing (Cindy)
  - Academic actions
  - Dean's & Chancellor's Lists
    - UAA has not run academic actions, Dean's & Chancellor's yet.
  - Repeated course report
    - UAA very happy with the results. Selected topics—it is course repeating those when it should not. Has caught multiple repeated courses—better to run report & correct errors than do the manual 'excludes' as we have in the past.
- Expiration of programs (Patty)
  - Task Request—will not expire students but does identify for primary & secondary programs.
  - Doctoral: 10 years
  - Report can be run by pop select, degree or catalog term—provides departments with a lot of information, proactive!
- Web grading – SHRRPTS (Lora & Cindy)
  - UAA, already 30%-40% of summer faculty using with only 1 week notice.
  - UAA still has web grading turned on for summer.
  - Patty reports: Taylor University turns web grading off after 1 week then faculty must submit a 'change of grade' for all students missing grades.
  - Diane-UAS requires faculty to use web

- Sandy-Short sessions/when to roll? UAA-not sure yet when we want to run it.
- Name Change Form (Lora/Mary G.)
  - Lora will send draft to Mary G. tomorrow morning.
- Recording of NSE and Study Abroad
  - Table it for now.
- BST—Confidentiality
  - Mary H. will try to get out by Thursday, Sept. 21<sup>st</sup>.

New Items:

- NS Clearinghouse—student status @ each institution
  - Patrick is moving ahead on this

Next Meeting: October 2, 2006-2:30

- I will not be here

Tasks:

- Student Tracking—National Student Clearinghouse
- HC Addresses in Palmer—no longer valid
  - Do we hold?
  - Do we inactivate?