

## Minutes for Academic History team meeting, September 28, 2009

Attended by;

UAS: Peter, Barbara

UAA: Patty, Charese

UAF: Colleen, Brigitte,

SW: Jane,

Agenda.

1. Reviewed this request from 9/14/09 : On UAOnline under Student Records/View Status of Transcript Requests- for Date Ordered- the first option is none (need something different) here. Should also indicate that this includes all Official Transcripts by students; as well as unofficial ordered by UA departments.

After our last meeting on the 14<sup>th</sup>, we decided that we would investigate if there was a flag to mark which transcript requests showed on UAOnline (official/ unofficial/ all). There is no flag. The team has decided for a short term fix to add text stating that the following requests include all requests official and unofficial made by the students and the departments (exact text has not been finalized). After Banner 8 is in place team will submit work order to have UAOnline only show official transcript requests.

2. Review task request made my UAA to create a .Dat report to view new and old ethnicity and race codes.

The UA system had to develop and implement new codes for race and ethnicity however none of the current banner reports include the new codes. This is causing multiple issues in trying to retrieve this information form banner for reporting purposes.

Additionally new students do not have the old codes attached to their records making existing reports less accurate as there is the possibility that students are being left off the reports. This task request has been approved and sent to BST.