

Minutes for Academic History team meeting, October 24, 2011

Attended by;

UAS: Peter, Barbara, Jan

UAA: Patty

UAF: Libby, Shelly

SW:

Agenda.

1. Add a sort order to SFR2GRD, and that only Primary instructor be listed
Jan would like to add a couple parameters to the SFR2GRD, she would like to add a sort order and ask that the results only show the primary instructor. This would eliminate duplicate lines in the report. All the MAUs were ok with these changes. Jan will write a Task Request
2. Student ID number. Currently we do not send ID number to NSC as part of our file, this means only students with social security numbers may utilize our system. Passing an ID number would allow international students to use NSC as well.
When the UA system started to use the clearing house it was decided at that time to exclude international students. At that time we only used a couple services from the clearing house and none of the pertained to international students. All the MAUs are ok with adding the ID number to the clearing house. We need to check to make sure that the extract is not in some way excluding international students. Patty is writing the Task Request.
3. Withdrawal information. Currently we are only sending information regarding student enrollment status- 1/2 time, full time, etc. We do not include information regarding withdrawals. This means that every time a student withdraws from a course and falls into a different student enrollment status, the student shows up on the error report and then we need to inform NSC that they withdrew on "x" date. Sending WD information would reduce the error report and save unnecessary work on our end
We would like to change the report to include withdraws. Currently for UAS and UAA each month when the report is submitted each MAU gets hundreds of errors that must be manually changed and updated. Including withdrawal info would reduce this work. UAF does not submit the report as often as UAA and UAS and therefore do not experience the extra workload from the errors. All the MAUs are ok with this change. Patty will be writing the Task Request.