

Academic History Workteam

Meeting Minutes

Monday, April 9, 2012

1:30 PM – 2:00 PM

Present: Lora, Craig, Patty (UAA); Mike, Libby, Susan (UAF); Jennifer (Kodiak); Barbara, Peter, Shayla (UAS)

1. Task Request – OnBase request for **RO Request for Exception doc type (Lora)**

Clarify that the doc type will go into the ROP Registration workflow queue, and that it will have the PCI Compliant keyword. All approved; move to Document Imaging Workteam.

2. Testing update to **SHR2TRS (Patty) – see email from Russell 4/6/12**

This is in LRGP awaiting user testing; send to Caty and Craig. All at AH group agreed the request was a good one.

3. AVOW

- a. Students with no transcript (no academic history) – We all agreed, in principle, that we want students to be able to order directly through AVOW if they don't have the ability to order through UAOnline.
 - b. Concerns that need to be addressed:
 - i. Does the student end up with duplicate AVOW accounts, if they go through the nonsecure side of Avow and then later through UAOnline?
 - ii. Is someone verifying the consent form? Is there any way we can see it?
 - iii. For EAS: can we get the morning report to display the primary campus, so we can divide up the work accordingly?
 - iv. END USERS NEED TO TEST FUNCTIONALITY AT AVOW TEST SITE.
 - v. Need capability to flag accounts in Avow for those who have HOLDS in Banner.
 - vi. Longer term goal: some process that attempts to find a record in Banner by using Common Matching; if matched, feed record into SHA2TRO.
 - c. Upload documents to transcript requests
 - i. This is available to us now, all we have to do is turn it on.
 - d. Project page/shared Google doc to keep everyone up-to-date on status of project, requests, testing etc. Mike will work on this in his spare time.
- #### **4. How do you handle putting pre-Banner work onto your Banner transcripts?**

- a. UAS moves old community college coursework 1987 to present onto level US transcript UNLESS the student earned a degree at the community campus. In that case, they would leave the record on the cc transcript.
 - b. UAA doesn't move courses from one level to another, but DW script can look for any appropriate-level courses that begin with 'A'
 - c. UAF will be moving over community college coursework but also changing SQL so that other levels are pulled by DegreeWorks, as long as the course number starts with 'F.'
5. Peter: Student update of **DI address in UAOnline**
- a. TR approved/ should be quick for EAS, maybe even a toggle/ forward to BST
6. Lillian: **SHR9EGS** (Jane was going to find specs from 1999?)
- a. Did not discuss this as neither Lillian nor Jane was present.

Next week: REGISTRAR F2F in Fairbanks.

Next Academic History meeting: Monday, April 23, 1:30 PM.