

Academic History Workteam

Meeting Agenda

Tuesday January 29, 2013

2:00 PM – 3:00 PM

1-800-893-8850 PIN: 6384637

Present: **UAS: Mae** **UAF: Lillian, Libby, Kara** **UAA: Craig** **Kodiak: Jennifer**

1. Special characters in Banner *(Mae):

We ran into an issue yesterday afternoon from our IT about a Spanish accent applied to a student last name ñ in Banner. Having this special character in Banner affected ELMO verifier (photo was not available and all other student information, i.e. courses taken, DOB, etc). I replaced the ñ 'ene' to a normal letter 'n' and ELMO verifier immediately updated with the missing information. Just today, we received an error resolution report from the Student Clearinghouse reflecting the missing letter 'n' that had the special character on the report submitted to NSC yesterday morning. It was my understanding that we do not apply special characters into the student's names (umlauts and accents). The special character was applied by HR and is no longer an employee.

The issue is with HR putting on accents in Banner names. Students can also include accents in the web applications but those are cleaned up before being pushed into Banner. Will ask Mary about working with HR on not putting special characters in names in Banner.

2. AVOW testing update

UAF and UAS agreed to report on testing for next Academic History meeting. There was also an issue that Debbie Pepper at UAA was having pulling into LRGP. Jane and Nick had been talking with AVOW regarding the load not working with Banner LRGP but apparently AVOW process is working properly so it must be on our end. Will ask Jane about this issue.

3. New Business:

Mae out of office about February 20th.

SHADEGR and UAOnline: UAF includes records in SHADEGR to show previous times a student has applied for graduation and has been canceled or rolled. However, these records are also pulling into UAOnline and look odd on a student's record. Mae said UAS using the screen as well for tracking, UAA emailed later to say they do not track rolled or canceled information in the screen but instead keep it in an outside spreadsheet. We agreed this would be useful topic for the F2F for reviewing how this information is pulling into UAOnline for those campuses who have multiple records in Banner.

Next Academic History meeting: February 12, 2013

Lillian,

Please include in the minutes to have Shayla Sulser as the point of contact to post AVOW messages as needed while I am out of the office. Email

smsulser@uas.alaska.edu

Thank you,

Mae