Audio 5/22/13

Sarah M Pace <smpace@uaa.alaska.edu>   Wed, May 22, 2013 at 4:22 PM
To: "Caty Oehring (cloehring@alaska.edu)" <cloehring@alaska.edu>

Caty,
Following are the minutes from our meeting. Please let me know if you have any questions or concerns.

Thanks!
Sarah

Present

- **UAA:** Lindsey Chadwell, Shannon McClear, Sarah Pace

- **UAF:** Amy Simpson, Crystal Goula, Caty Oehring

- **UAS:** Trisha Lee, Barb Hegel, Pete Sommers, Deema Ferguson, Mae del Castillo

- **UA Statewide:** Mary Gower, Cindy Collins, John Osborne, Matt Chandler

TCCI Template Creation

- UAA's idea- We each create templates for our own MAU, then notify the others. Each can then see if it works for them and if so, check their own box to use it, or fix the template accordingly. Agreed that we will do this.

  - The TCCI group (a Google group) is the best place to send it so it hits all parts of the process that may need to know about template creation. This group is supposed to go away after the project ends, but it can be restructured so we can keep it. This will work for everyone.

- After our initial testing (and training) there is concern that different scanners may alter how well templates work among differing systems. John thinks that universal scanner settings may help this. This will need to be in place before we go live. His goal is to have this done by Friday.

- We will need to setup a schedule on who will be building templates, and when- as only one person can be in the template builder at a time. Proposal to break the day into thirds and assign each MAU a set block of time each day.

  - Figure for a two-hour block with the last hour for spill-over if it's needed.

  - UAS - 8-11am

  - UAA - 11am-2pm

  - UAF 2-5pm

Attendance Period Logic

- UAS is proposing moving to UAA's system of adding attendance periods for updated coursework on a transcript, as testing raised concerns for them in this area.

- Per Matt, session information is what drives this logic, so it is technically possible for both UAS and UAF to use the same logic that is being written for UAA on determining and creating a new period.

- Do these attendance periods show on the student's transcript? For UAA, it does not. Apparently this handled in a setting somewhere.

Naming Convention

- Should include the institution code at the end so we can identify duplicate institution names.

- The programmers think the name has an 80 character limit, so we'll likely need to standardize how we abbreviate these names. Suggestion to match the name to what's in SOASBGI.

- We should also figure out how to handle multiple transcript versions that will require their own template. A code at the end will work.

- Special characters (ampersands, apostrophes, etc) should be ok, but it may require a bit of testing.

- That would make it: tc_University of SOASBGI_TMP000_version

Where are we building templates- PROD or LRGP?

- There a pros and cons to doing it both ways, and approvals and imports will need to be considered if LRGP is used.

- Only the admins (John, Jamie and Derek) would be able to migrate the templates over, once they have proper approval to do so.

- UAS will not deviate from building in LRGP. Sounds like something we should test.

OnBase Lifecycle Timers

- How should they be set? Sounds like 5-minutes is a reasonable time, with Lora's approval.

- We will also need to be able to maintain the ability to fire them manually in order to test them, and because other departments use them. There is some question of which perm set is needed to be able to do this.

Next meeting

- TC Workteam Audio - June 5

- TCCI update meeting June 3 - this gives us time to test and give feedback to Hyland.

Created with Microsoft OneNote 2010
One place for all your notes and information