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UNIVERSITY  
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Addendum 24  
Office of the Vice President for  
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MEMORANDUM

Date: August 4, 2014

To: Dr. Ashok Roy, Vice President for Finance and Administration

From: Dr. Russ O'Hare, Chief Records Officer

RE: 2014 UA Identity Theft Prevention Program & Transcript Credit Evaluation Update  
**University of Alaska Identity Theft Prevention Program Red Flags Annual Report**

Board Policy mandates that once a year we have to report compliance under the UA Identity Theft Prevention Program (Red Flags).

This memorandum provides a summary of program information provided by representatives from UAA, UAF, and UAS.

- There were no reported instances of suspicious activities of covered accounts or incidents of identity theft.
- The campuses report the program procedures have strengthened the protection of the university's customer information.

Additional information and recommendations follow:

- Campuses recommend identifying job families where responsibilities would include access to and handling of personally identifiable information to take the identity theft prevention training.
- UAF recommends that identity theft training be offered as part of the mandatory training expected during the employee on-boarding process.
- UAS noted experiencing a small number of cases where the identity of individuals requesting student FERPA protected information could not be verified when challenge questions were posed. Information was not released.

**OnBase Transcript Credit Capture Solution Update**

We are pleased to inform that members of the UAF and UAS Registrar offices, in conjunction with the Records and Information office have completed development, training, and testing of the OnBase Transfer Credit Capture Integration solution. The solution automates the transcript review process by capturing and transferring transcript information electronically to Banner for credit articulation.

Previously the evaluations of student transcripts took a significant amount of time, now with the implementation of this solution the processing time will be greatly reduced. Initial testing showed that transcripts processing 60% faster using preconfigured templates in OnBase than the current manual data entry process for the same transcript.