

BST Audio – 1:30-3:00 pm  
October 11, 2001  
Sherman Carter Conference – 204

Present:	Statewide:	UAA:	UAS:	UAF:
	Saichi Oba	Patty Itchoak	Lori Exferd	Gail
	Alicia Wyse	Charese		Brigitta
	Dana Silva	PWSCC:		John Henry
	Janet Johnson	Susan Cully		Colleen Abrams
				Cheryl
				Becky
				Carolyn

Additions to the agenda:

- QadHoc to browser menu
- Information on tax forms
- Rural Site Training
- Pin resets (HR through the employee web)

### 1) Reports:

Course Schedule & Catalog: Nothing to report  
Registration & Add/Drop: Nothing to report  
Academic History: Nothing to report  
Admissions: Prospect Tool under consideration; UAF's 3<sup>rd</sup> party contract w/their vendor that took web request has ended; Raye Ann Robinson suggested an SCT client user to help implement Prospect; Saichi

suggested

EMASPlus: looking with in the system and bringing in a client user.  
The SW meeting was changed to Friday, October 12, 2001  
Fee Payment: The November 1<sup>st</sup> timeline will NOT be met due to problems with the bank. (They don't have merchant I.D.'s)  
Student Payment Gateway – PHASE I  
Bookstore, etc. – PHASE II  
CAPP: Nothing to report  
Security: Nothing to report  
Housing: Nothing to report  
Transfer: There is an audio set for next week.

### 2) Requests:

Patty & Lori approved Ann T's request

### 3) JJ:

1. **PROD** goes down at 5 PM on 10/11/01
2. **PREP** will be down starting Friday, 10/12/01 thru next Friday for Financial Aid upgrades
3. **TRNX** was down 10/11/01 but should be up by 10/12/01 or 10/15/01 at the latest.
4. Upgrade ready for validation to test on Monday morning:
  - JJ has a short list of volunteers to help test
  - Brigitta & Patty have already helped JJ to test
  - Need to test **KIOSK** after the system comes back up.
5. There are two reports changing as a result of the upgrade, see JJ for the report names.
6. Employee Web is coming live...10-22-01
7. Underlying database has changed in Oracle 8...let JJ know what you find...
8. Upgrade will be slower – PLEASE BE PATIENT!

9. **TRNX 5** will be in January.

**4) Other items:**

Charese had a question regarding Bookshelf/Online Help

- Files have been corrupted/activation won't take long.
- Mike Gardner is working on the project.
- Bookshelf is a Citrix issue.

Lori had a question regarding the need for an emergency military drop code.

- This code would be used to track students called to duty. (reason code)
- The General Emergency code gives 100% refunds now.
- Carolyn's list doesn't contain any...
- It was suggested to have three:
  1. A national/community emergency code
  2. A Military code
  3. A Personal Emergency code.

QadHoc & Qmenu: not as of time that is normal.

- Snapshot will be taken (standard)

**5) FYI:**

- Rural Sites Training is tentatively set for February 4<sup>th</sup>, 5<sup>th</sup> & 6<sup>th</sup>, or February 5<sup>th</sup>, 6<sup>th</sup> & 7<sup>th</sup> in Anchorage – unless there is a charge for the labs & rooms—if there is then the conf. it will be moved to Fairbanks.
- 3 months ahead on tax forms. Raye Ann Robinson plans on generating a list with fall students by October 18<sup>th</sup>.
- The Clone should be available by mid-January.
- Regarding the pin reset issue:
  1. 215 student employees have not logged on to change their pin numbers.
  2. It was suggested to supply notification to these employees to change the number if they are currently using their birthdate as the code.
    - It was suggested to do this by letter, listservs or newsletters.
    - Possible red flag on the log-in screen?
    - HR will give the new pin numbers.