

BST Minutes for Date: 10/04/07
1:30 pm-3:00 pm

Note-taker: Mike Earnest

Attendees: Alicia Wyse, Mike Earnest, Patrick Tilsworth, Isabelle Tissier, Janet Johnson (SW); Brigitte Mayes, Tamara Hornbuckle, Colleen Abrams, Crystal Goula (UAF); Barbara Hegel (UAS); John Allred, Lora Volden, Patty Itchoak (UAA); Jenny Myrick (KOC)

1) Reports

Course Schedule & Catalog – No report

Registration & Add/Drop – Met; New prerequisite checking in LRGP for testing; will address some items from Student Feedback Report at BSF2F

Academic History – Have met but nothing significant to report

Admissions – Discussion of differences among MAU's in creating SGASTDN record from Admit/Incomplete; this will be discussed further. MAU's are looking at whether or not to accept IELTS as well as TOEFL for non-native English speaking students. Have completed testing of recent changes to SAR2ADM report and moved to PROD. Next meeting October 8: will prioritize agenda items for BSF2F.

Recruitment – Didn't meet this week, but planning for F2F.

Fee Payment – No report

CAPP – No report

Security – No report

Housing – No report

Transfer – Link to student feedback now on Transfer credit resource site

Financial Aid –

Dates approved for 7.9 Financial Aid Upgrade:

NWSD	10/11/07
TEST	10/16/07
PREP/LRGP	10/18/07
PROD/TRNX	11/04/07

Financial Aid Directors are looking at a possible new "Satisfactory Academic Progress" policy that will more closely match academic standards. Should reduce the number of appeals. Will be presented to USEG meeting on 10/23.

Imaging – Contingent of 10 UA staff just returned from OTTC in Nashville. UAF staff will be "debriefing" on October 12. Note: ODBC connections can slow down retrieval at remote connections (anywhere away from the server); you may want to try thin client. Hyland reps will be visiting during BSF2F.

BPA/Workflow – John has sent out a list of Workflow projects that may be outdated. Please review and return any projects that need to be considered, with a paragraph of explanation.

Student Support Services – No report

MyUA (<http://www.alaska.edu/its/projects/MyUA/>) – No report

BCT –

Common Matching 11/1

General 7.5, Student 7.4 (Documentation on EAS website)

HR Freeze Extract 10/23

Electronic statements for students: November

ACH module being installed; no ETA

Vendor cleanup project

PFD Garnishment

EAS – 5 Vacant positions

Military (CTAM) – No report

Duplicate ID – No report

Clone – **Future date Jan 7, 2008**

2) Known system down time?

November 4 – Fin Aid Upgrade

[This Sunday 8-10 AM RPTS](#)

3) Patrick/JJ:

When testing Common Matching, there is no need to test batch processes, since these have already been using common matching rules. You should test creating individuals (GENERATE) in SPAIDEN.

We are currently on Student 7.32 (since June 3). Student 7.4 contains 7.32, 7.33 plus various fixes, but no significant new functionality.

Prepare for Spring Registration!!! **Viewable at UAOnline October 29.** Registration opens 11/12 at UAS and UAA, 11/19 for UAF. *(All three MAU's had previously agreed to open registration on the same date.)*

4) Mary G

- Banner password resets – today!
- Workteams – please discuss the workflows you'd like, supply paragraph describing them to the workflow team.
- SSN in alt ID field to sunset Oct 21
- BSF2F Oct 23 – 26
- Student PIA Oct 29 – Oct 31

5) Requests:

6) Other items?

Task Request

Patty/Stuart (Patty's email 9/27/2007 3:19 PM) – UAOnline Payment Modification

Patrick talked to Stuart about this. It will require a SIGNIFICANT amount of programming work. He will meet with Stuart and Cheryl to see if there is another way to meet the same objective (getting the students to pay their bills).

Patty (Email 10/1/2007 4:11 PM) – SFR2SOL Revision

Task request to amend the Solomon report to exclude non-citizens. Anyone with null citizenship will be left in the report.

Approved by all 3 MAU's.

Other Items

Barbara – presented the following confidentiality flag text

I understand that by placing a directory information hold (confidentiality flag) on my account that the following will likely occur:

1. I will not appear in the published university chancellor's and dean's lists, commencement program, and all other university publications.
2. I will not be eligible for enrollment and/or degree verifications, my attendance and/or degree will not be verified for insurance companies, scholarships, potential employers, etc.
3. I will be able to discuss my account **only** with UA staff **in person** showing photo ID (I will not be able to talk to anyone regarding my account via phone and/or email).

I still wish to place the directory information hold (confidentiality flag) on my account.

I understand that by revoking the directory information hold (confidentiality flag) from my account that the following will likely occur:

1. My directory information (see list below) can be released to Military Recruiting and Reserve Officer Training Corps (per Solomon Act requirements).
2. My directory information (see list below) can be released to the public by UA.
3. My directory information (see list below) can and may be released and printed in newspapers, publications, etc.
4. Any UA staff member will be able to discuss my account with me via phone and/or UA email assuming I correctly answer a series of questions which identify me.

I still wish to revoke the directory information hold (confidentiality flag) on my account.

The following information is designated as directory information and may be released to the public by UA:

1. Name of student
2. Dates of attendance at UA school
3. Program/Major field(s) of study
4. Degrees and certificates received including dates
5. Participation in officially recognized University activities
6. Academic and co-curricular awards, honors, and scholarships received and dates received.
7. Weight and height of students on athletic teams
8. Electronic mail addresses
9. Hometown: city and state

Discussion:

All three MAU's should already be enforcing the confidentiality flag the same way. (Meaning: if the student has a flag, and they call the University, staff cannot talk to them about anything, or even acknowledge that they have a record of any kind. This applies to all offices across the University and should already be in effect.

John Allred will be providing sample language to be used when students call.

Some wondered if this goes above and beyond the requirements of FERPA?

Barbara stated that the confidentiality flag, and the University's strict policy & adherence to it, was to protect students with extreme circumstances (stalkers, abusive spouses, etc.) who might be harmed if they can find out a student's location through the University.

David Bantz was concerned that students with the confidentiality flag would not be able to get assistance through the help desk – can they not call and get password resets, help with Blackboard accounts, email, etc if they have the flag? According to the Registrars, the flag means that the University cannot acknowledge a relationship exists between the University and the student.

David suggested (Mike and Isabelle agreed) that the language presented to the student should make it clear that it's not just their "account" that they won't be able to discuss with UA on the phone, but that they won't be able to conduct any university business such as get IT Help, etc.

Also suggested was a change from "Any UA staff member will be able to discuss my account with me..." to "Any authorized UA staff member...."

Reminder on :
Race/Ethnicity data entry

not being a Banner end user, I am not sure if some 'list of values' are pulling their data from the validation table stvethn, and then showing the double ethnicity codes as valid choice.

IB American Indian and Black

IW American Indian and White

AW Asian and White

BW Black and White

Those double ethnicity code are not in compliance with federal standards and can therefore only be reported as unknown, which may have an impact on UA minority status for the small campuses.

These following codes

NH Native Hawaiian/oth Pacific Is

SI Asian

are going to be aggregated to the former

PI Asian/Pacific Islander code.

About 25 students in the opening freeze have one of this codes.

To avoid increasing the number of students with double ethnicity code I suggest that the description of these code should be changed to 'invalid code! Do not use' in case they cannot be deleted.

Thanks

Isabelle

Do not use: AW, BW, IB, IW, NH, SI. Please remove them from any paper forms you have, and remove them as an option from any online forms. If you have any questions please contact Isabille Tissier at Statewide Office of Institutional Research 450-8195.