Catalog/Schedule Work Team Minutes for November 11, 2004

Group: Catalog/Schedule Work Team

Date: November 11, 2004 10:30 am – 12 noon

Attendees:
  Kodiak – Karen Hamer
  Mat-Su – Cheryl Page
  SW – Pat Tilsworth
  UAA - Linda Kay Davis, Mary Howard, Patty Itchoak, Kathleen Murphy, Kelly Poston
  UAF- Colleen Abrams, Mae Delcastillo
  UAS - Jan Crichton

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Agenda:
Task requests:
. Faculty Services – Syllabus Update
 . SCT has said that if only an instructor assigned to the class can update the section syllabus information then we
  must turn off the "Enter Section Identifier (CRN) Directly" option. It is available that way for department
  administrative personnel to update the information on the Web.
 . Presents us with 2 options:
 . 1) Turn off the link
 . 2) Change the function of the bwlksybs.p_fac_syllabus page so that only an instructor of the class can update the
  syllabus information.
 . Decision:
 . We will forward the current task request to make the long title a non-enterable field to the BST for next week's
  meeting.
 . We will ask the programmers to turn off the "Enter Section Identifier (CRN) Directly" option on the
  bwlkocrn.P_FacCrnSel page. NOTE: This will prevent instructors from looking at their class list if they are not
  listed as an instructor on Banner.
 . We will create a second task request with a lower priority to add the security to the bwlksybs.p_fac_syllabus page
  so that only an instructor of the section can update the syllabus information.
. SCA2YLB – SCASYLB clone without update capability of long title
 . Status – should be ready for testing in LRGP and PREP tomorrow.
. SSA2YLB – SSASYLB clone without update capability of long title
 . Status – should be ready for testing in LRGP and PREP tomorrow.

GTVINSM – Instructional Method Validation Table
 . The values discussed in today's meeting are included in the table below. Please review and if you have further
  suggestions, please email them. Once this table is finalized then we can decide on the appropriate usage of each
  of the codes.

Conversion from schedule type/accounting attendance method to schedule type/instructional method/accounting attendance method
. UAA had done quite a bit of work on looking at the conversion of accounting attendance method to instructional method and faxed each of the attending campuses 5 pages of their work papers. Thank you very much for sharing your efforts, Linda.
. All units will continue this review as well as looking at the combination of schedule type/accounting attendance method. Colleen will send a new spreadsheet with a summary of the course, accounting attendance method and schedule type.
. UAA may not be ready to convert to using this new field until Spring, 2006 as they have already sent the preliminary materials for the summer and fall 2005 schedules to the academic departments. UAS and UAF are wanting the use this for summer and fall of 2005 schedules. We will have to coordinate with SW Institutional Research on the usage of these fields – looking at how they currently use the accounting attendance method field and how the change to instructional method will affect them.