

## **Catalog/Schedule Work Team Minutes**

Friday, September 11, 2009 - 10:30am

Audio-conference number 1-800-893-8850, conference code 6384637

Attendees: John, Gianna, Linda, Sarah, Barbara, Mary, Saichi, Kim, Heidi, Barb, Shelly, Colleen, Bergita, Jan, Jeanny, Mae, and Tim

### **I. Task Request Priority Ranking by BST**

*No discussion*

### **II. Task Requests in Prod**

### **III. WF in Development**

*No discussion*

### **IV. CCS TRs in queue**

[http://bweb4lrgp.alaska.edu/banlrgp/owa/bwsk2rqs.P\\_DisplayRequests](http://bweb4lrgp.alaska.edu/banlrgp/owa/bwsk2rqs.P_DisplayRequests)

*No discussion*

### **V. BST Report**

- Banner 8 has been delayed until March 4 of 2010
- BSF2F will be February 9-12, 2010 in Anchorage.

### **VI. Old Business:**

### **VII. New Business: <see email attached at end of agenda>**

Animated discussion about distance courses and how they are coded. The highlights:

- recognized that there are different types of distance courses
- reiterated that section numbers were not a feasible mechanisms for standardizing to indicate a class is distance – too much customized usage by the different campuses
- Discussion of session codes – they are currently used to identify classes for the Distance Gateway and by Institutional Reporting for data collection. How to use it for both?
  - new session code was proposed to mark classes that are distance but should not be included in Distance Gateway. Initially proposed as “Z – Distance Teaching”
  - campuses still have to uncheck web flag to remove from web even if using new session code
  - Sarah to notify UA IR and MAUs IR of new code when/if it is implemented
- Discussion of the definition of distance. Is a distance class one that is 100% distance, or do hybrids count as distance, too? Still discussing answer.
- How to code to mark as distance in UAOnline and Distance Gateway –
  - SSATEXT – enter text notation to mark class? Some already do this. Issues with reporting and searchability with this method. Text notes show up on UAOnline (drilling down) and on Distance Gateway

- Instructional Method – is it clear enough? Do we need to add new codes? Are new codes sufficient? Some campuses say it is enough, others disagree. Where do hybrid classes fit into how we use instructional method?
- More session codes like A, B, C to help mark whether class is strictly distance and if it has any set meeting times. After additional discussion, decision was made to wait on implementing the new Z session code until we have more information about how we're going to proceed.
- Session code appears on UAOnline but currently only includes day, evening, weekend. Decision made to include all the missing codes except Outreach.

Plan to meet in 2 weeks instead of 10/8/09.

Questions for next time: What is a distance class to your campus? How do you code it? Are we coding to meet all students' needs and how could we do it better? Is a hybrid class (partially taught in person and partially using distance methods) a distance class and should it show up as such on UAOnline and the Distance Gateway.

Check out the Distance Gateway.

#### **VIII. Reminders:**

#### **IX. UAOnline View and Reg dates**

Spring 2010	View	Oct 26, 2009
	Reg	Nov 9, 2009
Summer 2010	View	Feb 1, 2010
	Reg	Feb 22, 2010
Fall 2010	View	Mar 22, 2010
	Reg	Apr 5, 2010

**Next scheduled CCS meeting: [September 24, 2009 - 10:30am](#)**