

## Catalog/Schedule Work Team Minutes

Thursday, March 11, 2010 - 10:30am

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

Sign up for the CCS mailing list at <http://lists.uaa.alaska.edu/mailman/listinfo/banner-ccs>

Attendees:

### UAA

Charese Gearhart-  
Dekreon  
Sarah Hill  
Gianna Ridgeway

### UAF

Colleen Abrams  
Anna Brumbelow  
**Statewide**  
Mary Gower  
**Matsu**  
Cheryl Page

### CDE

Christen Bouffard  
Heidi Olson  
Barbara Paskvan  
Kim Runnion

## I. Chair's Report

- A. Meeting of and Presentation at Distance Education Legislative Audit Parameters and Description Committee (yep, that's the full name)
- B. Instructional Method codes with explanations (attached)

## II. Banner 8 Outage.... And we're back!

Anything to report?

Secure Shell differences – If you use Secure Shell: When logging in for PROD reports, it may only take LRGP password and you may need to log out and wait about 20 minutes before the new PROD folder will appear. Many are finding that GJIREVO is working well for them and they don't need (or have access to) Secure Shell anymore. See your administrator for information on what your campus is doing.

## III. Old Business

Distance education and general coding discussion

Meeting Type: - not in dump for Distance Gateway

ARR	Arranged – No set days/times and is not WEB, VID, or AUD; meetings (can be face-to-face or distance) are arranged between instructor and student
AUD	Audio-conference – Uses phone system to host session. Section does not use eLive or other web-based delivery.
CLAS	Class – Face-to-face session with set days/times (default in Banner)
FLD	Field
LAB	Lab – Face-to-face laboratory session w/ set days/times
OFF	Off campus- sessions not offered in locations defined as main campus
REC	Recitation
SEM	Seminar
STU	Studio
VID	Video-conference
WEB	Web-based
WORK	Workplace

## IV. New Business - Future new business (from Matsu): Would like to look at credit prompt in meeting time block when times are not entered. Also would like to discuss contact hours.

**V. Adjourn**

**Next scheduled CCS meeting: March 25, 2010 at 10:30**