

## Catalog/Schedule Work Team Minutes

Thursday, October 7, 2010 - 10:30am

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

Attendees:

### UAA

Charese Gearhart-  
Dekreon  
Sarah Hill  
Gianna Ridgeway  
Michael Worth

### UAF

Anna Brumbelow  
Colleen Abrams-

### UAS

Jan Crichton  
Barb Hegel  
Jeanny Wharton

### Kenai

Shelly Blatchford

### Ketchikan

Brenda Hurley-

### Kodiak

Jennifer Pedersen

### Kodiak

Cheryl Page

### Sitka

Randy Nutting

### CDE

Barbara Paskavan

Kim Runnion

### Statewide

Mary Gower

## I. Chair's Report

The Customization Assessment Report for the changes to Banner has been signed with SunGard. The next step is a functional walkthrough which the committee started with SunGard yesterday.

I received this from Mary Gower. We've received a new timeline from SunGard and it is 2 weeks later than we'd planned. The planned date for LRGP was 11/1/10, but the SunGard date is 11/12/10. What are your thoughts?

*Sarah - we'd planned to have users be able to test this over 30 days so that we could have this in PROD by Dec 1st. Now we're looking at compressing that by two weeks. Is this still do-able? The big unknown, of course, is how accurate the programming will be in the version they deliver to us. If their 1.0 attempt at this is inadequate, then that causes delays...*

Realistically we'll see it more like 11/16/10 for the start of testing in LRGP, which would leave something more akin to 1 week for actual testing with the Thanksgiving Holiday. The group agrees that we'll do our best to accommodate the timeline, but acknowledge that it is not a lot of time.

Mary will need a testing plan by 10/22/10 to furnish to SunGard. They will use our testing plan before delivery to see if they can break it before we see it. Sarah will start and coordinate testing plan development and will send to Mary by deadline.

## II. Banner

- A. SSP2PTM – the new process is in LRGP for testing. Has been approved by UAA and UAF. As soon as UAS approves it can be moved to PROD. *UAS approved and SSP2PTM to be moved into PROD, but would like to have POT week issue addressed in the future.*
- B. Distance Gateway TR: Nothing to report
- C. TR for SSA2ADM work flow – Daniel has put fix into PROD. Let him know if you see any problems.
- D. Banner 8 allows duplicate section numbers when using the copy CRN feature in SSASECT. Waiting for update from Jane.

### III. Old Business

Talk about the Face-to-Face in Anchorage

- Any new dates to add to the list? Vote on dates:
  - January 24-25 (M-T) (suggested during meeting)
  - January 25-26 (T-W) best for all
  - January 26-27 (W-R) no for KO
  - January 27-28 (R-F) no for KO and UAS

January 25-26 is the date that works best for all on the call. We'll plan to start about 10:00 to give people coming in from other places a chance to get in. The end time on Wednesday will be planned similarly.

Will be looking at video conferencing or other methods to give access to people who can't make it in person.

- Can you be a contact for folks at extended site campuses who don't regularly participate in CCS meetings? Jan, Jeanny, and Barb H. from UAS; Anna and Colleen from UAF; and Sarah, Gianna, and Michael from UAA
- Who wants to be considered as part of the core group that will do some group testing and training before the F2F? After discussion, it is decided that any and all can participate in these sessions and that we won't have a core subgroup. The group testing will be while it is in PROD (at least one session), and then there will be additional sessions after it has been moved to PROD.

Sarah agrees to put DE report and materials links in minutes. In lieu of that, I have sent the materials out to the listserv again and will attach them to the minutes.

- Aside from the DE changes in Banner, what other business do we want to talk about at the F2F. <brainstorming>
  - Contact hours
  - Meeting types – Cheryl says that we need new code(s) to accommodate practicums and internships. Colleen confirms that adding new code is not a big deal. After brief discussion it is agreed that Cheryl will send a proposal to the listserv for us to discuss. This will not need to be part of the face-to-face agenda
  - Practice building sections together as examples of different scheduling scenarios.
  - Common questions
  - SFAMREG – its shortcomings and how to use it, including cancelling classes (Colleen?)
  - What shows up where on UAOnline
  - Similarities and differences in statewide coding. How to help students when they're taking classes from other campuses
- We need a subcommittee or task force to help plan this. If it isn't possible to put a group like that together from our admittedly small numbers (currently I have one volunteer), I propose using parts of our CCS meetings for the planning of this event. A subcommittee doesn't seem feasible, so Sarah proposes using CCS and a portion of our agenda each meeting to act as a committee and help plan the event. It is agreed to. Some of the areas to be planned:
  - Lodging

- Transportation
- Materials – Colleen will assist
- Leading sessions during the face-to-face
- Food
- Video conference room – Mary ask about
- Training manual – Sarah is working on now

**IV. New Business**

**V. Adjourn**

**Next scheduled CCS meeting: October 21, 2010 at 10:30**