



Banner Cross-Functional Team

Thursday, October 26, 2006

8:30 am, SUB Cataldo Room

Present: Sharon Jemes, Melissa Goodwin, Jennifer Minke, Jane Button, Leo Stephens, Nancy Krogh, Chris Menter

MINUTES

1. Items 1, 2 and 6 were put on hold for the next meeting as Financial Aid was unable to be present at the meeting.
2. Jane has been having some difficulty assessing fees correctly for the ALCP students and asked Chris if she could create a new registration code (RL) to use when these manual registrations are done. This would be similar to the RF code for Idaho Falls which works great. Sharon noted that as long as the code begins with R and is marked to include in section enrollment on the STVRSTS validation table there should be no effect on reports or processes. Chris and Jane will test in PPRD to make sure things work as expected and then move forward to PROD.
3. Chris noted that for the Spring 2007 semester, VandalWeb will remain open for online add and drop of P/T 3 classes through their first week in session (through March 23, 2007). Jane noted that she didn't think this availability would create any financial aid issues since the census date will still remain the tenth day of the semester, but it will allow students to make schedule changes easier later on. Nancy also mentioned that UCC will be looking at the entire registration schedule (Catalog regulation C) next week for a complete overhaul of deadlines for add, drop, and withdraw.
4. Jane will need to revisit this or speak directly with financial aid, but she is planning to change the 100% refund deadline to the tenth day as they have been making more exceptions than not this way now. She will work with Financial Aid to make sure the refund and pay-back issues are dealt with.
5. Chris handed out a sample of a parental consent/access request form that was received from a student for consideration of changing our current form, which requires the student's signature to be notarized. All agreed that there really isn't a need to have the notarization. Chris will proceed with drafting a UI version of the form to use and email to the group for review and input. It would be nice if we were all using the same form and sharing the information for consistency.
6. Sharon noted that a few small Banner 7 issues are being worked out, but users should contact their module leader if they have any specific concerns. Chris noted that although the old Dual Degree field still exists in Banner 7,

concurrent curricula allows for more than two entries so the current students who had dual degree data have been moved to priority 3 of the Curricula on SGASTDN. Unfortunately, the backfill process, reports, degree audit, and graduation don't look at priority 3 right now but it is easier for users to see and there is more detailed information about the degree program.

7. Sharon noted that Linda Sather will be joining the Registrar's Office on Monday as a new programmer. Linda has been working in the Registrar's Office at Oregon State University, a Banner school.
8. The group decided to forgo the November meeting due to the timing of this meeting. Also the January meeting will be cancelled due to it being schedule for the day after spring semester begins. The next regularly scheduled meeting is December 14, which we hope will suffice for a November-December-January meeting. Please send in agenda items.