Student Records User Group Meeting

September 21, 2006
1:00 p.m. - 4:00 p.m.

Meeting chaired by TMCC - Nancy Helsel
Minutes done by Virginia Moore

Attendees: Nancy Helsel (TMCC), Susan Enslen (SCS), Virginia Moore (UNR), Linda Heiss (NSHE), Scott Wiley (SCS), Rita Singleton (SCS), Katie Collins (UNLV), Cem Sunata (UNLV), Jessie Zurschmeide (UNLV), Angelina Copeland (UNLV), Karen Emptage (UNLV), Jonathan Blake (UNLV), John Bearce (CCSN), Cynthia Vaughn-Giles (GBC), Laura Smith (GBC), Phyllis Mason (WNCC), Eric Thornton (WNCC)

1. We are attempting to establish common definitions for our data warehouse of the visa codes used by the institutions. Need group input or approval.

   Linda Heiss - NSHE IR

   Not a request that we change the codes we are using - just for assistance in 'translating' our codes into a common list. Linda will send a draft of her crosswalk table to the SIS Users list for input/feedback.

2. Follow up on the addition of high school student ID #'s on the application and subsequently into SIS. It was on the last agenda and was discussed but not sure what we need to do to follow up on it.

   Linda Heiss - NSHE IR

   SCS will open a change request to modify the application for admission batch process in SIS to load the data to IDEN in SIS, and Linda will follow up with the Registrars regarding addition of the data element to the application for admission form. HS ID's are not a standard length, and may be duplicated across school districts, so a school district code (consistent with those used by the State Dept of Ed) will be attached as part of the number. Linda will follow up on that piece.

3. MISCELLANEOUS

   Here are the number of transactions completed on 8/25, 8/28 and 8/29

   8/25 - Friday before classes started - 2.9 million
   8/28 - First day of classes for all 7 institutions - 4.5 million
   8/29 - Second day of classes for all 7 institutions - 3.2 million

   The previous 'record' was 3.6 million with a maximum of 6 institutions starting on the same day

   Susan Enslen - SCS

   Capacity on Demand earned its keep on 8/28. January 2007 should be OK - institutions are starting on different dates, but CoD will be looked at for future terms when excessive demand is anticipated.
4. Extending SIS online hours and running batch processing while online is up. Think about the batch processes you currently run that
   a: you would like to be able to run during the day
   b: you absolutely don't want to run during the day

   Susan Enslen – SCS

   SCS has a new product, that has been in QA, that will allow batch jobs to run while the system is up. The hope is to reduce the amount of down-time each night to as little as 2 hours. A committee will be formed to determine which jobs can/ cannot be run during the day, while students are adding/ dropping classes. Think about who should serve on that committee, and about which jobs can be done during the day. Timeline for implementation will depend upon user involvement.

5. Real time credit card authorization - UNR piloted this in production starting the end of July. Other institutions will be encouraged to test and implement this feature.

   Susan Enslen – SCS

   UNR did 2,098 transactions on the last day to pay before classes started with no problems. This provides good service to students and is great for Student Accounts staff.

6. IPEDS Race and Ethnicity Reporting Changes - Fall 2009. John Bearce sent an email on 9/7 with the latest info.

   Susan Enslen–SCS  John Bearce - CCSN

   The pace of change is slow - so we should be moving on this soon. New ethnicity data will involve a “2-part question”, with a yes/ no to the first part and any combination of 6 choices for the second part. Susan asked Informs about this recently and they hadn't thought about it yet. Since it's a federal requirement, SCS work with Informs to have the modifications to SIS done by Informs. (Applications and Demographics) Susan will make sure that the issue is on Informs' radar - institutions should wait to see what they do.

7. Is there a way to only run USRAEVLB-AEVL (Academic Evaluation) for certain colleges or programs? Or, is there a way to add to the parms to exclude certain schools or programs? Example, Nursing courses or Singapore courses have semester end dates after the regular semester which would hinder us getting suspension letters out on time to students.

   Karen Emptage-Cem Sunata – UNLV

   UNLV wants additional parms available for certain jobs to allow exclusion for situations like grade sheets for classes with non-standard meeting dates. SCS needs to know what criteria to include on the parms (the criteria need to have some consistency and logic behind them).

8. Is there a possibility of adding a field like S1MS to the enrollment statfile to indicate whether a student is a Millennium Scholar?

   Karen Emptage - UNLV

   This can be done - would require a change. Need to know what triggers the flag - is the criteria millennium-eligibility, money disbursed, attendance at a given institution, other? UNLV will discuss further at their campus and bring it back.
9. UNLV sends enrollment, graduation & degree verification files to the National Student Clearinghouse but it does not include those students with the level D (for Dual). Is there a way to add this into the parameters of UFASSC1R so that we do not have to manually update approx 30 students each time we send a file.

Karen Emptage – UNLV

The program could be changed. Is one “D” parm card sufficient, or will multiple “D”s be needed to accommodate different credit ranges if the degree is grad versus grad/professional? UNLV will come up with details for the specs.

Additional Items:

1. Susan: the S1-SSN field in the statfile is a 9-character field. It’s fine when populated with a social security number, but when populated with a student ID the last character is missing. Just wanted to be sure that all are aware of this. If necessary to have the 10th character for this field, SCS could add it as a separate field on the statfile that could then be concatenated to the existing field (the SSN field size cannot be changed without impacting all previously generated statfiles).

Review of projects list – UNLV indicated the change 30125 – store core GPA and weighted GPA in SIS can be cancelled.

Request that testing of items in QA be finished and signed off by 10/9.

FYI - RUMOR - word has it that IF the Student Information System is the first part of the InTebrate implementation, then modifications to the current SIS will freeze in February (so the vendor doesn’t have to try to match a moving target, and so resources can be directed toward the conversion).