Members present: Carolyn Alexander, Rick Boyd, Tim Crimmins, Marilyn Crouch, Sue Fagan, Beth Farokhi, Jonette Gowan, Dan Hammond, Rebecca Harrison.

Approval of minutes
Approval of the June 21, 2001 and June 25, 2001 minutes was tabled until the next meeting.

The Monday, July 2, 2001 meeting is canceled. The next meeting will be Thursday, July 5, 2001. Monday meetings are being considered moving to Tuesdays. Carolyn will check with John() to see if the project plan status meetings could be changed to another day. If so, the Catalog and Schedule Focus Team meetings will be Tuesdays and Thursdays.

Tim Crimmins was introduced as part of the team leadership in an effort to begin cutting back on Dan's time with this team because of his many involvements in other teams. Dan will continue attending the team meetings as a resource to the team.

Input from Jonette
Jonette indicated the colleges need to let her know what the authorization codes in the master curriculum mean. There is no tracking in Banner and the issue has been placed on the back burner. Banner also has no permanent authorizations, but can take the authorization codes in the master curriculum and translate them to a restriction. For example, "D" for Dept in legacy could possibly be translated to a major restriction in Banner. In general, the colleges will enter the restrictions in Catalog.

Dan indicated Student Accounts had been in training this week and were building their tables and found a use for fee codes. Student Accounts has developed fee codes to calculate various fees based on defined parameters.

The team agreed to put a fee code on courses that are routinely held at locations out of the metro area either at catalog or at section. (The Alpharetta Center is considered a “Main” campus location for fee code purposes.) It is anticipated the use of the current paper work will continue to get new locations approved and an external code from the BOR. Locations will be loaded in the Building form by Location Management.

The issue of fee codes raised another issue of fee charges and the team felt further discussion in a different forum was warranted regarding the fee policy.

Catalog Application Forms
Feedback from Karen on questions from 6/21
Carolyn and Dan discussed and got answers from Karen for the issues raised at the June 21 meeting. On SCADETl, co-requisites are handled the same, as prerequisites and the switch for co-requisites should not be turned on for first year implementation.

There was further discussion of Teacher Ed and Academic Trackers in general. Beth wanted clarification on how trackers would be handled, as there no way had been determined for handling trackers in Banner. Jonette felt this discussion needed to be at Academic History/General Student and possibly could be translated in another way.
Carolyn advised Beth to address the College of Education registration restriction issues with Bill Fritz. Beth and Bill Andrews were assigned the task of looking at trackers and finding out how Banner could articulate, or other possibilities of dealing with trackers. Beth should discuss this issue with Karen. Beth and Bill A. will report on this issue at the July 9 meeting. Jonette will provide to the colleges a report, that identifies the trackers the colleges are using.

Karen recommends not using transfer institution; it is informational only and does not do any checking or anything functional. Each college can decide if they want to use.

Degree Attributes – still pending, Carolyn did not meet with Carletta or Tim to see if PACE would accommodate.

Jonette indicated Winnie was doing some research and initial findings might mean all (current and historical) master curriculum courses will need to be put in Banner.

Grade Modes – GMs can be multiple at Catalog, but only one choice can be used at Section, we think Faculty will see the one choice from Section on Faculty Web. However, if left blank at Section (with multiples at Catalog), we think Faculty will probably see ALL choices on Faculty Web.

Report on Catalog application forms
See Validation Table Status report (attached)

Schedule Tables
Progress reports from Schedule Tables assigned
Rebecca reported on lab and breakout issues. Other reports were tabled until the next meeting. Rebecca reported other schools had complex scenarios for handling linked courses and courses with multiple sessions under one CRN and had no problems with BOR reporting. At Catalog, all possible schedule types for the course must be entered in addition to the overall instruction type for the course. For example, for Chem 1151, you would need the following 4 items at SCACRSE:

1. lecture
2. lab
3. lab lecture

On SSASECT, there is one place to put the overall schedule type on the main section page. The other schedule types are functional and appear under meeting time.

The issue not answered for Schedule Type was how Schedule 25 handled multiple sections under one CRN. If one section were blank, would S25 assign that section. Jonette stated she would start building schedule and use one CRN for both lab and lab lecture. For breakout, she would use the same CRN, and the same schedule type as the mainline course.

Rebecca cautioned that other schools had run into problems using the linking feature where main courses and labs are tied together but have separate CRNs. If colleges chose to use this feature for lab functions, they need to pay careful attention to the distribution of credit hours and fees, and the gradability function by section.

Jonette asked the team to start thinking about cross-listed codes and how crosslisting will be done in Banner. She also asked the team to look at the courses with labs that are currently in CONV in SSASECT, Session for term 200208 and CRNs beginning with 80000. She advised that since Schedule 25 has been moved from post implementation of Schedule to pre-implementation, that she might not get back to loading data in Banner until she gets answers about Schedule 25.

Review of Schedule Tables assigned to Dan/Carolyn and Group Approval for Signoff Purposes - Please see Validation Table Status report (attached)
Review of Schedule Tables Initially Reviewed and Signed-off on for Catalog Purposes -
Tabled

At Thursday’s meeting (July 5) whoever is here will report on their assigned tables.

Sue questioned if GA Mods provided the values could she add something to it. Dan clarified for her table (level) codes could be added by any institution but would need to be translated for the BOR’s reports.

Rebecca stated she would be ready to report on Special Approval codes.