

EISE Project Meeting Notes
Eastern Illinois University

Team/Group: **DARS Process Team**

Date: May 4, 2007

Time: 1:30 pm

Place: 109 Old Main

NOTES

1. Web application for graduation

The following information was shared with Vicki Phillips, ITS, and Sue Harvey.

If a new Banner web application for graduation will be in place for Fall 2007, the auditors request the following changes:

- The form should be revised so that students cannot submit it unless it is completely filled out. Many current applications are submitted without containing all necessary information.
- Graduate students should not be allowed to apply to graduate if they are non-degree students. (Right now, undergraduate students in pre-programs cannot apply, and nor can students with fewer than 60 hours—unless they are athletes. Thus, there is precedence for this functionality, which currently is dictated by DMO code.)
- Undergraduates should be notified that their applications were received. (Graduate students already are notified, so long as they check their EIU email account.) An alternative to email notification is the creation of a link on Banner Self Service that would allow them to check their account to ensure their applications had been received.
- If students have majors that require a concentration, they should be required to select a concentration when they apply.
- A new report to replace D550500 will be needed.
- Otherwise, the current application/process could be replicated.

If the new application is not going to be in place by Fall 2007, the mainframe will have to be updated to include new DMOs (which in turn, appears to update the application itself). ***Note, however, that any new transfer students not in the mainframe will have to be entered there so that they may apply for graduation.***

2. Associate degrees and IAI GECC

- a. See the handout. Transfer courses will appear individually; a requirement called TDEGREE will record any degree/GECC completion.

3. Requirements for double degrees: What encoding is necessary?

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- a. Double degrees require 150 hours and so are different, but they do not require duplicate gen ed, residency, etc. I created a system condition code (d) for Barb to test, using it to “turn off” requirements that do not apply to double degrees. She will report back. Rodney demonstrated Banner’s potential for identifying double degrees in SGASTDN as primary/secondary or multiple priorities.
4. Audit appearance
 - a. Length of audit: They are getting longer and longer and longer-- any suggestions?? Be sure to “turn off” courses once requirements are met.
 - b. One-column or two? The preference is for courses to appear in a single column. COM.ONLY1CRS has been set to Y.
 - c. Order of audit: This is the basic order for each DPROG, including the text separators for gen ed and the major:
 - i. GRADAPPLY
 - ii. HSSUBREQS
 - iii. GE-TEXT
 - iv. GEN ED
 - v. MAJ-TEXT
 - vi. MAJOR
 - vii. \$MINOR
 - viii. TOTALHRS
 - ix. RES
 - x. FLGREQ
 - xi. EWPREQ
 - xii. ELECTIVE
 - xiii. TRANSCRIP
 - xiv. TDEGREE
 - xv. DEGREE
 - xvi. LEGEND
5. Convert table issues: Are there any still? No.
6. Coding for the interactive audit: What do we still need to do?
 - a. We reviewed the handout showing chart categories that must be assigned to the DPROGs in the “Report Category” fields. This list will be refined later if necessary.
7. ‘Audit only’ courses: How can we hide them in the ‘Select from’ list?
 - a. I revised the grade table to add count to the AU grade. This takes care of the problem without appearing to create any problems for regular AU-graded courses.

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- b. In general, you can hide courses by including them in the sub-requirement after the pseudo course. Such courses can satisfy requirements without the audit advertising that they do.
8. Minor residency: Can it be removed from the residency list? Yes!
9. Transfer course flags: How do we use them in our audits?
- a. To count transfer courses that do not equate to a specifically required EIU course, you can enter a wildcard course with the pertinent course flag in the sub-requirement. (See handout.) But you need to be sure this flag always brings in a course you know to be acceptable.
 - b. Auditors agreed to review the list to see what we can use. They would also like Records to consider consolidating flags so that they'll be more useful— one flag for gen ed Biology with lab, for instance. As it stands, “LAB” may not be a gen ed course, so it is not useful on its own.
10. Honors programs: How should we audit them?
- a. Ultimately, each auditor will build discrete, specific DPROGS for her honors programs. For now, however, we'll use a basic “HONORS” DPROG that will look for 12 hours of “h” courses and a 3.5 GPA.
11. Cross-walking old majors to new DPROGS
- a. I will be tying DPROGS to Banner majors. If the auditors need any unexpected linkages, as between current DPROGS and expired majors, they will let me know.
12. Special requests
- a. How can I keep Business courses out of the Advertising Minor GPA when the student is a business major and not allowed to count those business classes towards the minor GPA? (Perhaps this is something I will just have to manually adjust on the audit. Or could this be an exception code on the student's records when they apply for graduation?)
 - i. Because the course to be rejected varies by major, we could not think of a way to tackle this encoding issue.
 - b. In a similar problem as #4, regarding the MIS minor, if a student is a business major, she must take an additional course for this minor that non-business majors do not have to take. How do I set this up in DARS?
 - i. In this case, it is possible to set up an additional sub-requirement in the minor that includes this course but only “turns on” if a system condition code identifies the students as a business major. We assigned system condition code “B” to business majors.
 - c. Other?

Auditors raised concerns about the catalog year reported in SGASTDN. They would like access to/training in correcting these, so the burden doesn't all fall on Records/Registration staff. This issue was shared with Sue Harvey.

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13. Impact of interfacing on the current DARS test audits
- a. Some audits are viewable through Banner. (See handout of directions.)
 - b. Reports all as “What If?” audits.
 - c. Reports “Catalog Year,” not “Catalog,” and does so as “200790,” not “Fall 2007.”
 - d. No longer reports IP courses.
 - e. Condition codes assigned to reqs/sub-reqs are no longer working.
 - i. So EIU, JR/SR, SR, Major, Minor residency no longer work.
 - ii. But it appears that condition codes attached to courses are working (such as the C on the gen ed lang courses)
 - f. Markers are not working.
 - g. Legend key doesn’t print if you view the audit through Banner.

NB: As of 5-7-07, ITS stopped using the portion of the interface interfering with the COM table so that audits would work and testing could continue.

14. The disclaimer should be complete—it warns students that the current online audits are only good through Su 07.

NEXT MEETING:

To be scheduled as needed.

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Action Items

Item Identifier	Item Description	Owner	Target Completion Date	Status
1.	DARS Training	MHP, MH, BK	2-10-06	Completed as planned
2.	H40 Cleanup	MHP & Auditors	3-3-06	Completed as planned
3.	Academic Naming Conventions	MHP & Auditors	3-3-06	Completed as planned
4.	Degree Audit Completion Schedule	Auditors	3-20-06	Completed as planned
5.	DARS Training	Auditors	4-14-06	Completed as planned
6.	DARwin Installation	ITS	5-15-06	Completed August 2006
7.	Audit Building	MHP & Auditors	11-30-06; 1-31-07; 3-16-07; 6-15-07	Completed except for refinements determined to be needed as a result of testing (to begin once the interfaces are complete)
8.	Transfer Articulation	Records Staff	11-30-06; 1-31-07; 3-16-07; 6-15-07	Because of delays with the interfaces and bridge, the transfer work of Fall 2007 students will be evaluated in the mainframe for the time being. As of 4-30-07, ITS has completed mapping of articulation rules from the mainframe to DARS, and Records continues to review them for accuracy and completeness.
9.	DARS/Banner Interfaces	ITS	9-1-06; 1-31-07; 3-16-07; 6-15-07	As of 4-3-07, basic audit information is coming through the interface.