

PS89 Course Catalog Conversion Plan

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Summary

The Course Catalog is a piece of PeopleSoft functionality that stores information about the courses that are offered by Cornell University. This includes courses that will be taught during specific terms as well as courses that are simply offered as equivalents for transfer/test credit, and will never be taught. The Course Catalog is comprised of a group of related effective-dated records, not all of which will be used in conversion, either because the information does not exist to recreate them or (more likely) because Cornell does not plan to use them in the future.

The concept of a Course Catalog does not exist in the SIS system in the same way that it does in PS, so the courses that will be used in conversion of terms prior to GO LIVE TERM will have to be created based on historical enrollment data. Courses used for conversion of GO LIVE TERM enrollment will be created from the GO LIVE TERM Course Extract. Because of Cornell's need to have historical information appear on the PS transcript exactly as it did in SIS, separate courses will be created for each unique combination of Subject, Catalog Number, and Title. An alternative in PS would be to create a single course for each Subject/Catalog Number combination, with "Variable Title Course" (or some variation thereof) as the title, and put each title as a separate Topic for the course. However, this would appear on the transcript as "Variable Title Course," followed by the Topic. This does not match the historical transcript. **Note** that courses will be created for classes found in all semester types, including "dummy courses" for transfer and test credit.

The courses created during conversion will be used only for conversion data, and a new Effective Date of TBD with a status of "Inactive" will be added to them all during the conversion process. Since PS requires that courses be in an Active status on a term's start date in order to use them for classes in the term, this will mean that our conversion courses will be available for GO LIVE TERM conversion, but will not be available for any users attempting to schedule classes for the semester after the GO LIVE TERM. **Note** that even though the conversion courses will be inactive, they will still be available for selection in the Course Catalog component. This cannot be avoided without modifications to PS.

As noted in the Conversion Strategy document, Cornell staff will manually create the courses that will be used after GO LIVE TERM. This is standard practice in PS implementations, and is necessary in order to ensure that all variables are set according to Cornell's specifications, as opposed to the defaults that are used in conversion. As noted below, the reason for the majority of defaults is that the data does not exist in SIS to populate the PS fields.

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Assumptions

In addition to the Assumptions listed in the main Conversion Plan document, the following has been assumed in the creation of this document:

- Expected courses to be converted would be less than 350,000.
- Run query against PS_SUBJECT_TBL.ACAD_ORG prior to running conversion. Query should pull rows where ACAD_ORG contains blanks. Student Records team must review and apply any changes needed prior to running conversion.
- Only Lecture components will be created in terms prior to GO LIVE TERM – classes that also carried a Lab, Discussion, or other component historically will only be converted as a Lecture.

Input Data Files

COURSE_EXTRACT
STDT_COURSE_INFO

PS Staging Tables

COURSE_EXTRACT
STDT_COURSE_INFO

As we have some problems in Lock and Loading the PS_SUBJECT_TBL. Please make sure the table is Loaded prior to running this Conversion. Due to this problem DAN CLARK uses an insert statement to load this table.

Cleanup Utilities.

To revert or Rollback the process the Cleanup utility is located in the following location.

For SRCNV03

/CITFS\fileserver\projects\p2k\psoft 8\Student Records\Student Records Conversion\Conversion Programs\SRCNV Convert Legacy Data\Cleanup\SRCNV03 Cleanup.SQL

FOR SRCNV12

/CITFS\fileserver\projects\p2k\psoft 8\Student Records\Student Records Conversion\Conversion Programs\SRCNV Convert Legacy Data\Cleanup\SRCNV12,13,14 Cleanup.SQL

Tables into which data will be converted

This section will list the PS records into which data will be converted. A summary description of the data held in the record will be given, as well as a listing of all fields in the record and how they will be filled in, be it by converting data from SIS or through the use of a default. Unless indicated otherwise, the fields are listed in the order they appear in the PS record.

Courses will not be created for SIS rows having NULL in COURSE_COLLEGE, COURSE_DEPT, COURSE, COURSE_TITLE fields.

Also, Courses will not be created for SIS rows having Course Title as "NO COURSE ENROLLMENT."

CRSE_CATALOG:

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The CRSE_CATALOG is the parent record for all Course Catalog Data. It holds base information such as the Course Title, units of credit for which the course is offered, and whether the course can be repeated for credit. The fields in CRSE_CATALOG are as follows:

CRSE_ID (PS_CRSE_CATALOG) Key

Course ID: this is based on a counter in PS, incremented by 1 for each new Course. The counter is held in PS_INSTALLATION_SA.CRSE_ID_LAST, and the new CRSE_ID should be equal to CRSE_ID_LAST+1.

EFFDT (PS_CRSE_CATALOG) Key

Effective Date: the first Effective Date for a Course will be set to 1/1/1902. The inactivation Effective Date will be set to GO LIVE TERM End Date for the Historical Courses. Because of the way we are converting the title, units, and other fields, there should only be two Effective Dates for any Course.

EFF_STATUS (PS_CRSE_CATALOG)

Status as of Effective Date: the Effective Status for the initial Effective Dated row (1/1/1902) will be Active ('A'). The final date (GO LIVE TERM End date) will be Inactive ('I').

DESCR (PS_CRSE_CATALOG)

Short Course Title: COURSE_TITLE field from the SIS staging table STDT_COURSE_INFO / COURSE_EXTRACT (Note that although this is called "Short Course Title," it is 30 characters long.) Course Title will be set to 'No Title' for courses having no title from SIS. Some students in SIS have rows where they do not actually have enrollment - in some cases, COURSE_TITLE are all null, but in most, the title reads 'NO COURSE ENROLLMENT'. Courses should not be created for these rows.

EQUIV_CRSE_ID (PS_CRSE_CATALOG)

Equivalent Course Group: there is no way to identify Equivalent Course Groups during conversion. Set to blank.

CONSENT (PS_CRSE_CATALOG)

Type of Consent Required: permission numbers will not be used in conversion. Set to No Consent Required ('N').

ALLOW_MULT_ENROLL (PS_CRSE_CATALOG)

Allow Multiple Enroll in Term: since the goal of conversion is to ensure that students receive the same credit in PS that they had in SIS, this will be set to Yes ('Y') in case any students have taken multiple sections of the same course in the same semester.

UNITS_MINIMUM (PS_CRSE_CATALOG)

Minimum Units: in order to avoid errors during enrollment conversion, set to 0.

UNITS_MAXIMUM (PS_CRSE_CATALOG)

Maximum Units: in order to avoid errors during enrollment conversion, set to 999.

UNITS_ACAD_PROG (PS_CRSE_CATALOG)

Academic Progress Units: because the minimum and maximum units are not the same, set to the minimum, 0. The enrollment process will automatically set these units correctly on each student's record.

UNITS_FINAID_PROG (PS_CRSE_CATALOG)

Financial Aid Progress Units: because the minimum and maximum units are not the same, set to the minimum, 0. The enrollment process will automatically set these units correctly on each student's record.

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CRSE_REPEATABLE (PS_CRSE_CATALOG)

Repeatable for Credit: since the goal of conversion is to ensure that students receive the same credit in PS that they had in SIS, this will be set to Yes ('Y') in case any students have repeated the same course.

UNITS_REPEAT_LIMIT (PS_CRSE_CATALOG)

Total Units Allowed: since CRSE_REPEATABLE will be set to Yes, this should be set to the maximum, 999.

CRSE_REPEAT_LIMIT (PS_CRSE_CATALOG)

Total Completions Allowed: since CRSE_REPEATABLE will be set to Yes, this should be set to the maximum, 99.

GRADING_BASIS (PS_CRSE_CATALOG)

Grading Basis: set to 'CNV' for historic and current data.
(Xlate Table – Grade_Basis)

GRADE_ROSTER_PRINT (PS_CRSE_CATALOG)

Print Grade Roster By: as these courses will only be used for conversion, and therefore grade rosters will never be printed for them, the value in this field does not matter. Set this to Component ('C').
(Xlate Table – Grade_Roster Prin)

SSR_COMPONENT (PS_CRSE_CATALOG)

Graded Component: set this to Lecture ('LEC') for courses created for terms prior to GO LIVE TERM. For GO LIVE TERM courses, use the HDR_SECT_TYPE from SIS staging files
(Xlate Table – Ssr_Component)

SIS HDR_SECT_TYPE	PS Component
1	Lecture 'LEC'
2	Lab 'LAB'
3	Discussion 'DIS'
Other	Lecture 'LEC'

COURSE_TITLE_LONG (PS_CRSE_CATALOG)

Long Course Title: COURSE_TITLE from SIS

LST_MULT_TRM_CRS (PS_CRSE_CATALOG)

Last Course of a Multi-Term Sequence: this will be set to No ('N') on all Courses.

CRSE_CONTACT_HRS (PS_CRSE_CATALOG)

Course Contact Hours: this information does not exist in SIS, and no need has been identified to manufacture it. Set to 0.

RQMNT_DESIGNTN (PS_CRSE_CATALOG)

Requirement Designation: this information does not exist in SIS, and no need has been identified to manufacture it. Set to blank.

CRSE_COUNT (PS_CRSE_CATALOG)

Course Count: this information does not exist in SIS, and no need has been identified to manufacture it. Set to 1.

INSTRUCTOR_EDIT (PS_CRSE_CATALOG)

Instructor Edit: this allows students to choose from multiple instructors for a class. We will not be assigning instructors to any classes, so this field does not matter. Set to the default, No Instructor Choice ('N').

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(Xlate Table – Instructor_Edit)

FEES_EXIST (PS_CRSE_CATALOG)

Fees Exist Flag: we will not be calculating tuition retroactively, so there will be no fees. Set to No ('N')

COMPONENT_PRIMARY (PS_CRSE_CATALOG)

Primary Component: set this to Lecture ('LEC') for courses created for terms prior to GO LIVE TERM. For GO LIVE TERM courses, use the HDR_SECT_TYPE.

SIS HDR_SECT_TYPE	PS Component
1	Lecture 'LEC'
2	Lab 'LAB'
3	Discussion 'DIS'
Other	Lecture 'LEC'

ENRL_UN_LD_CLC_TYP (PS_CRSE_CATALOG)

Enrollment Unit Load Calc Type: this allows Cornell to limit a student's unit load for the term by Actual or Academic Progress Units. These units will be identical in conversion, so set it to the default, Actual Units ('1').

DESCRLONG (PS_CRSE_CATALOG)

Long Description: this information does not exist in SIS, and no need has been identified to manufacture it (it would be impossible to do so, in any case). Set to Null.

CRSE_OFFER:

The CRSE_OFFER is a child of CRSE_CATALOG, and a sibling of CRSE_COMPONENT. It holds further information on a course, mainly information on scheduling classes, such as the Subject and Catalog Number. The main function of creating multiple Offerings for a single Course is for cross-listing different Subject/Catalog Nbr combinations under the same Course. No Course should be in CRSE_CATALOG without having information in CRSE_OFFER. The fields in CRSE_OFFER are as follows:

CRSE_ID (PS_CRSE_OFFER) Key

Course ID: this key field will be created as described in CRSE_CATALOG.

EFFDT (PS_CRSE_OFFER) Key

Effective Date: this key field will be created as described in CRSE_CATALOG.

CRSE_OFFER_NBR (PS_CRSE_OFFER) Key

Course Offering Nbr: because we will be converting every Subject/Catalog Nbr/Title combination into a distinct Course, each Course will only have one Offering. Set to 1.

INSTITUTION (PS_CRSE_OFFER)

Institution: set to Cornell University ('CUNIV').

(Prompt Table = Institutional_Tbl)

ACAD_GROUP (PS_CRSE_OFFER)

Academic Group: COURSE_COLLEGE from SIS will be mapped to the Respective Acad Group in PS using CU_SA_MAPPING_TBL Mapping Table.

(Prompt Table = Acad_Group)

SUBJECT (PS_CRSE_OFFER)

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Subject: COURSE_DEPARTMENT from SIS will be mapped to respective Subject in PS using CU_SA_MAPPING_TBL Mapping Table.
(Prompt Table = Subject_Tbl)

CATALOG_NBR (PS_CRSE_OFFER)

Catalog Number: this will be derived from COURSE_NUMBER field in the Course Extract.

Course Catalog Number in PS: This field is 10 Character Long but PS enforces a restriction that the first 4 characters can be only digits and the last 6 can be alpha numeric. So we will be padding spaces to the course catalog no until the existing alpha character is moved to the 5th spaces in the field.

COURSE_APPROVED (PS_CRSE_OFFER)

Course Approved: in order to schedule classes from a Course, the Course must be approved. Set to Approved ('A').
(Xlate Table – Course_Approved)

CAMPUS (PS_CRSE_OFFER)

Campus: Only one Campus will be used in Conversion in PS. Set to MAIN.
(Prompt Table = Campus_Tbl)

SCHEDULE_PRINT (PS_CRSE_OFFER)

Print in Schedule: historical class schedules will not be printed, but we should set this to Yes ('Y') so that we do not eliminate the option of using this report for conversion data verification.

CATALOG_PRINT (PS_CRSE_OFFER)

Print in Schedule: historical class schedules will not be printed, but we should set this to Yes ('Y') so that we do not eliminate the option of using this report for conversion data verification.

SCHED_PRINT_INSTR (PS_CRSE_OFFER)

Print Instructor in Schedule: historical courses will not have instructors, so set this to the default, Yes ('Y').

ACAD_ORG (PS_CRSE_OFFER)

Academic Organization: this field exists in a PS setup table. Set to PS_SUBJECT_TBL.ACAD_ORG. All Subjects without an Academic Organization in PS would be updated with Academic Organization as 'CUNIV'

ACAD_CAREER (PS_CRSE_OFFER)

Academic Career: this will be derived from COURSE_COLLEGE.
(Prompt Table = Catlg_Car_Tbl)

Derivation of Course College		
SIS	=	PS
VM		VM
GM		GM
LA		LA
First Char 5,6,7,8,9		GR
All Others		UG

SPLIT_OWNER (PS_CRSE_OFFER)

Split Ownership: the information to fill this in does not exist in SIS, and no need to manufacture it has been identified. Set to the default, No ('N').

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SCHED_TERM_ROLL (PS_CRSE_OFFER)

Schedule Term Roll: since we do not want historical courses to be scheduled for future terms, either manually or via the Term Roll process, set this to No ('N').

RQRMNT_GROUP (PS_CRSE_OFFER)

Requirement Group: this code indicates the pre-/co-requisites for the course. Since this will not be used in conversion, set this to blank.

CIP_CODE (PS_CRSE_OFFER)

CIP Code: this information does not exist in SIS, and no need to manufacture it for conversion has been identified. Set to blank.

HEGIS_CODE (PS_CRSE_OFFER)

HEGIS Code: this information does not exist for Courses in SIS, and no need to manufacture it for conversion has been identified. Set to blank.

USE_BLIND_GRADING (PS_CRSE_OFFER)

Use Blind Grading: this allows for grading where the instructor does not actually know whose work they are grading, so set this to No ('N').

RCV_FROM_ITEM_TYPE (PS_CRSE_OFFER)

Receivables From Item Type: we will not be calculating tuition or distributing revenue retroactively, Set to No ('N').

GL_INTERFACE_REQ (PS_CRSE_OFFER) GL Interface Required: we will not be interfacing with the GL for historical courses, Set to No ('N').

SEL_GROUP (PS_CRSE_OFFER)

Tuition Group: we will not be calculating tuition retroactively, Set to blank.

SCHEDULE_COURSE (PS_CRSE_OFFER)

Allow Course to be Scheduled: this must be set to Y in order to schedule classes using this Course Offering. Although some courses entered into the Course Catalog will be for transfer/test credit conversion and will never be scheduled, it should be set to Yes ('Y') on all courses in order to avoid the possibility of creating duplicate Courses.

DYN_CLASS_DATA (PS_CRSE_OFFER)

Dynamic Class Data Rule: no historical Courses or Classes will use Dynamic Date Rules, so set this to blank.

OEE_IND (PS_CRSE_OFFER)

Allow OEE Enrollment: no historical Courses or Classes will use Open Entry/Open Exit functionality, so set this to No ('N').

OEE_DYN_DATE_RULE (PS_CRSE_OFFER)

OEE Dynamic Date Rule: no historical Courses or Classes will use Open Entry/Open Exit functionality, so set this to blank.

We will not be interfacing with the GL for historical or current courses, so there is no use for any of the remaining PS_CRSE_OFFER fields in historical courses. They should all be set to blank.

CRSE_COMPONENT:

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The CRSE_COMPONENT is a child of CRSE_CATALOG, and a sibling of CRSE_OFFER. It holds information on the component(s) of a Course, such as a Lecture or a Laboratory. In conversion, courses created for terms prior to GO LIVE TERM will only have a Lecture. GO LIVE TERM courses will have all components listed in the Course Extract. No Course should be in CRSE_CATALOG without having information in CRSE_COMPONENT. The fields in CRSE_COMPONENT are as follows:

CRSE_ID (PS_CRSE_COMPONENT) Key

Course ID: this key field will be created as described in CRSE_CATALOG.

EFFDT (PS_CRSE_COMPONENT) Key

Effective Date: this key field will be created as described in CRSE_CATALOG.

SSR_COMPONENT (PS_CRSE_COMPONENT) Key

Course Component: set this to Lecture ('LEC') for courses created for terms prior to GO LIVE TERM. For GO LIVE TERM courses, use each HDR_SECT_TYPE in the Course Extract from SIS for the course.

(Xlate Table – Ssr_Component)

OPTIONAL_SECTION (PS_CRSE_COMPONENT)

Optional Component: does not exist in SIS, and no need to manufacture it has been identified. Set to the default, No.

DEFAULT_SECT_SIZE (PS_CRSE_COMPONENT)

Default Section Size: since classes will not be scheduled using the Course Catalog, this number does not matter. Set it to the maximum, 999.

CONTACT_HOURS (PS_CRSE_COMPONENT)

Instructor Contact Hours: instructor workload will not be calculated, so this number does not matter. Set to 0.

FINAL_EXAM (PS_CRSE_COMPONENT)

Final Exam: since we will not be scheduling exams for historical Courses/Classes, set this to No ('N'). And for GO LIVE TERM if the HDR_SECT_TYPE and the SECT_TYPE from SIS for the College/Dept/Catalog/Title combination are same set this to 'Y' else 'N'

(Xlate Table – Final_Exam)

SIS HDR_SECT_TYPE	PS Component
1	Lecture 'LEC'
2	Lab 'LAB'
3	Discussion 'DIS'
Other	Lecture 'LEC'

EXAM_SEAT_SPACING (PS_CRSE_COMPONENT)

Exam Seat Spacing: since we will not be scheduling exams for courses/classes, set this to 1.

DYN_DT_INCLUDE (PS_CRSE_COMPONENT)

Include in Dynamic Date Calc: since no Courses/Classes will use Dynamic Dates, set this to No ('N').

AUTO_CREATE_CMPNT (PS_CRSE_COMPONENT)

Auto Create Component: since we will not be manually creating Classes from Courses, set this to No ('N').

ATTEND_GENERATE (PS_CRSE_COMPONENT)

Generate Class Mtg. Attendance: since we will not be generating attendance for Courses/Classes, set this to No ('N').

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WEEK_WORKLOAD_HRS (PS_CRSE_COMPONENT)

Workload Hours: since we will not be checking instructor workload in terms, set this to 0.

OEE_WORKLOAD_HRS (PS_CRSE_COMPONENT)

OEE Workload Hours: since we will not be checking instructor workload in terms, set this to 0.

LMS_FILE_TYPE (PS_CRSE_COMPONENT)

LMS File Type: since we will not be sending data to a Learning Management System for Courses/Classes, set this to blank.

Changes to Production data Needed before running Conversion

- Current production CRSE_ID's must be incremented via a one-time SQL update. There is a concern that with the delayed project implementation date that the converted crse_ids will exceed 250,000. This will impact the manually entered crse_ids."

Timeline

Mapping of SIS data to PS data
Programming –
Testing beginning in
Convert data in

Conversion programs

SRCNV03.sqr
SRCNV12.sqr

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Approvals

PS Developer Completed: __Bhanu Prakash Kambhampati_____ Date: __12/30/05__

Functional Approval: __Rosemary J Lang_____ Date: __01/06/2006__

Progress

Task	Name	Date Completed
Review PS Program and Update Specification	Bhanu Prakash Kambhampati	12/30/05
Received review comments/questions from Rosemary	Rosemary Lang	01/06/06
Made minor Changes after Conversion Sessions	Bhanuprakash Kambhampati	02/21/06