UNIVERSITY of HAWAIʻI®
SYSTEM

February 14, 2022

MEMORANDUM

TO: Vice Chancellors for Academic Affairs
Vice Chancellors for Student Affairs
Registrars
Systemwide Institutional Researchers
Melissa Tome, Banner Central
Mei Li Kinney, Banner Central
Gary Rodwell, STAR
Denise DeArment, Bursar
Schedulers

FROM: Pearl Iboshi
Director, Institutional Research, Analysis and Planning Office

Hae Okimoto
Associate Vice President for Student Affairs

SUBJECT: Request for Banner Reporting Changes

The Scheduler's group has requested that the following changes be made to Banner reporting:

o   Discontinue use of OS/OI Instructional Methods (change to "DO NOT USE")

o   Add OS (off-site) and OI (off-island) as attribute codes (SSADETL, Degree Attribute)

This change will allow students to easily identify classes that are being taught away from the home campus.

In addition, the ending of the use of OS/OI will clean up the list of Instructional method approved codes to include only those codes that are actually instructional methods. This change will improve reporting by allowing IRAPO to more clearly identify the instructional method of classes. Remaining instructional method codes will clearly identify modality: In-Person/Face-to-Face (Null, blank); Hybrid (HYB); Distance Completely Online (DCO); Distance Interactive Video (DIV); Distance Cable Television (DTV).

At the same time, OS/OI are currently used for assessing fees by some campuses. The addition of these codes as attributes will allow the campuses to correctly assess fees.

If there are no issues, this change will be effective in Spring 2023.

Bachman Hall 204
2444 Dole Street
Honolulu, Hawaiʻi 96822
Telephone: (808) 956-6897
Fax: (808) 956-5286
An Equal Opportunity/Affirmative Action Institution