



## STUDENT CONNECTIONS STEERING COMMITTEE PROPOSAL

**Process:** Student & Parent/Related Person Addresses

**Description of Recommendation:**

Students will have two different types of addresses in SLCM: a local address and a permanent address. The address may be identical or different for both types or a type may not exist at all. The local address will be considered the standard address (i.e. the default address for correspondence). Student addresses will be converted from legacy for all students except those with a status of 9 (office errors) and T (inactive status for dorm charges). Students will have the ability to change their addresses on-line. However, addresses will be date-delimited so the historical address information is not overwritten.

The students' cell phone numbers and providers, if given, will be stored in the address independent communication section on the standard address. The students' university generated email addresses will be stored in the independent communication section AND the dependent communication section on the standard address. This email address will be the official email address of the student.

Parent names and addresses will not be converted. Instead, current students will be required to provide their parent's name and address (or that of any related person) at initial sign-on to the portal. They will be able to add more than one related person and designate one as an emergency contact. Legacy parent data for graduated, withdrawn and dismissed students will not be converted to SLCM. UMMC will use the relationship types of parent, father, mother, spouse, husband, wife, and other.

**Pros Supporting the Recommendation:**

In the legacy system, there is one field that contains the parent name. This field is free text and, in some cases, contains two full names (i.e. RODNEY WELLS & PAULA THORNTON) with one address. In SLCM the parent name is divided into three fields, (first, middle and last). Since the data can not be easily parsed, it would be necessary to convert all the names into the last name field of SLCM. While this is doable, it would not present a good first impression to students who log into the portal for the first time. Having students enter the information would allow the Registrar's office to have updated current emergency contact information on each student.

**Cons Against the Recommendation:**

All existing parent information in legacy will be lost at conversion.

**Issues, Concerns, or Currently Unresolved Aspects of the Recommendation:**

A web user-interface will have to be designed for creating/changing related persons. Currently this functionality is not available.

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**For further information about this recommendation, contact:**

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