

## SR Roles and Descriptions

Revised: 4/22/2013

### General Academic Roles

These roles are generally provided to academic units on campus, and to administrative units with need for view or update access to student records. Both update and view only roles are available.

ACADEMIC SR ROLES	
<b>SR 22 Dean</b>	<u>View access</u> to student academic history including grades and GPA for all students in their college. <u>View access</u> to program and plan information for all students.
<b>SR 23 College Coord</b>	<u>Update access</u> to Enrollment Request and Class Permissions for college courses based on row level security. <u>View access</u> to grade and GPA information for all students in their college. <u>View access</u> to program and plan information for all students.
<b>SR 24 Chair</b>	<u>View access</u> to student academic history including grades and GPA for all students in their department. <u>View access</u> to program and plan information for all students.
<b>SR 25 Dept Coord</b>	<u>Update access</u> to Enrollment Request and Class Permissions for department (or multiple department) courses based on Academic Org row level security. <u>View access</u> to grade and GPA information for all students in their department. <u>View access</u> to program and plan information for all students.
<b>SR 26 Dept Coll Staff</b>	<u>View access</u> to student academic history including grades and GPA for all students in their college or department(s). <u>View access</u> to program and plan information for all students.
<b>SR 06 CM Instr Advisor</b>	<u>Update access</u> to add instructors and teaching assistants to the instructor/advisor table and authorize them to teach in subject areas and campuses.
<b>SR 07 CM Catalog View</b>	<u>View access</u> to Catalog data within Curriculum Management based on row level security.
<b>SR 08 CM Sched View</b>	<u>View access</u> to Schedule of Classes data within Curriculum Management based on row level security.
<b>SR 37 Grade Query</b>	<u>View Access to Grade Rosters</u> Allows view access to grade rosters, final and midterm (if applicable) based on Academic Org row level security.

<b>SR 41 Dept Coll Proofer</b>	<u>Update access</u> to Maintain Schedule of Classes, Schedule Class Meetings, Schedule New Course, Update Sections of a Class, Adjust Class Associations (limited). View access to Combined Sections, Facility Table. Based on Academic Org row level security.
<b>SR 42 Academic Scheduler</b>	<u>Update access</u> to Approve Sections component as well as Approve Section field within Maintain Schedule of Classes. View access to all scheduling components and facility table. Based on Academic Org row level security.
<b>SR 43 Reserve Capacity</b>	<u>Update access</u> to Reserve Capacity tab within Maintain Schedule of Classes, Schedule New Course, and Schedule Class Meetings. Required if Reserve Capacity is needed for classes within academic unit.
<b>SR 46 Dept College Approver</b>	<u>Update access</u> to Approved Section field on Maintain Schedule of Classes as well as to Approve Courses component within Schedule of Classes. View access to other Schedule of Classes components.

### Registrar and Related Office Roles

These roles are provided to staff within the Registrar's Office, Graduate School, Center for Advising and Career Development, Financial Aid, and other related offices with a need for update access to various functional areas within the Enterprise system.

<b>SR REGISTRAR ROLES</b>	
<b>SR 01 Lead User</b>	<u>Full update access</u> to student records components and setup tables within zsis. Reserved for functional lead and for those on student records team.
<b>SR 02 CM RO Staff</b>	<u>Full view access</u> to Curriculum Management components, view only.
<b>SR 03 CM Catalog Updater</b>	<u>Update access</u> to WSU Catalog as required for maintenance of catalog data.
<b>SR 04 CM Sched Updater</b>	<u>Full update access</u> to Schedule of Classes data to including Combined Sections and other related components.
<b>SR 05 CM Facility</b>	<u>Full update access</u> to Facility table and Building table for use with maintaining facility data in Campus Solutions.
<b>SR 09 Acad Structure</b>	<u>View access</u> to Academic Structure elements required by Registrar and other departments.
<b>SR 10 Technical</b>	<u>Update access</u> Student Record customizations and configurations.
<b>SR 11 Program Super</b>	<u>Update access</u> required by Program Support Supervisor in Registrar's Office in support of records, registration and academic calendar functions. Please see detail chart for more information.

<b>SR 12 Catalog Editor</b>	<u>Full update access</u> to WSU Catalog as required for maintenance of catalog data.
<b>SR 13 Security</b>	<u>Update access</u> to row level security within Setup SACR for SR functions.
<b>SR 14 Assist Registrar</b>	<u>Update access</u> to all areas of Student Records, including some configuration and structure elements. Intended for supervisors and/or Registrar officers. Please see detail chart for more information.
<b>SR 15 Program Coord</b>	<u>Update access</u> to enrollment, term activation, term withdrawal, program/plan stack. Intended for internal Registrar use. Please see detail chart for more information.
<b>SR 16 Registrar</b>	<u>View access</u> to most areas, including enrollment, program/plan, and degrees. Includes Degree auditing and grade change audit functions.
<b>SR 17 Program Assist</b>	<u>Update access</u> for staff in Registrar's Office, CACD, and related offices. Includes quick enroll and view access to most areas and transcript ordering. Please see detail chart for more information.
<b>SR 18 Enh Stdnt Worker</b>	<u>View access</u> to term activation, term withdrawal, student program, degrees and student schedule. Veterans reports.
<b>SR 19 Student Worker</b>	<u>View access</u> to term activation, term withdrawal, student program, degrees and student schedule.
<b>SR 20 VP and AVP</b>	<u>View access</u> to student academic history including academic standing, program/plan and degrees.

### SR Specialty Roles

These roles were created to provide specific functionality not available in existing roles for any office or department that requires it. Allows update or view access as noted.

<b>SR SPECIALITY ROLES</b>	
<b>SR 27 Program Plan Update</b>	<u>Update access</u> to page within Program Plan stack
<b>SR 28 Eng Plac Test Upd</b>	<u>Update access</u> to Test Results and ENGL Test Score Processing
<b>SR 29 Academic Standing</b>	<u>Update access</u> to Academic Standing within Term History
<b>SR 30 Transcript Type</b>	<u>Update access</u> to Transcript Type in Setup SACR
<b>SR 31 Student Milestone</b>	<u>Update access</u> to Student Milestones

<b>SR 32 Term Activate</b>	<u>Update access</u> to Term Activate a Student (Includes access to Study Agreement and TC Units Adjust)
<b>SR 33 Enrollment Summary Career</b>	<u>View access</u> to Enrollment Summaries by career
<b>SR 34 Student Groups</b>	<u>Update access</u> to Process Student Groups and Student Groups (individual)
<b>SR 35 Milestones</b>	<u>Update access</u> to create/modify Milestone templates
<b>SR 36 Student Program Correction</b>	<u>Correction access</u> to Program Plan stack (for use by Admissions)
<b>SR 39 Transcript Report View</b>	<u>View ability</u> to run individual transcripts (using Transcript Report row level security)
<b>SR FSA ATLAS</b>	<u>Update Access</u> to FSA ATLAS export process
<b>SR 45 Combined Sections</b>	<u>Update access</u> to Combined Section table within Curriculum Management