

Admission Work Team Audio Agenda

Date: May 28, 2003, Wednesday

Time: 1:00 pm - 2:00 pm

Outside Fairbanks 1-877-751-8040

In Fairbanks 474-8050

Pass code 471595

Attendees: Alicia (SW), Patty, Charese (UAA), Sandy (MSC), Becky, Libby, Lynn (UAF), Janet (SW), Peggy (UAA), Cheryl Plowman, Al, Colleen

1. ACT-SAT load info

We're able to load ACT/SAT into EMAS but EMAS cannot upload to Banner. Banner has load programs, just needs to be set up. Data comes via a tape load or electronic file load. Data could be loaded after every major testing date so would need a suspense process. Banner needs the test date and EMAS does not export the test date. Becky will get the data tape given to EMAS. Electronic process load is SRTLOAD, JJ will look into this and we'll revisit it next audio.

Added issue: Credit card processing. JJ's message. Cheryl Plowman's explanation of what we need to decide now.

FALL 2003 now set up in LRGP.

Now, how does the credit card get processed, what happens behind the scenes, how do we coordinate with B.O.

Need merchant number through cash management. Do they go through accounts receivable, no b/c student doesn't necessarily have an account. RayeAnne and Saichi have discussed this. Eventually the fee needs to get tied back to the student—Patty has contact with another school that has figured out a way to do that.

RayeAnne, do we need a new merchant number?

On SAAADMS, we can see "credit card" paid information after data is pushed through. On TSAMISC, you can enter the receipt number and the charge and detail code shows on the student account. Good news!

2. Security access to SAR2TBL

JJ put into admis supervisor security access in PREP. Put SAR2TBL as process. Enter parameters (look at task request for tips on parameters to use). Can print out the report.

3. Web4Adm Update--patch and previous name change rules (see work session minutes, attached)

Test this next week. Need to make sure it does what we want it to do. Submit web apps with previous names to make sure system suspends suspect matches. Play with the electronic applicant verify/load process (SARETMT). We will copy multiple types after this testing is done

4. Adding name change tag line to "Apply for Admission" page

Approved.

Sandy will send request to JJ, who will enter verbiage into PROD

5. SSN/SID

Not much to talk about until we complete testing with the patch applied. We are still not all comfortable with the matching process unless a SSN is given.

6. Thoughts on the reclone

Patty has sent JJ a list of forms for this. JJ has been entered new things into PROD as changes are made.

Web page lead in is looking good. Continue to send comments to Charese/Peggy. Next work session will be June 11, 2003 at UAA to be scheduled later.