

Admissions Work Team Audio Conference Meeting Minutes

Monday, November 8, 2004

10:00 AM

Phone number: 1-866-393-8073

Meeting Number: *2373049*, preceded and followed by the * key

1. Statewide's status page for task requests:
https://bweb4lrgp.alaska.edu/banlrgp/owa/bwsk2rqs.p_displayrequests
Get feedback to Saichi for priorities; to Patrick for content & layout. The consensus among the group was to have ONE web page for all task requests, and an indication of the status (completed/ready for testing, in process, in discussion, etc.)
2. SAR2ADM – date range request. Being worked on currently by Ian.
3. Web app – Patty's request regarding prior colleges. Still sitting there, not an immediate priority. Per Patrick, the high schools would have the same problem, so we might as well fix both at the same time. In the meantime, UAF will see about adding the more common international universities to the table to reduce the # of push errors on international applications.
4. SAR2TBL -- Team voted to increase priority to 4 (Now). Mike to email BSIS.
5. SAR2TBL – Layout, look of report. UAA's request for the report to have a Landscape option. Discussion:

All the desired changes may not be made at once, but we all agreed on some changes and the team will move forward with a task request.

A. Have a Landscape option for the report.

B. On the Q & A section, list the "Label" rather than the text of the question, and print the answer on the next line. This should fix some of the wrapping problems and make the application easier to read.

C. Remove the hard-coded page break after the "Previous Colleges" element. D. Have a full report/abbreviated report option – full report would include all prior colleges attended and may be multiple pages; the abbreviated report would fit on one page.

Mike will work on task request, with help from Patty. Reference Patty's sample reports previously emailed to team.

6. From Libby:
 - a. Would like to put email address on SAR2ADM, with an email address type & priority (1FGEN, 2FADM, etc.) Approved by team; Mike will submit task request to BST.
 - b. Adding email as an option to GLR2PS1 – you'd have a choice to run it with either phone numbers or email addresses. Will submit task request to BST. Other thoughts?
Already requested by Charese/Registration Team. Admissions Team supports increasing priority to 3 (High).

Next meeting will be Monday, December 6 @ 10:00 AM.