

Admissions Audio Agenda Meeting 3/12/07

1) **Unified Banner testing plan (continued)**

We decided on the following process for the unified Banner testing plan.

- A) Have a pre-testing meeting to discuss and review documentation for the upgrades. Use the known changes to determine what we want to watch for. And make a business case for the upgrade being moved to LRGP. (This meeting will be March 26.)
- B) Create two Web Apps.
 - 1) First-time student
 - 2) A previous UA student transferring to a different MAU.
- C) Process a paper app for an international student.
- D) Assign Decisions to all.
- E) At this point the process will be customized for the upgrades being made.

2) **Parents information** (SOAFOLK): are all campuses collecting this information for students under 24?

Only UAS is requiring this information

3) **On Base**:

- a) **AD Review**: When an application is complete for any campus, it pushes all campuses' applications to this queue (even if the other campuses have incomplete apps). Can we change this?

i) There has been issues with both the AD review and AD Ready to Review lifecycles. We assumed that this was due to OnBase not confirming receiving campus. This issue will be mention to the Imaging workteam.

b) **Document types:** Indexing teacher certificates and copies of passports. Do we need new AD document types or use “AD Unknown”?

i) We will discuss any new document types and/or clarify existing document types at the March 26th meeting.

c) **Duplicate transcripts:** There are some duplicate transcripts being scanned & indexed. Are we checking this? Example: ID #30928704.

i) Everyone will try to watch for these

d) **Scanning UA transcripts:** There are a few UA transcripts being scanned, are all campuses doing this?

i) Everyone will try to watch for these.

4) Web application: Students complain that there are too many steps required before they can even start filling out the online application (Apply now, New student, Create PIN, choose Campus, choose term). Any ideas?

Patrick is going to notify when we can test a streamlined method using existing student data that directs the student to the apply tab instead of making them navigate UAOnline