

Admissions Workteam Audio
Meeting Minutes
April 9, 2007

Present: Patty, Peggy, Cherese (UAA); Anne Marie (UAF); Mary, Mike, Patrick, Ivonne (Statewide), Barbara, Brian, Claudia (UAS).

1. **Coding First time freshmen and implications for Institutional Research:** There are numerous First time freshmen duplicate records in SAAADMS. Ivonne will send out a list of duplicate records to identify why they have been created and avoid these duplicates in the future (past records will not be modified). Team members will review the report and discuss it in our next Admission meeting.
2. **Creation of OE address:** The report SAR2ASR uses either the OE or PR information to determine if a student is within or outside AK. We will discuss this issue in our next meeting, when Libby is present.
3. **TR to have emergency contact printing on the SAR2TBL:** UAS approves the task request prepared by UAA. UAF will review it and send approval/comments by email.
4. **Unified testing plan for Banner upgrades:** Mary Gower approved the Business Case for implementation of Banner 7.3.1 and 7.3.2. We will have a special meeting, before we start testing, to discuss a more detailed plan.
5. **Web-Application – Push errors (Primary Telephone):** This error is similar to the email error. Team members will check notes to determine if this error is resolved with the upgrade (Self service).

* Next *Regular* Admissions audio to be held April 23 @ 10:00 AM.