

Admissions Work Team Minutes Monday 11/12/07

Attendees:

UAF-Caty, Lael, Libby
UAA-Peggy, Kelly
KPC-Shelly
UAS-Brian, Dema, Barbara
SW-

Agenda Items:

Review of F2F minutes

Barbara sent email to Saichi listing Admissions wants/needs. Mary/Saichi will review notes and submit to Dan Julius. (dq, reinstatement, grading system, one email acct, common calendar, common course numbers) many of these items were on the 'list' from the Student Services Council.

OEC-UAS and UAA will admit these students without HS documents to align with UAF's current procedure.

OEC's need to test academic holds what they can/will prevent.
Provide list of probation codes and do comparison for next meeting.

Discussion regarding students who are disqualified and would be required to complete 12 credits (if new dq policy is approved) but the OEC is only 12 or 15 credits. How to deal with these?

UAS beginning quick start conversations
UAF is also investigating this option

Transfer to RO process-manual process first time around then hope to become more automated Lael will send email to the Adm list with more detailed instructions on how the transfer process works Start with Spring 07. Suggestion to monitor this first process-noting questions or problems that come up the first time and create list of recommendations to improve the fall transfer.

*Review Lael's notes and ask for go ahead on Spring 2007 at next OnBase audio.

Libby will check with Yvonne as to whether the procedures on coding of F, T, C and R are ready to be incorporated into our procedures.

Also ask if any IR reporting is done on the transfer hours on soapcol. We may agree to use this field in our own way at each MAU.

Next BST ask about educational level and educational goal - Who uses this information? Is it mandatory for non-degree students as well?

Discussion regarding race/ethnicity codes (see Isabelle's emails of 10/26 and 11/7)

When will new codes be available in banner?

Need assistance with interpretation of the codes and how to enter on spapers - There are fields labeled ethnicity, new ethnicity and a new field called race. Need guidance on how information should be entered and which fields are to be used.

Need for hold Ad hoc button in the ADP Application processing queue (OnBase) Agreed it would be okay to bring this up at the next onbase audio. In the meantime, to enter hold in the adp application processing q- right click while in document and manually enter hold under status.

Update Adm Work Team Info-reminder to check your campus info (participants names, phone numbers and email) and let Mary know of any changes.

Accuplacer scores load via SRTLOAD needs testing? Tape load process is now available for accuplacer scores. Need to be tested in LRGP.

Next meeting will be Monday December 3 at 10:00