Attendees:
UAA-Al, Charese, Brian, Peggy
UAF-Caty, Lael and Libby, Colleen
UAS-Barb and Deema
SW-
Mat-su-Fran
Kodiak-Jenny

From Libby:
UA transcripts printed from Banner-recent discussion at the OnBase audio regarding scanning UA transcripts into OnBase-any issues?
Currently ask faculty to run these documents themselves*. UAF would like to add to their current business process-starting to send files electronically now-some faculty don't have access to run transcripts-would like to scan the transcript so whole file goes to the dept in workflow. Approved with some reservations-agreed to try for now and re-visit in a few months to see if issues arise as a result of this decision.UAF hoping to take 'baby' steps in the direction of having departments run their own transcripts.*

From Peggy:
Brian has tested the (auto populate UHST) process in LRGP and documented how he tested in the attached document. I would like to request the members of the Admission Team to also test this process and add a request to implement the change to the agenda for the March 3rd meeting. If you have a situation you are concerned about but don't have time to test let us know and we will run the scenario through LRGP and report back. This change would take less than 1 hour to implement and I believe it would make a significant improvement in our process.
Discussion regarding the high school code and possibility to expand this to college codes. Difficult to apply this to college codes as students may have more than one school and manual adjustment of the checklist would still be necessary. Agree to start with the high school codes for now. Brian will add to banner today. Please report to Peggy if there are any issues.

From Lael:
UAF would like to discuss our desire to create a new check list code for international English language test scores (TOEFL/IELTS). UAF recently added the International English Language Testing System as an alternative to the TOEFL.
Tabled checklist discussion to March 17th meeting-in the meantime, UAF will add the test codes to banner and the group will discuss how to apply to the checklist at the next meeting.

From Mary:
 International student residency issue-decision from USEG. (see attached document)
Discussion regarding the document from USEG-reminder to check GOAINTL for PR or PP status. Clock starts ticking based on the date of the INS Notice of Action form. Question of ending previous visa type on goaintl and beginning the PR or PP visa. GOAINTL procedures are attached to this email.

*Additional data entry guidelines can be found at: http://www.alaska.edu/hr/procedures/nra.xml.

Also, increasing the application fees will happen April 1st UAA, UAS, and July 1 for UAF. ***UAA/UAS will start applying this in April. UAF will begin in July. Notifications are being sent to students encouraging them to apply now and save money.***

Last note, my office will most likely be hiring Noel Levitz to repeat the High School Student Survey this summer; it was last done in 2002. If anyone is interested in seeing the results again from 2002, let me know.

Group would like to see the survey from 2002. Will ask Mary to send to the list.

Reminder from Patrick:
The Oracle database for PREP/LRGP that servers our Banner system was upgraded as of yesterday 02/18/2008 to version 10.

How does this affect you?
The upgrade is required for future upgrades of our Sungard Banner product.

Should you test anything?
You don't need to test anything in particular, however you should report any performance issues (if you notice it is taking longer to retrieve data after a query). I still need to review and apply some patches related to performance problems and expect those will be done on Wednesday, February 27.

I've applied patches in PREP/LRGP. There were a few patches related to WebforAdmissions that we won't be able to apply until we upgrade to version 7.4. My recommendation is for the Admissions team to test a few web applications to ensure performance is acceptable.

Production Schedule:
The production date is scheduled for March 27-28.

Additional discussion regarding matching process in web applications-in common matching-need to tweak number of letters in last name that we are matching on. Send problems/issues to the Admissions List for now. Additional meeting will happen in approx one month to discuss refining the rules. Question from Peggy-what to do when you have 200 or 300 suspects that are returned?

Next meeting Monday March 17th @ 10:00