

ADMISSIONS WORK TEAM AUDIO
MINUTES

Monday, July 27, 2009

Attendees:

UAA-Peggy, Patty, Charese

Kenai-Shelly

Kodiak-

Mat-su-Fran

UAF-Caty, Libby, Crystal G

UAS-Deema

SW-Mary, Jane

1. *New document types in OnBase-AD/RO NSE Contract, AD/RO NSE/ISE Application*
Retention schedule is as follows: AD and RO NSE/ISE should follow the same retention as AD and RO application (ug/gr). AD and RO NSE Contract should follow the same retention as AD and RO transfer credit equivalency worksheet.
2. *Student Task requests priorities*
SAR2FIX-change to stage 9
PFD Verification-change to stage 5 (completed)
Expire test scores-Still needed or revamp request? Libby will contact John Allred
Praxis Test Score loads-change to stage 5 (completed)
Primary Phone defect-Patty is checking on this
Track licensure recommendations-sent back to Education dept for further work (?)

New task request that Peggy is working on: Create OE-address at the time a SAAADMS is created
current process is to create an OE address at the point of SGASTDN being created
3. *PFD eligibility-students not showing as eligible when name submitted to PFD and name at UA differ, and other issues*
How is this working? Things to watch for: If student has changed name or has a hyphenated name the flag will not be checked. International students who rec'd PFD but are not eligible. WUE students and WRG students who may have rec'd the PFD but are not eligible for Resident tuition. When is this info updated? PFD office shuts down access Jan-Mar .
Jane will add an additional update to the schedule
Create a report to identify those who have residency of P or N and the PFD flag set to Y?
4. *Review codes from SOAHOLD and what they are used for*
Peggy will send a list of current holds-we'll discuss at the next meeting.
5. *SAR2NAR report-add parameter to 'create .dat file'*
Shelly would like the ,dat option added to this report-Peggy has suggestions as well. Libby will check with those who use this report for feedback, come back next time with suggestions and be ready to write the task request.
6. *Test Scores displayed on the web-update on SOAWDSP*
Jane updated the list of scores that are viewable on the web. Further discussion regarding the two year expiration of test scores, the differences at each campus and possible lining up of our policies. Tied to pre-req checking and causing problems with registration.
7. *Clearing house –who uses this to verify previous attendance? UAS uses this web site to check for previous attendance on each applicant. UAA checks this on some students.*

8. *Dual enrollment* Need to begin thinking about this, Will students be admitted under a special degree code or major? How will they be tracked? Pre admit or full admit? Conditional or clear? Begin discussions at next meeting.

NEXT MEETING MONDAY AUGUST 10 @ 10:00am