

## **ADMISSIONS WORK TEAM AUDIO**

*Monday, December 10, 2012*

*10:00 am*

CALL IN NUMBER 1 (800) 893-8850 PARTICIPANT PIN 6384637

### Attendees:

Kodiak - Jenny

UAA-Peggy, Caroline, Sharese

UAF-Kara,

UAS-Deema

SW-Mary, Jane

### AGENDA:

1. Task Request from Peggy-to eliminate the self-option from the emergency contact questions on the application or admission. We need to encourage students to fill out ER part correctly and get good information so we have a person to contact in case of emergency.  
Blackboard Connect (BBC) is used for contacting students and staff in case of emergency. Every 6 months a pop up in UAOnline requests students to update their emergency contact information. This type of emergency contact information is used for contacting the student if an emergency occurs on campus. Mary is not sure if these are tied together.  
Peggy will hold off on the task request until we get more information on what the ER information is being collected for and where it populates within Banner. Tabled for next meeting.
2. F2F topics- Mutual training that is topic specific (TOAD?) Jenny at Kodiak and would like to review the application processes and see if we are consistent amongst the MAU's. Peggy would like to review the top page of the application to see if changes need to be addressed.
3. Credential Evaluation Agency – MAU agreement? – Peggy has heard that we need to have an agreement on which agencies are approved but she has some concerns about only one agency being approved. I agreed that I like the mutual approved list but also am concerned about only one agency.
4. Next meeting scheduled for Jan 7 if anyone has issues that need to be addressed. Since it is the first day back after break it may be very busy.