

ADMISSIONS WORK TEAM AUDIO

Monday, February 9, 2015

10:00 am

CALL IN NUMBER 1 (800) 893-8850

PARTICIPANT PIN 6384637

Attendees:

UAA- Peggy, Cathy

Kenai- Julie

Kodiak-

Mat-su- Fran

UAF- Mary B., Jennifer

UAS- Deema

SW- Jane

Agenda:

1. From Cathy - Task request to move data from Anchorage School District transcripts into Banner automatically using On-Base advanced capture. *Jamie has tested at UA – to Emit team for discussion. ASD is the 1<sup>st</sup> district. Other high schools will be added 1 at a time. TR- 294, requesting EAS to pull file from OnBase into Banner (soahsch). UAF, UAA, UAS approve.*
2. From Cathy - Advance Capture Templates for Admissions Letters (see attached email from Cathy). *Additional testing/ corrections made to correct which campus the scan queue went into. TO DO: Make sure campus name is listed on admissions letters.*
3. SOA2COL – Testing in LRGP. Wednesday audio at 10a, using the same audio conference number. *Peggy will facilitate. TO DO: Before meeting, make sure you can get into LRGP (<https://banlrgrp.alaska.edu>).*
4. From Melody - SAR2ASR has been modified and migrated to LRGP for testing. As requested I removed the section for reporting Ethnicity counts. *Please test when you have a moment particularly UAA/UAF since they actively use the report.*
5. Matching Rules – review emails from Mary. Needed before scheduling special character conversion to run (TR 198). **Current matching rules** - *Campuses use the following matching source: AA\_GLOBAL\_2009 , though WEBA is the default. WEBA often produces numerous (more than 100) suspects. Team would like to tighten up the matching process so that special character cleanup will not result in duplicates AND the number of possible suspects is reduced to a reasonable number. Cathy will investigate with her team at UAA.*

Tabled for next meeting: Review ssn collection letter from Finance. Mary has asked for criteria to determine who gets the letter.

Next meeting: February 23, 2015 at 10am