Admissions Work Team Audio Conference
Monday, May 23, 2005
11:00 AM
Meeting Minutes

Present: Libby, Mike (UAF); Shontay (UAS); Fran (Mat-Su); Patrick (SW), Peggy, Patty (UAA); Shelly (Kenai)

1. "Choose a Campus" and Checkbox have been moved to PROD and seem to be working well. Mike will forward Ian's instructions for putting the checkbox into your web application. Note: it must be in an "Essay" element of the application. Peggy wondered if we needed to clarify the "Select an admission term" part of the web application. Since it won't let a student proceed without choosing a term, we decided not to request any changes at this time.

2. Peggy asked the group about expiring admissions for students who take too long to complete degree programs (e.g. 5 years for AA, 7 years for BA, etc.). UAA requires the student to reapply for admission if they "expire" and needs a way to track & notify these students. UAF does not require them to reapply, but the Graduation department will inform them of the catalog they can graduate under. We discussed requesting a new report that would identify students whose allotted time to finish a program has elapsed (comparing catalog term on SGASTDN). This report would have a .dat output so letters could be sent. Secondly, a process would be needed to change these students' SGASTDN to NODS/NDS and put a comment on SGASTDN as well. Patty will work on a draft for these two proposals. All agreed the report could be useful, whether we "expire" students or not. Patty will mention to the BST that we are working on this, as other groups (Registrar, FinAid) might be interested. An alternate way to move forward would be to start coding students with a cohort code, which could be retrieved by population selection and put into a report, identifying groups that are nearing the time limits of their degree programs.

3. UAA and UAS are interested in moving forward with Web for Prospect as a way to get upload of prospect information, as well as to assign ID's for the MyUA Portal for Prospects. UAF is interested as well, and Mike will be working with the group. Mat-Su and Kenai also expressed interest in working on this. Peggy will send information out to everyone; we scheduled an audio for Thursday 5/26 at 3:30 PM.

4. We asked Patrick for information on pushing MNAME from electronic applications into SPAIDEN via SARETMT and also to print out on SAR2TBL. He will check on this and report back to us.

Next Admissions Audio scheduled for June 6 @ 10:00 AM.