

Reg Team Minutes – September 9, 2010

Attendees –Sandy, Anita, Susan, Patty, Jenny, Diane, John, Colleen, Barbara

Old business: Waitlist – **on Jane’s list to do per Colleen. We would like to have it available to test prior to Spring 2011 registration.**

New Business: **Jane could we see where we are with this request. We would like this to move forward since the ethnicity, education level and emergency contact pop-ups have been implemented.**

Please check on the task request to update addresses on UAOnline:

http://bweb4lrgp.alaska.edu/banlrgp/owa/bwsk2rqs.P_DisplayRequestDetail?pRequestID=316.

UAOnline Address Verification

Request ID:	316	
Object(s):	UAOnline	
What to do:	Add a popup window immediately upon entering the Student Services, Financial Aid & Account Information menu that will be used to verify contact information for anyone with a SGASTDN record. (See attachments for more details)	
Reason for doing it:	As students increase their use of online services, they interact with registration staff less frequently. A consequence of this is that addresses and phone numbers are often incorrect in the system. Students move frequently and although they can currently update their contact information online, they do not always do so.	
Business Impact if this request is not performed:	Money and time is wasted mailing to wrong addresses. Faculty and staff are not able to contact students for enrollment, payment, and/or retention activities. Also, emergency contact information is often blank or incorrect. In light of an increasing emphasis on campus security, the lack of a valid emergency contact for each student is a security concern for the university.	
Suggested Priority:	3 = High	Suggested Completion Date:
Contact Information:		
Request Date:	01/16/2008	
Requested By:	Sandra Gravley	
Campus:	UAA - Main Campus	

Other items?

John’s last day is Sept. 22 – we wish him and his family safe travels. Many thanks to John for his many contributions to UA especially to the Reg team. We will miss you!!