

Registration Team Meeting –December 16, 2010

Attendees: Patty, Mary, Jane, Lora, Shirlee, Colleen, Susan, Jennifer, Shelly

Next meeting: January 27 at 2 pm

**Agenda:**

For our next meeting can we discuss the policy that allows students to register for 4 credits without being charged a non-resident surcharge? And how this applies when students register for more than 4 credits total in the UA system but less than 4 at each MAU.

From USEG (University Strategic Enrollment Group) meeting there was lengthy discussion regarding this issue. Ian ran quick stats that indicated only 63 non-resident students were taking classes across MAUs, but did not address the students within the MAU. Saichi was going to write up a report to business council on this issue. Mary will follow up with Saichi on the status.

**Additional items:**

Checking pre-requisite on UAonline (summary class list with pre-requisites) if a student is enrolled in the pre-requisite course it is not showing as meeting the pre-requisite. The batch report is correct appears to be correct SFR2PRC, SFR2PRS, SFR2PRE. Barbara will send a message to [SDSIT@alaska.edu](mailto:SDSIT@alaska.edu) asking to look into the issue.

Banner 8.4.1 – Would a June prod date be acceptable - seems to be ok with everyone.

Wait listing questions: What is the status- the email is working, but what should the email be? We have issues with emails being sent to all students on waitlists in Irgp – we will ask Jane to inactivate the emails and we will substitute - our emails to see if it is working properly.

**We will meet on January 27 to set up the testing criteria for the February 10 testing meeting. We will ask Jane to inactivate emails for that day.**

Jane mentioned faculty overrides and how the faculty could add a person that is not in the wait listing queue if a spot opens prior to the #1 wait listed person registers. We will look into the documentation and see if we could avoid that situation.

