

Reg Team Minutes  
June 16, 2011

Attendees: Lora Volden, Mae Delcastillo, Anita Hughes, Susan Culley, Colleen Abrams, Shirlee Willis-Hasslip, Shelly Blatchford, Sandy Gravely, and Jane Vohden

**SFP2RSG-** Mae, Colleen and Lora have all tested and agree to move to PROD. Lora will send Jane an email indicating such.

**Math prerequisite/test score error** – Discussed task request at last BST. Admissions and Registration need to get together to discuss this item in greater depth. Lora will follow up with Libby to see if we can set a time to meet.

**Waitlisting**

**Timers** are currently set at 1 hour for testing purposes. Discussed starting with 24 hours once we're ready to go live. We'll touch base about this again closer to that time and update the email notification appropriately.

**Email Notification** We like the letter. Colleen has already updated so that the "from" is "Waitlist Notification" with a "no reply" email. Want to add information regarding wait listing for a duplicate section. Colleen will work on some wording before our next meeting.

**Purge Process-** we need to find the purge process that will remove students from wait list after their time limit and go to next on list. Lora will work on this.

**Student Email** need to do testing to figure out what happens if student doesn't have preferred email or what email notification goes to.

**Other-** If we turn wait listing on for beta testing, all courses which already have wait listing built in for manual processes will be affected. Discussed how current manual process works. Discussed having a semester to advertise the new wait list feature to students and inform them that they will have 24 hours to get registered. Better not to start part way through registration. Also discussed need to look for 2 or more students getting same order number (this may have something to do with purge process).

**Testing-** some testing scenarios are included. Happy Testing! Please feel free to share results via listserv.

**Other items**

**Credit/No Credit-** discussed how campuses are handling credit/no credit.

**Jenny & Baby-** Jenny had her baby but we don't know what she had.

No meeting June 30<sup>th</sup>; next meeting will be July 14<sup>th</sup> at 2 p.m.

Thanks everyone!