Reg Team Minutes
July 28, 2011

Attendees: Lora Volden, Mae Delcastillo, Anita Hughes, Colleen Abrams, Mary Gower, and Shelly Blatchford

Waitlisting
Email Notification Colleen rewrote and sent out, please review for final approval.
Purge Process- Need to run purge process prior to beginning waitlisting (sfp9ait) and then as a system run SFRBLWP to move people through waitlist. This can be done as a whole group. Jane removed the printer parameter so it won't continually print the waitlist status.
Reinstate- seems to be a strange drop down box which states "reinstate" for some students when their turn comes up on waitlist. From Lora's testing seems related to those who waitlist in the same class after missing their first option.
Testing- Please keep testing!
Despite our best interests, it does not appear that we will be able to make enough progress to utilize this by fall. We will add to our list for face to face and hopefully be able to commit time to making it work.

CTAM Load
There may be an issue with our current extract and where it is pulling class meeting information from now that we are coding things differently in Banner (due to Distance Ed). Anita checked with UAF and they are seeing same thing. Mae indicated that their error log is small. I'll follow up with Jane to determine next steps.

Face to Face
Please send any items for face to face to me as you think of them.
Currently:
- Waitlisting
- Term Set up rules for spring registration
- SOAHOLD review

Other items
Registration Rubric- All agreed to always start registration for fall term on the 1st Monday of April. UAOnline will be viewable 2 weeks earlier. Will bring to BST.

Task Request- Mae submitted a task request in April to change format of schedule bill. It is missing from Jane's task request list. Mary will check to see if it was approved by BST, otherwise we will bring to BST for approval.

We won't meet in two weeks, our next meeting will be August 25th at 2 p.m.

Thanks everyone!