

Reg Team Audio  
October 20, 2011- 2 p.m.

Attendees: Colleen, Jenny, Shelly, Mae, Sandy, Barbara, Patty, Susan, Pete, Pat, Maryjean, and Lora

Agenda Items:

Welcome Maryjean Rose- Introduction of Maryjean Rose from UAA. Maryjean has joined the staff as the new Registration Specialist.

Deceased Student Procedures- Patty Itchoak brought forward a request from the Admissions Team for us to consider reviewing our current campus procedures for deceased students to see if we could create standard procedures across the MAUs. Admissions would also like to add a procedure related to admissions.

Lora will work to mesh the current procedures into one standard and send out to team to review and comment via email over the next two weeks. We will revisit at our next meeting.

Testing of Mandatory Fee Payment & Bookstore Links- These buttons are in LRGP and awaiting testing. Please test and send feedback to Russ.

Waitlisting- Decision made to do a "soft" launch in Summer 2012 to ensure time for transition from manual to automated. Continue to test in LRGP and be ready to go live in February.

Expiration of Test Scores-

1. Discussed how often to expire test scores. This must be done daily once registration opens.
2. Discussed how to handle multiple open terms. Decided we will default to fall.
3. Discussed what expiration date to use. Will use a day close to the first class day of the term.
4. Lora will forward tentative plan to Jane to load into LRGP for testing. We will work out specific details later.
5. The description for expired test score codes needs to be altered to expforreg. Lora will do this.

Guest Speaker- Pat Borjon- Pat is working with UAA Policy Advisory Committee to provide more proactive information to students regarding total course costs prior to registration. This is in response to the HEOA. Pat is proposing the addition of a hyperlink to all CRNS in UAOnline under the course detailed schedule. He has done an example in LRGP for CRN 78885 (Matsu Accounting). He wanted to see if other campuses were interested and to get feedback on a possible task request. All campuses liked what Pat had done and suggested moving the link closer to other fee information, as well as, creating a separate pop up box. Pat will write a task request which we will support.

SFAMASS- We are still waiting for Jane to get back to us regarding the ability to bring SFAMASS back. Lora will follow up with Jane.

Next Meeting- November 3<sup>rd</sup> at 2 p.m.

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