

**EISE Project Meeting Notes
Eastern Illinois University**

Team/Group: Student Process Team

Date: February 14

Time: 10:00am

Place: Martinsville Room

Attendees: Linda Coffey, Amy Edwards, Sue Harvey, Brenda Major, Kimberlie Moock,
Vicki Phillips, Rodney Ranes, Thom Strohecker, Nackil Sung, Bonnie Wilson

Note Author: Judy Kopp

Agenda and discussion items

Common Matching:

The group discussed common matching and made the following recommendations when building general person:

Last Name – Required – 5 characters

First Name – Required – 3 characters

SSN – Exists – 9 digits

BD Day – Exists – 2 digits

BD Month – Exists – 2 digits

BY Year – Exists – 4 digits

SPT proposes doing our own tape loads, ACT, SAT, etc.

Will pretty much follow the rules on ACT table.

Valid SS# on tape be existing – not required.

Decisions Made

Common Matching criteria for tape loads and building General Person:

Last Name – Required – 5 characters

First Name – Required – 3 characters

SSN – Exists – 9 digits

BD Day – Exists – 2 digits

BD Month – Exists – 2 digits

BY Year – Exists – 4 digits

Decisions for referral

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Tabled/Future discussion Items

Ongoing Task List , Action Items

Item Identifier	Item Description	Owner	Target Completion Date	Status

New Action Items

Item Identifier	Item Description	Owner	Target Completion Date	Status

Attachments and/or meeting Handouts listed: