

**EISE Project Meeting Notes**  
**Eastern Illinois University**

Team/Group: Student Process Team

Date: January 17, 2007

Time: 1:30pm

Place: 3108 Blair Hall

Attendees: Kim Burnett, Linda Coffey, Amy Edwards, Sue Harvey, Mary Herrington-Perry, Brenda Major, Kimberlie Mook, Vicki Phillips, Rodney Ranes, Thom Strohecker, Bonnie Wilson

Note Author: Jennifer Porter

**Agenda and discussion items**

**Critical Issue brought forward by Team**

A mini-mock registration was held on January 16, and for the most part went very well, however, there were a couple of issues that need to be addressed. Graduate students were allowed to register for more than 16 hours. Thom suggested creating a new class standing code, GG (Good Grad) that should eliminate the problem. There also were some questions in regard to business courses, and how students who were not admitted to the College of Business should be restricted from registering for those courses. It isn't possible to put the restrictions on by college, but it could be done by major. In doing this, it could affect how new business students majors are listed. Sue is going to get in touch with the College of Business to discuss the situation.

**Update on Accounts Receivable**

Tuition and fees appears to be working well. Linda tested it during the mini-mock registration and was pleased with the results. For the major mock registration she hopes to have some out-of-state students so the out-of-state tuition can be tested. She is also working on conversion codes. The tuition and fees calculations for FA07 are good to go.

**Update on Events Management/Location Management**

Janet has been working with CBORD and a representative will be coming to campus in February. At this point hardware issues have been resolved. There was also a question in regard to address types and if a final decision had been reached by CFCG. CFCG approved everything that was requested.

**Update on Catalog and DARS**

The DARS deadlines have been ironed out with ITS. March 16<sup>th</sup> is the date everything must be done by so that testing can begin.

**Update on Registration**

Mini-mock registration went well, and the group is preparing for the major mock-registration on January 30<sup>th</sup> and 31<sup>st</sup>. They will also be doing training for advisors the week of February 5<sup>th</sup>.

**Update on Academic History**

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More testing is required for this aspect of Banner due to differences in how the legacy system and Banner work.

**Update on Schedule**

ITS called Ad Astra in an effort to resolve some cross-listing issues schedulers have had problems with. They spoke with the head programmer, and hope to have some answers very soon.

**Update on Admissions**

The contract with NOLIJ has been signed. February 12<sup>th</sup>, and April 3<sup>rd</sup>, are the two dates training will be held. Rodney has contacted College Net numerous times in recent weeks and has yet to hear from them.

**Update on Test Scores**

The group is preparing for their training. They are currently deciding when the training will be, who will be doing the training, and who will create the documentation.

**Update on Faculty Load**

This group will be meeting next week.

**Decisions Made**

**Decisions for referral**

**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

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**Attachments and/or meeting Handouts listed:**