Old Business

Minutes
There were no changes reported for the minutes.

Visa Information: Suzanne Anderson
Suzanne spoke to the user group regarding Visa information that is incorrect for all schools in PS. This is due to the set up being done incorrectly when PS was implemented. She requested that all the schools correct the Visa information for those students who are currently enrolled for fall 2010 and forward. Sh Suzanne asked that each institution send her the names of the staff that would input data into PS for the Visa information. There are currently 139 students who need correction ranging from 2 per school up to 52 for each campus. A request was made not to change any former inactive students not enrolled as this reflects a huge number of students that would need to be cleaned up. Mary mentioned that all the Visa types must be cleaned up so that HRMS interface is not affected. It was mentioned by Suzanne that we would not be able to verify the information to be changed as applicant’s bio-demo information may no longer be available.

The group voted to support Suzanne’s proposal to change current applicant’s information. Please contact Suzanne with the names of the staff that input Visa information. You can reach Suzanne at suzanneanderson@mail.und.edu.

Updates from Jennifer
Jennifer provided updates regarding governance and structure to the group.
Stephanie asked what the data warehouse is as some of the group has not heard about this project. Jennifer referred the group to make contact with their CAC representative for updates and questions regarding the data warehouse project.

Exemption Report
Karla provided an update concerning the Exemption Report. They are putting together the new report and they will send it to us in the state environment so we can compare the report to the old exemption report. Norm asked when the report was due and Julie responded by stating the first Board meeting is
on January 20, 2011, but she would request an exception to have the information brought to the February meeting.

**AY Updates**
Karla mentioned the grad schools are in full swing with updates to the Common Application and supplementals in development.

Merideth is working with Ralph in regards to adding program/plans from PS to Connect but has not had time to work on a regular basis on this project. More updates will be provided later.

Ralph mentioned that he has not had time to purge length of time an application on on the suspense table. It was decided we would do by term each fall.

Prospect Query will be left on the agenda for next months meeting.

**New Business**

**ACT Electronic Score**
It was determined that the process load is not necessary but that we will still do query 18 & 19.

**Address Questions from Marla**
A poll was taken to determine how schools are doing addressing. For example: 10th versus Tenth. It was evident that schools are addressing differently outside of the Hobson’s load into PS. It was also clear that the last update to the Bio-Demo handbook did not reflect the correct addressing to US Postal Standards. No resolution was offered.

**Campus Community Request**
Campus Community is requesting a member from a two year campus to be on the committee. Stephanie volunteered to work on recruiting a member.

**Adding of Applications**
I must of missed this as I have no notes HELP!!

**Common Application and Program Listings**
Merideth asked if any of the schools were experiencing issues with students selecting programs that have been deemed terminated/inactive. Most schools have been experiencing issues with students being able to select terminated and/or inactive programs in AY’s online application. In addition, it was mentioned that new programs not yet active were added to the Program drop down box in AY and students are able to select programs that institutions are not offering until a future term.

Merideth mentioned there use to be a form to fill out that would allow a request for admit last term or added. Julie mentioned the form still exists. Julie mentioned terminology may be causing some issues between inactive and terminate. You can put a program into an inactive status and it not be terminated. A letter to Vice Chancellor, Hill with that status needs to be submitted. Request should go through Academic Affairs officer on each campus.

**Julie Updates**
Placement policy & procedure for ACT for English and math have an effective date change to 2012.
The next FUG meeting will be on August 10, 2010, from 1-3pm.

**Karla, Ralph, Mary Updates**
PS application will go away after the first day of classes.
Response for a request for the Mass WAPP function is coming soon.
Address usage was explained by Mary and the group was provided the information in advance for both the order and usage.

Stephanie asked a question about the Active Directory. Jennifer responded by saying there could be changes on how we should make a name change and do we also change the identifier.

**Next Chairperson**
The group expressed appreciation to Stephanie for the great job she did as Chairperson over the past year. The new Chairperson is Jacque Moore, Mayville State.

Next FUG meeting is scheduled for Wednesday, September 8, 2010, at 10am-Noon.

Meeting Adjourned at 11:46am

Submitted by,
Debi Melby