Present: Crystal Creekmore, Teresa Suit, Penny Pitts, Carolyn Carthen, Lisa Payne, Cathy Brett, Necedah Henderson, Valerie Sellers, Beth Reed, Kim Braden (recording).

Absent: Tina Hicks, Mary Chambliss, Jerrie Smith

1. **Data Warehouse: duplicate errors on report**
    a. Any way to combine? Valerie and Cathy will work with Debbie Miller
    b. More than ½ of student admitted on unofficial transcripts—Jim Hutto implemented
    c. Wording changed on Adm app due to grad program.

2. **Grad "Stuff" in SAND:**
    a. Transfer day 10/29—open for registration
    b. Late fee $35.00
    c. One IM
    d. Not sure about student fee of $25.00
    e. 2 year waiver—not sure (not for spring, maybe for fall)
    f. Paying off course not student type—course cannot be built without level
    g. Biology lab fees removed
    h. 26 grad apps
        i. 4 complete
        ii. Waiting on GMAT's and portfolios

3. **Degree Works:**
    a. 149 graduation apps reviewed—24% can be cleared

4. **Other:**
    a. VA coding in SPAPERS: report build off of attributes?
    b. SOATERM: not access fees to keep Banner from going down during end of year processing
    c. WebXtender: new features—checklist for SAAADMS needs to be linked
    d. Check ARGOS to see if NL's are included or not.

Respectfully submitted by: Kim Braden