Reviewed and approved minutes from May. There were no meetings held in June, July or August.

**Update on student status – Seeking additional baccalaureate degree** – Effective Spring 2019, we will be using an academic level of 'US' for all Undergraduate students who enter with a Bachelor's degree. East campus will modify the SU_SET_LEVEL script to add US criteria to allow for US5. Since West campus does not have a script that sets load levels and Federal SAP processing cannot use US5 alone for setup, they will create new programs and plans for students who already have a Bachelor’s degree. Discussed what the US academic load should be called. Group agreed on Additional Bachelors or abbreviation of that. Mike M has in test and will move to production. Paul’s area needs to update the script to move the 1 year Nursing students (HNIB1) directly into US5 then they will test and move to production. Andrew believes Chandan is ready to do update.

**Update on Admit Types-New Transfer and possible readmit code** – Effective Spring 2019, East Campus created of new code to track returning students with lapse in enrollment called Undergraduate Readmit (UR).

**Citizenship update** – Review Citizenship discussion from May’s meeting, regarding who can update, common issues, and restricting access. Initial load into PeopleSoft from the applications is not verified. Occasionally updated for billing purposes. Request from students to change status that are sent to Grad School are forwarded to Visa and Immigration services. Is this what happens at each department? Should this be the policy? Should an USA citizenship status be required? Group was not sure how that would affect DACA and Undocumented students. Native status in a country is used to determine where students are from. Should this be mandatory? Native citizenship is load from Birth Country in Apply Yourself. Need to look at loads to see where it comes form on other applications. There is an audit table but it doesn’t reconcile with current citizenship table. Need to get a subcommittee together to discuss further include Lindsi Walker- Visa and Immigration Services, Laurie Christensen - Student Accounts, Admissions Area reps, and Financial Aid rep.

**Plan codes** – Discussed issue with plan code descriptions such as award level in plan description, inconsistent non-matriculated (in field) indicator, typos, codes as descriptions, area of interest (AOI) and “pre-“ indicators, and inconsistent abbreviations. Since other departments use these descriptions the group suggested we meet with Dave Taiclet in admission, a rep from academic advising, and Melissa Jordan before we make any changes.

Next meeting October 4th at 2:00 pm – 3:00 pm in President’s Conference Room.

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**Attended by:**
- Adelaide Kuzmack
- Ahmed Belazi
- Andrew Kirsch
- Colleen O’Toole
- Ginny Clancy
- Jennifer Dellaposta
- Jennifer Kuhl
- Jonathan Anzalone
- Kane Gillespie
- Ken MacDowell
- Kim Berlin
- Kim Rant
- Lori Lyons
- Mark Lang
- Michael Mooney
- Rich MacDonald
- Theresa Diemer

**Not in attendance:**
- Braden Hosch
- Erica Hackley
- Erik Andersen
- Faith Matranga
- Henry Joseph
- Jeffrey Mackey
- Michael Riordan
- Yoonmi Noh