

Banner Operations Committee
November 3, 2015
2:00 PM

Present: Teresa Suit, Jerrie Smith, Crystal Creekmore, Lisa Payne, Cathy Brett, Necedah Henderson, Mary Chambliss, Kim Braden (recording).

Absent: Tina Hicks, Jerrie Smith, Penny Pitts, Carolyn Carthen, Renee Stanford

1. **Fees not accessing for Spring—**
 - a. Wrong year entered (2016), now corrected
2. **Not updating No shows for last 2 semesters:**
 - a. will run report to update
 - b. add to inactive list to prevent manual work
3. **Graduate Program:**
 - a. Copy of admissions app—online app, pushed to system, not sure what COB is requesting
 - b. 32 apps
 - c. Only 5 complete/sent to COB for review (4 Athens State grads)
 - d. No more applications accepted but will accept portfolios/GMAT on existing apps (COB will contact students missing info). All 32 have been notified.
4. **How did you hear about Athens State:**
 - a. Fall 2013-Fall 2015 (605 responses)
 - i. #1 word of mouth
 - ii. #2 community college transfers
 - iii. #3 internet
 - iv. #4 billboards, ads, newspaper—75% of our marketing
 - v. #5 Alumni
 - vi. #6 Local
 - vii. #7 other
5. **DOE response for grad loans:**
 - a. Requesting more information. Should have answer in 2 weeks.

Respectfully submitted by: Kim Braden