Meeting was called to order at 1:05 p.m.

Present: Linda Heiss – System Administration - Institutional Research
         UNLV - Karen Emptage, RC Miller
         UNR - Jim Carson, Virginia Moore
         TMCC - Nancy Helsel
         CCSN - Elda Chavez, Nora Fernandez
         GBC - Laura McCarty
         SCS - Susan Enslen, Rita Singleton
         NSC – None
         WNCC - None

**Agenda Item 1 - Linda Heiss, Director of Institutional Research**
Discussion was held on IPEDS and the definition of first time students by the various institutions.

**UNR & CCSN**
NW - New to the institution with no classes
NT - New transfer from university or community college

**UNLV**
NW - Freshman or new transfer
New vs. Credit - Decision matrix determines New Freshman or New Transfer based on number of credits and when taken.

**GBC**
NW - New student at GBC only. Does not distinguish between NW and NT
NW alone - new freshman - undergraduate freshman based on high school
NT - transfer work with no high school

**Agenda Item 2 - Susan Enslen - SCS**
All Student Records meetings have been scheduled for the upcoming year. Meetings will be held on the third Thursday of the month from 1:00 pm - 4:00 pm. The meeting schedule and video locations can be found at: [http://ww.scs.nevada.edu/applications/sis/minutes/srssched.html](http://ww.scs.nevada.edu/applications/sis/minutes/srssched.html). WNCC will host the February 2007 meeting.

**Agenda Item 3 - Susan Enslen - SCS**
Susan briefed everyone on the upcoming Miami DARS Webinar scheduled for January 25, 2007 at 11:00 a.m. The internet meeting will discuss and explore Hershey Systems, Inc. interfacing with DARS. The University of Northern Texas has been contacted by SCS as a technical reference.

**Agenda Items 4 & 5 - Susan Enslen - SCS**
Discussion was held regarding secure 3270 connectivity as well as secure FTP. Secure connectivity is targeted for June 2007 and secure FTP is targeted for June 2007. Your campus has been informed of these changes. Reports are being generated identifying users with non secure connectivity.
**Agenda Item 6 - Susan Enslen - SCS**
Discussion was held on extending SIS hours. At present, institutions are not able to run certain jobs when SIS is up. Susan would like the list of programs/processes that you don’t want to run when SIS is up, the purge (USRPENRB) submitted to her by February, 2007.

**Agenda Item 7 - Elda Chavez - CCSN**
Discussion was held on the institutional policies for Academic Probation & Academic Suspension and whether or not policies have been finalized.

- CCSN - policy has been finalized
- TMCC - policy has been finalized.
- UNLV - policy is okay.
- UNR - policy is okay. UNR has activated a warning ’Do Not Suspend"
- GBC - No

Discussion was also held on the Academic Progress - Rules Table (example, Registration Rule). Create Rules in Focus Rules - 2.5 years plus
APRU - Academic progress & focus jobs rules
SDEF - Student Deficiency
SAST - Review Academic Units, designed for Advisor’s to determine Academic Probation
Linda will fax report to Elda

**Agenda Item 8 - New Items**
Community College Conference will be held in Reno on April 20, 2007.
Round Table regarding Academic Probation & Academic Suspension for discussion

The meeting was concluded with a review of the Status Report. WNCC will chair the next SIS Group Meeting on February 15, 2007.