Buddy welcomed everyone.

MINUTES:
Holly Farmer said that Phenix City is set up for COMPASS use. She made motion to accept minutes minus the deletion. Larry Hawkins seconded and the minutes were accepted.

FORMER BUSINESS:

CONDITIONAL ADMISSION:
Buddy went over the Conditional admission policy and protocol. In the paragraph before “Protocol”, the word ‘with’ was corrected to ‘wish’.

NON-ACCREDITED HIGH SCHOOLS:
We changed the title to “Admission for Students Graduating From Non-Regionally Accredited Institutions”.

IB CREDIT:
The Records Office will be determining this credit.

DIRECTORY:
Buddy asked if this could be put on-line. Carol Covington and Lisa Boutwell were added to the holds contacts.

NEW BUSINESS:

CALL CENTER:
Carol Supri said Troy University is negotiating a contract with ‘Greenwood and Hall’. There will have to be training with the call center staff.

REGISTRATION:
Vickie Miles said that students at T-terms were notified of holds.

CHRISTMAS BREAK HOURS:
Buddy asked each site to email any scheduled work days during the break.
CATALOG UPDATES:
December 31\textsuperscript{st} is the deadline for catalog changes. Vickie said we need to be sure to add ‘Provisional Credit’ to the changes because it was left out of the last catalog.

Vickie suggested to Buddy that it be brought up at the next Registration Management meeting that there is a need for a ‘command center’ during registration days.

The next Enrollment Management meeting is January 30\textsuperscript{th} at the Montgomery campus at 9:30.