Enroll & Std Fin Svcs 2011-12
Admissions Process Automation

Summary:

The admissions processing currently requires an individual to manually process every application for admissions. This new process would automate a majority of the applications to reduce the length of time required to process the days applications.

Description

Questions and Answers

How is the initiative linked to the Unit Plans most recently submitted?

1. **How does it continue the achievement of those goals?**
2. **If this is a continuation of an initiative started last year, make sure that relationship is clear.**

How is this initiative linked to the efficiencies and productivities plans you had last year?

1. **How does it continue the achievement of these plans?**
2. **If this is a continuation of an efficiency or productivity plan started last year, make sure that relationship is clear.**

Describe the resources needed:

Programming time from Margaret Kimble and Darlene Baker

What specific measurable program outcomes do you expect to achieve with this initiative? The outcomes should be specific enough to be measurable. Also, outline the method that will be used to determine the results.

The goal is to process every new admissions application daily with no delay in the process that would inhibit a student from attending Lane.

Department Priority:

1

Unit Resources:

Programming time from current staff resources.

Funding Request: Carl Perkins

Funding Request: Curriculum Development

Funding Request: Technology Fee