

# BG@100 Project Fit-Gap Agenda & Session Notes

**Date:** September 11, 2007  
**Time:** 1:00 pm to 4:00 PM  
**Location:** BTSU 308  
**Session #:** SFFG011



Session Leader: Kristen Baldelli

Functional Lead: Nancy Colman

Note taker: Lisa Nash

Session Name: Collections

Session Description: Aging Account, Finance Charges and Accounts Receivable Collections of Currently enrolled and Not Currently enrolled accounts. This session will also include PrePaid Hours, Deregistration, Memo Screen and the Statement of Understanding.

Invited Attendees: Invitees/Attendees (\* in attendance, # absent, - late, + substitute, = by conference call, ^ training)

Julie Becker	Cindy Koontz
Lori Beeman	Teresa McLove
Lisa Calcamuggio	Lisa Nash
Deb Clink	Faye Nichelson
Sylvia Cuthbert	Ann Reisner
Deb Divers	Cheryl Reynolds
Judy Donald	Sherideen Stoll
Gaylyn Finn	Sharon Swartz
Denise Grigson	Vicki Sulken
Linda Hamilton	Sharon Velliquette
Lynn Huber	Tawn Williams-Nell
Chris Kieffer	Conrad McRoberts
	Robert Zhang

## Agenda

- ❖ Aging Accounts
  - ❖ Student Accounts
  - ❖ 3<sup>rd</sup> Party – Corporations, Firms and External Organizations
  - ❖ Continuing Education
- ❖ PrePaid Hours
- ❖ Deregistration
- ❖ Memo Screen
- ❖ Statement of Understanding
- ❖ Finance Charge, Late Fee, Service Charge
- ❖ Collections
  - ❖ Currently Enrolled Students
  - ❖ Not Currently Enrolled Students
  - ❖ 3<sup>rd</sup> Party
  - ❖ Continuing Education
- ❖ Write-Offs
- ❖ Bankruptcies

**BG@100 Project Fit-Gap  
Agenda & Session Notes**

**Date:** September 11, 2007  
**Time:** 1:00 pm to 4:00 PM  
**Location:** BTSU 308  
**Session #:** SFFG011



**Additional Information**

**Please bring:** Documents that you may need to remind you of all the steps in the process.

**Notes**

**Identify Fit(s)**

**Identify Gap(s)**

**Issue Log Items**

**Outstanding Items**

**Impact to Office (Directors Only)**