Minutes of the Meeting
October 2, 2007
3:05 EDT

On the call:
Ferdinand, Susannah ACT
Mills, Steve CSIS
Morris, Michael ACT
Parish, Lisa SunGard Higher Education
Ruskin, Carol Oracle
Smith-Larson, Clare Iowa State University
Stewart, Tom AACRAO SPEEDE

Agenda:

<table>
<thead>
<tr>
<th>Topic</th>
<th>Lead</th>
<th>Time</th>
<th>Purpose</th>
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<tbody>
<tr>
<td>Agenda Review</td>
<td>Morris</td>
<td>5 min</td>
<td>Done</td>
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<tr>
<td>Minutes Review</td>
<td>Morris</td>
<td>5 min</td>
<td>Done</td>
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<tr>
<td>Including Academic Record</td>
<td>Morris</td>
<td>10 min</td>
<td>Remains in schema</td>
</tr>
<tr>
<td>Test Code</td>
<td>Morris</td>
<td>15 min</td>
<td>Do not use publisher</td>
</tr>
<tr>
<td>Shorter TestScoreValue Code</td>
<td>Morris</td>
<td>10 min</td>
<td>Map alpha code to full text</td>
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<tr>
<td>Sector Library for reusable types</td>
<td>Morris</td>
<td>10 min</td>
<td>Presented</td>
</tr>
<tr>
<td>Summarize new Action Items</td>
<td>Morris</td>
<td>5 min</td>
<td>Done</td>
</tr>
</tbody>
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Minutes: Morris

Meeting Summary:
The team discussed each agenda items and made decisions on each issue.

Decisions:

- Include AcademicRecord in the schema and determine a method for modularizing the implementation guide
- Use a single letter for each test type (A(cademic), L(anguage), S(pecial) Education, and O(ther)) when creating the EducationTestCode
- Create an enumeration for the EducationTestScoreCode using PESC guidelines. Present enumeration and text description in Appendix G

Actions:

- Michael will revise the ETSR schema to implement the decisions listed above
- Susannah will revise the Implementation Guide to reflect the above decisions including removing duplicates in EducationTestCode and EducationTestScoreCode

The meeting was adjourned: at 4:02 ET

Upcoming Meeting Times:

October 9, 23, 30

Respectfully Submitted,

Michael D. Morris