

**EISE Project Meeting Notes  
Eastern Illinois University**

Team/Group: Student Process Team

Date: December 20, 2006

Time: 1:30pm

Place: Blair Hall Conference Room

Attendees: Linda Coffey, Amy Edwards, Sue Harvey, Mary Herrington-Perry, Brenda Major, Kimberlie Moock, Vicki Phillips, Rodney Ranes, Thom Strohecker

Note Author: Jennifer Porter

**Agenda and discussion items**

**Portal Demonstration by Thomas MacMullen**

Tom gave the group a demonstration of the portal that he and ITS have been working on to use with the Banner.

**Critical Issue brought forward by Team**

Thom brought up some concerns in regard to the way ACT scores will be loaded into Banner. Currently they are entered either through tape-load or they are entered manually. In the new system, only scores supplied by ACT (as opposed to scores supplied by the student on their high school transcripts) will be considered official. A concern was also raised in regard to those who would have access to the SOATEST screen, and the ability they would have to make changes to test scores. More discussion will need to take place before a resolution can be reached.

**Update on ODS and Crystal Training**

Training for ODS has been pushed back, and will be scheduled for a later date. Those who wish to learn more about Crystal Reports should contact Dave Pollard in ITS to schedule a training session.

**Update on Accounts Receivable**

**Update on Events Management**

**Update Location Management**

**Update on Catalog and DARS**

The DARS transfer bridge should be in place by 1/29/07.

**Update on Registration**

An additional mini-mock registration will be scheduled for early February once the DARS bridge is in place. Financial Aid and Linda Coffey will be invited to participate in this as well.

**Update on Academic History**

At the present time, it is believed that evaluations will continue to be done in the legacy system. The information will then be transferred into Banner.

**Update on Schedule**

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- Update on Admissions**
- Update on Test Scores**
- Update on Faculty Load**

**Decisions Made**

**Decisions for referral**

It was decided that a couple of items should be taken to the Steering Committee for their consideration. First, the portal that Tom MacMullen demonstrated, and when we should actually begin to utilize it. Second, E #'s and single sign-ons as well as PIN #'s.

**Tabled/Future discussion Items**

**Ongoing Task List , Action Items**

Item Identifier	Item Description	Owner	Target Completion Date	Status

**New Action Items**

Item Identifier	Item Description	Owner	Target Completion Date	Status

**Attachments and/or meeting Handouts listed:**