

**EISE Project Meeting Notes
Eastern Illinois University**

Date: July 19, 2006
Time: 1:30pm
Place: Blair Hall Conference Room
Attendees: Bonnie Wilson, Mary Herrington-Perry, Kim Burnett, Rodney Ranes, Kimberlie Mook, Amy Edwards, Thom Strohecker, Vicki Phillips, Linda Coffey, Brenda Major, Sue Harvey
Note Author: Judy Kopp

Timeline for July 24, 2006 through August 14, 2006 is attached. (Highlighted items indicate items for which the Team is responsible.

Agenda and discussion items

Team Assignment Follow-up:

Discussed a slogan for the team. Decided on “Connecting for Students”

Financial Aid Questions:

Financial Aid wanted to know if the tapes they are running to create general person records should be loaded into Recruits? After some discussion, it was decided they should go ahead and load them.

Financial Aid is concerned that expanding term start and end dates will cause problems with Title IV refunding. Options including ‘mini-term’ were discussed. Amy will check on testing schedule first and this will be discussed again at the next meeting.

CFCG needs to agree on what modules will have what code, etc. in GUAMAIL. Jone will bring to that meeting.

How will Financial Aid know when new transfer hours are posted for satisfactory progress. Hours will be in DARS. Transfer hours with ‘D’ are accepted if the students has an overall satisfactory GPA. An ‘F’ will not be accepted. The ‘D’ hours will always be in attempted hours.

Admissions Applications, Schedules and Registration in Test:

Registration tables are in and ready to test. Need to get Admissions list to work with when testing. The Schedule subgroup could build some courses in and provide a list to the Registration subgroup.

Update on Admissions:

Graduate School is entering some applications in Banner. Brenda has a meeting on Thursday regarding Nolij. Hopes to have something in by November.

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Update Location Management :

Had a meeting for E numbers for Housing. Have a plan and a deadline in place. Waiting on how rooms are going to get loaded. Buildings are done and out there. Everyone will be getting new Panther cards in the fall. E numbers will not actually be used to connect to anything until next fall. Housing is no longer changing or adding addresses.

Update on Catalog and DARS:

Catalog is going fine, will make the September 14 deadline. DARS is good. Transfer articulation system works – get it going next week. It was brought up that majors that EIU has never offered need to be populated for tracking. Will have to code them to show they are not offered.

Update on Registration:

Addressed above.

Update on Academic History:

Still struggling with academic standing. Currently looking at changing the policy on academic standing from requiring nine attempted hours to nine earned hours. Working on validation tables, going through different scenarios.

Update on Test Score:

Test scores could be moved to Prod. Send e-mail requesting that. Codes for University honors and Departmental Honors need to be built.

Update on Schedule:

BPA has met and is not quite done.

Upcoming Consulting Sessions :

Moved events management until August 28 and dropped everything else back.

A questions was raised about the status of class rosters with photo ID's. There is no form to request a modification to Banner. A form has to be created and sent to Steering Committee.

Decisions Made

Decisions for referral

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Tabled/Future discussion Items

Ongoing Task List , Action Items

Item Identifier	Item Description	Owner	Target Completion Date	Status
SPT20066	Completed Tables List to Vicki Phillips	Team	ASAP	Ongoing

New Action Items

Item Identifier	Item Description	Owner	Target Completion Date	Status
SPT20067	Critical Dates to Sue Harvey	Team	7-5-2006	Ongoing
SPT20068	Build Applications in Test	Admission Areas	ASAP	In-Progress
SPT20069	Schedule Courses for Testing Purposes	Schedule Subgroup	ASAP	In-Progress
SPT200610	Test Registration Restrictions	Registration Subgroup	ASAP	In-Progress

Attachments and/or meeting Handouts listed:

Student Process Team Timeline for July 24, 2006 through August 14, 2006

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Student Process Team is responsible for highlighted items.

Module#	Mod_Seq#	Name	Duration	Start_Date
12	1	Schedule - Faculty Load validation tables in TEST	30 days	7/24/2006 8:00
12	2	Schedule - Faculty Designation load TEST	10 days	7/24/2006 8:00
1	5	Academic History - Verify Institutional Course Info in TEST	10 days	7/24/2006 8:00
3	20	Admissions - First SAT tape load in PROD	1 day	7/31/2006 8:00
3	21	Admissions - First ACT tape load in PROD	1 day	7/31/2006 8:00
10	9	General Student - define attributes to be moved	1 day	7/31/2006 8:00
1	6	Academic History - Verify Transfer Course Info in TEST	10 days	7/31/2006 8:00
1	7	Academic History - Degree Info 1st Load - PPRD	10 days	7/31/2006 8:00
12	3	Schedule - Prepare scheduler training materials for Section Building	14 days	8/1/2006 8:00
7	6	DARS - Midway for degree audit	1 day	8/1/2006 8:00
7	7	DARS - Mapping of transfer data (institutions and rules) completed	1 day?	8/1/2006 8:00
9	6	General Person - Verification of General Person TEST (address and phone)	14 days?	8/1/2006 8:00
14	5	Location management -- with Astra TEST	23 days	8/1/2006 8:00
15	1	Astra -- TEST version ready	1 day	8/1/2006 8:00
1	8	Academic History - move Validation Rules and Tables from TEST to PPRD and PROD	5 days	8/7/2006 8:00
1	9	Academic History - Verify Degree Info in TEST	10 days	8/7/2006 8:00
1	10	Academic History - Transfer Course Info 1st load - PPRD	5 days	8/14/2006 8:00
1	11	Academic History - Institutional Course Info 1st Load - PPRD	10 days	8/14/2006 8:00
1	12	Academic History - Pre-Banner Summary - TEST	15 days?	8/14/2006 8:00