

EISE Project Meeting Notes Eastern Illinois University

Team/Group:	Advancement
Date:	May 21, 2007
Time:	10:30 am – 12:00 pm
Place:	ITS Conference Room 3057
Attendees:	Tami Babbs, Cris Ealy, Lori Creek, Kim Harris, Libby Coffey, Jerilyn Hutson
Note Author:	Jerilyn Hutson

Agenda and discussion items

- ☞ Procedures documentation
 - Final document for constituent processing
 - Tami had nothing new to report on documentation
 - Kim reported that she has been making notes as she works through updates. Some of her notes are in the document on the repository.
- ☞ Test 3 conversion
 - The team is still reviewing the test load of financials.
- ☞ General Person load to PROD
 - Duplicates created with nonperson records?
 - Nothing has been received from Teresa Sims for us to review.
 - Duplicate reports
 - #6 has been completed with some non-duplicates to be corrected.
- ☞ Remaining constituent load to PROD
 - Libby emailed a list of the tables loaded into PROD. Team members need to review the PROD data load. All tables loaded in PROD have also been loaded into PPRD.
 - Financials as of April 24th were loaded into PPRD for use during the go-live consulting session.
- ☞ Accessing GLBEXTR table through Crystal Reports
 - IT is working on determining how to access this table from population selections to use in writing reports in Crystal.
- ☞ Next consulting session
 - 5/22-24—Go-Live Consulting
 - The team reviewed the items to discuss and/or review with Mike during the session.

Decisions Made

Decisions for referral

Tabled/Future discussion Items

Ongoing Task List, Action Items

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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: