

EISE Project Meeting Notes Eastern Illinois University

Team/Group: Cross Functional Collaboration Group

Date: 10-23-06

Time: 2:00 – 3:30

Place: MLK – Sullivan Room

Attendees: Jerilyn Hutson, Thom Strohecker, Jone Zieren, Larry Cannon, Bill Witsman, Libby Coffey, Dave Bailey, Joy Craft, Sue Harvey, Cathy Ashmore, Kathy Reed, Frank Kingery, Sandy Bingham-Porter, Tracy Hall

Note Author: Kathy Reed

Agenda and discussion items

Team Updates

- **Advancement** – Working through testing the first conversion. Prospect management consulting next week.
- **Financial Aid** – Remote tech consulting session last week. Met with the consultant in the mornings, he then spent the afternoons coding. The team is going to the union every Friday for testing, are close to reaching requisition tracking and budgeting milestones.
- **Student** – Department schedulers are working, scheduling in production Astra tomorrow. Nolij is scheduled to be on campus next week – concerns about CollegeNet deadlines
- **HR** – Last minute clean-up on tables before clone to HR instance (benefits cleaning up), possibly tomorrow. Data entry needs to be done by Oct. 30th in payroll instance, it is not in ODS). ODS functional training this week, parallel testing next week (Monday – Thursday); Nov. 13-14 will be second parallel test. Bob (SCT consultant) will be on campus Thanksgiving week.
- **Training** – Proposed training plan has been given to the steering committee. Most of plan is training that is currently ongoing.
- **Finance** – Fourth Argos training session today (part II of designer training). Team will be on retreat tomorrow in Arthur. Have a long list of items they have to do or would like to do in phase II. Dave Horsman and Larry will talk to Northeastern about EIU's project; Northeastern is expected to visit EIU after the first of the year.
- **Data Standards** – No meeting.
- **Data Custodians** – Tweaking the procedures manual, looking at duplicate pidm process. New Banner access form incorporates Finance info – is located on web under Faculty/Staff, new Employee info. Working on a Banner website, will have announcement information about availability of Banner instances. Cathy will be out of the office Nov. 1-3; turn in requests by Oct. 31.

General Person/Previous Names – Linda Coffey asked for more time to test

Race/Ethnicity Code – no report

Allowing Address Changes on the Web – Student team wants to allow the addresses of the following types to be changed via the web: diploma, permanent, parents (all 5 types), mailing. We will implement on test instance.

Activation/Deactivation of Students –Do we need to deactivate students at the end of term? (Does it affect financial aid?) In production, one record has been created for each term (for

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historical purpose). Student team is looking at when/how to show inactive students. Financial Aid will email questions to their consultant

Argos – network passwords: Argos will be updated to use employees’ network passwords as of the start of business Monday (10/30/06) morning

IE 7 – Sungard’s position – Sungard has issued a statement they will not complete testing of IE 7 till the first quarter of 2007. Until the time they complete all testing they will not issue a statement of support for IE 7 with any of their products/modules.

Appworx upgrades – Appworx will be converted to Oracle 10g next week. Production will be upgraded Thursday evening.

County Codes – added to addresses in TEST instance, test during the next two weeks. Let Libby Coffey know of any problems prior to Nov. 4.

Decisions for referral

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: