

**EISE Project Meeting Notes**  
**Eastern Illinois University**

Team/Group: Cross Functional Collaboration Group

Date: 11-13-06

Time: 2:00 – 3:30

Place: MLK – Arcola-Tuscola Room

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

Note Author: Kathy Reed

**Agenda and discussion items**

Team Updates

- **Advancement** – Finishing testing on first conversion, starting second. Cas presented an Appworx demo this week. Reporting subcommittee has started meeting. The team is on schedule with where they want to be.
- **Financial Aid** – General consulting this week. Reaching two milestones: requisition tracking and budgeting. Have issues with identification of continuing ed students and hours – will need a process written. Next is packaging – having problems with rules.
- **Student** – Accounts Receivable consulting this week. DARS is hitting road blocks. Nolij will be done later – manual entry of admissions is caught up. Academic history is close. Registration for Fall '07 may be delayed from 3/5/07 to 3/19/07 or perhaps closer to April. Would leave Summer registration on 3/5/07. This would allow more time for training and separate new Banner registration from current system Summer registration.
- **HR** – Parallel test II this week. Time entry is done.
- **Training** – Sent notice to team leads about preview of SCT CBTs – Bill is arranging room for preview.
- **Finance** – Started phase II, meeting monthly, added Heidi Hawkins and Linda Coffey. Rearranging subcommittees. Northeastern Illinois University visited EIU.
- **Data Standards** – Meeting this Friday, draft document plus some issues for modifications to document.
- **Data Custodians** – Poor turnout for meeting, discussed website. Cathy Ashmore demonstrated the website to CFCG.

**GTVSDAX** – Amy Edwards wasn't sure all groups are aware it exists; it has several controls for self-service – teams may want to check it for their module specific controls

**General Person/Previous Names** – The files has been returned to ITS. Will test in DEVL, probably go to PROD next week.

**Race/Ethnicity Code** – no report

**Activation/Deactivation of Students** – Student listserv recommends one record per term (as we are loading for previous terms). Waiting for response from Financial Aid consulting this week.

**Availability of Banner 7.3 bookshelf** – Currently available under Banner July 2006 on repository (includes ODS documentation) – will ask Dave Pollard to remove old version and add 7.3 version to the current link

**Financial Aid Upgrade** –

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EIUTRNG – Tuesday, Nov. 14<sup>th</sup> (a.m.)

PPRD – Wednesday, Nov. 15<sup>th</sup>

Payroll – Saturday, Nov. 18<sup>th</sup> (p.m.)

PROD – Sunday, Nov. 19<sup>th</sup> (a.m.)

**Advancement – Geographic Regions, Mail Codes** – Each area can have its own division, set up region codes. Maintained on S-type tables. Jerilyn and Sue H. will set up a subgroup. Mail codes are maintained on GTVMAIL, show up on GUAMAIL.

**County Codes** – had a Nov. 6 deadline – will implement next week

**Day 2 Synching (of people)** – have quit synchronizing with EIUTRNG (adding new people); will continue synching PROD and TEST

**Reporting** – shared information on possible Evisions mini-conference at Summit; Finance wants overall plan for training – account managers can't reconcile; Student team would like to have Crystal training in mid-January and follow up the next week with ODS functional training; Financial Aid doesn't have enough time to learn Crystal and ODS; Advancement is reviewing Banner supplied reports and ODS metadata; HR has no time right now, concerned about reports.

**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:**