

**EISE Project Meeting Notes
Eastern Illinois University**

Team/Group: Financial Aid Process Team

Date: 4/12/2005

Time: 2:30PM

Place: ITS Conference Room

Attendees: Tracy Hall, Dave Bailey, Dian Ensign, Nancy Dole, Patti Bailey, Deanna Kelly

Note Author: Tracy Hall

Agenda and discussion items

1. Identify objectives, benefits, and weaknesses of current system specific to Financial Aid for PDD.

Decisions Made

Team identified objectives, benefits, and weaknesses of current system within the scope of the project to send to Bill Witsman to include in PDD.

Decisions for referral

Tabled/Future discussion Items

Next meeting will be scheduled after Tracy and Dave attend BPA training.

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: