

**EISE Project Meeting Notes
Eastern Illinois University**

Team/Group: Financial Aid Functional Team

Date: 4/12/2006

Time: 2-4 pm

Place: ITS Conference Room #3057

Attendees: Tracy Hall, Dian Ensign, Jone Zieren, Patti Bailey, Deanna Kelly, Marsha Toner, Bill Witsman

Note Author: Patti Bailey

Agenda and discussion items

- Tracy handed out the list of students that have been entered as admitted and registered in the training instance of Banner.
- The team reviewed the RNANA screen for Institutional Methodology.
- Finance will be going live and will start fiscal agent training by the end of April.
- April 18-20th will be our next consulting session. There will be a laptop cart in the Union that can be used for consulting if needed.
- There will soon be an EIU Training database instance with real data to use in training users.
- Scott Kramer will be our new Banner consultant. He will be with Steve next week.
- Jone, Dian and Tracy gave reports on the Banner summit they attended in Orlando.
- If we have any questions for the DARS (degree audit team) we should send them to Mary Herrington-Perry. Dian will prepare general financial aid questions and Nancy will prepare questions for the Veterans Area.
- Tony Spivey will be our representative on the Self Service standardization team.
- The University is looking at purchasing address verification software for Banner.
- The requirements tracking homework is 75% complete in the training instance.

Decisions Made

Cindy and Patti will have RTVTREQ and RORMESG entered into test by May 15th.

Decisions for referral

Student side and Graduate side have been contacted for information on admission status codes.

Tabled/Future discussion Items

How to handle Not Admitted Students
Requirements Tracking Milestone

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Ongoing Task List , Action Items

Item Identifier	Item Description	Owner	Target Completion Date	Status
	Consider time-line issues for ITS and inform Dave Bailey through Tracy if any others should arise	All team members		

New Action Items

Item Identifier	Item Description	Owner	Target Completion Date	Status
	Contact Uof I about visiting their Banner and how they interface MAP and other issues.	Jone	4/12/2006	Complete
	Contact ISAC about Banner interface	Patti	4/12/2006	Complete
	Contact student team about meeting with members to discuss Continuing Ed process	Tracy	4/12/2006	Complete
	Questions for Degree Audit team for Financial Aid	Dian	4/26/06	
	Questions for Degree Audit team for Veterans	Nancy	4/26/06	
	Completing RTVTREQ form and RORMESG form in Test.	Patti Cindy	5/14/06	

Attachments and/or meeting Handouts listed: