

EISE Project Meeting Notes
Eastern Illinois University

Team/Group: Student Process Team

Date: May 24, 2006

Time: 1:30pm

Place: Blair Hall Conference Room

Attendees: Kim Burnett, Amy Edwards, Sue Harvey, Brenda Major, Kimberlie Moock, Vicki Phillips, Rodney Ranes, Thom Strohecker, Bonnie Wilson, Mary Herrington-Perry.

Note Author: Judy Kopp

Agenda and discussion items

Update Location Management:

It was reported that a portion of C-Bord does financial transactions for dining, meals, rooms, etc. An additional module is needed for C-Bord then files can be moved similar to Nolij. Janet Werden is checking on the specifications for the module. Without the module double entry of 5,000 plus transactions annually would have to be done by hand. C-Bord and Sungard are close to a partnership. The cost of the module is estimated to be at least \$10,000. Sue will take this proposal to the Steering Committee in June. Janet and Linda are putting together justification to show link through Banner for accounts receivable. C-Bord room assignments will not be going into Banner now.

Update on Admissions:

Graduate School, Continuing Education and International Programs submitted inquiry forms. CollegeNet is working on applications. A Nonlij demonstration was given last Friday. We are hoping to move College Net implementation forward – Denise Lee is contacting College Net. September 1 and November 1 will be added to timeline for CollegeNet and Nolij. ITS is checking to see if they can change fields on Nolij.

Update on Catalog:

The Catalog is being done in two phases. Phase One spreadsheet for undergrad and grad is done. Continuing Education is in progress.

Update on Schedule:

Tables and forms are being reviewed. Discussion of training rest of campus is ongoing.

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Update on Registration and Academic History:

There are two subgroups: Registration staff and Cont. Education are meeting to talk about registration and different tables. An Academic History group is meeting weekly and have worked on the timeline and filled out dates in a task log.

Topics brought forward by Team members:

Timeline:

Vicki will meet with Admissions subgroup on timeline.

Decisions Made

Decisions for referral

Tabled/Future discussion Items

Ongoing Task List , Action Items

Item Identifier	Item Description	Owner	Target Completion Date	Status
SPT20066	Completed Tables List to Vicki Phillips	Team	ASAP	Ongoing

New Action Items

Item Identifier	Item Description	Owner	Target Completion Date	Status
SPT20067	Take recommendation to purchase module for Housing to Steering Committee	Sue Harvey	6/30/2006	

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Attachments and/or meeting Handouts listed: