**ERP CORE TEAM**

**Date: May 7, 2012 @ 8:30 a.m.**

**Location: Met via Telephone**

**Submitted by: Carla Thomas**

**Members Present:**

**Linda Miller**

**Brantly Travis Linda Myhill**

**Fred Dietz Bob Pervine**

**Carla Thomas Tom Hoffacker**

**Jackie Dudley Anita Poynor**

**Lori Mitchum**

**Members Absent:**

**Josh Jacobs Jan Fuqua**

**Tracy Roberts**

**Guests:**

**None**

**General Discussion:**

* **ODS** **Upgrade Schedule** – Will go into TEST this week and PROD the next weekend. Conflicts with grades submission were discussed.

May 19th and 20th are set to install to PROD and have ready to go on the 21st. This is all speculative and would be assuming we get it up and running in TEST this week and then run into no snags with TEST.

If we don’t meet the May 19th and 20th install dates, what is the impact on Summer School? There would be a Summer O for June 9th, June 19th and June 26th.If we go that late in June we may be better off waiting until July.

Would need to move forward with pulling data needed for Financial Aid. They have a meeting scheduled for this Wednesday morning. SFA needs Spring information to check for over awards ASAP. Then they would move on to summer.

Anita Poynor needs Housing Deposit report and Spring web course enrollments. She will get with Michele re: pulling that information.

All CORE members are in agreement to put ODS Upgrade into PROD May 19th and 20th, assuming we get into TEST this week and run into no problems in TEST.

Anita will need a clone of information as of June 30th. She is targeting to close July 21st, 22nd, and 23rd.

It was mentioned that someone will need to find out what Lee Menchinger needs.

Tom H is not aware of any reports that are needed in HR.

Jackie will check with Beth to make sure she does not need anything.

Schedule for 12 hour demos on BRM, giving in-depth overview of what the system will do. Fred’s group mainly, but will touch many across campus. Fred will call LGM later today to discuss. Demos will be remote.

Meeting cancelled for week after next. Will meet June 4th (Hoffacker will be out – returning from Israel).

Meeting adjourned at 9:02 a.m.