**ERP CORE TEAM**

**Date: February 28, 2011 @ 8:30 a.m.**

**Location: Curris Center Stables**

**Submitted by: Carla Thomas**

**Members Present:**

**Linda Miller**

**Brantly Travis Josh Jacobs**

**Fred Dietz Bob Pervine**

**Carla Thomas David Blackburn**

**Tom Hoffacker Linda Myhill**

**Anita Poynor Jackie Dudley**

**Lori Mitchum**

**Members Absent:**

**Tina Collins**

**Guests:**

**None**

**New Issues:**

* **Clone Timing (BDT) –** After much discussion, it was agreed that maintenance is set for the 1st and 3rd Sunday of each month and we need to stick to that. Other points noted during the discussion included:
* Will Tina use TEST for Pre-Registration? Others (Anita and Lori) thought it should use PROD only for this.
* What Anita needs is Summer Schedule so she can test.
* What is the possibility of creating another instance? This would be option 1. Option 2 would be create a clone. Anita will need to complete testing prior to April 19th. Doing a clone on April 18th would push it. Mid-week of week of April 11th would be better for Anita.
* ODS – PROD will be down 12 hours on Sunday, April 17th.

**Ongoing Issues/Updates:**

* **Use of SS# by Campus Units (TC)** – Tina planned to get a position paper out to everyone. Per Linda Myhill, Tina did not get this out and the meeting scheduled for this past Friday was cancelled. There is a meeting with Jim Carter scheduled for the 19th of April.
* **Cognos Report Writer (BDT)** – Search is closed. They plan to re-advertise. Most recent group of applicant skills was rather disappointing. Some of the Admin Computing staff will be trying to assist with needed reports in the interim. May want to research going SQL rather than Cognos – could hire two SQL people for what we are paying in Cognos license fees, but not as much savings if we still need ODS.
* **Parking (BDT)** – BOSSCARS has been identified as the system we want to go with. The Oracle upgrade impacts this hugely. The system integrates with Banner. We have not signed a contract. Public Safety wants the new system installed in May and June but Information Systems does not see this as feasible. Dave asked if ongoing maintenance (at an approximate cost of $15k) would be covered through project funds or department funds. JKD said she will check. Public Safety did not complete a New System Request Form for this; therefore, Info Systems is now researching if it will need additional servers, licenses, etc.
* **Pruning Large Tables (BDT)** – BDT needs to meet with Lori, Chad W. and possibly others. Lori will initiate a meeting for this week. BDT will get with Michele Sanders re Accounts Receivable and will get back with Anita. She will need old data backed up in a place she can get to it.
* **Degree Audit (TC)** – Per LGM, this is a worry and time is ticking but she does not know which way we are going. If this is not done by July 1st, we will be without support after that. There is no way this will be done by July 1st. We need to find out how DegreeWorks will migrate with Banner 9. Can we find someone from outside to support this for one year?
* **Timeout in Banner** – With last week’s upgrade, timeouts were caused. Thirty minutes is the recommended. The max time in luminis is 180 minutes. A timeout usually also causes a 20 minute lockout. Anita has some processes that take more than thirty minutes to run (i.e. batch feed of tuition charges and disbursements). 180 minutes would cover these processes. CORE agreed to 180 minutes and looking at differentiating by Rolls. JKD would vote for at least a half day (morning and afternoon). Will research how narrowly we can define rolls/groups.
* **N2 Services, Inc.** – Workflow Development Services. Functional training has been identified as 04/11/11. Tom H. is out April 11th sand 12th. They would like to do a demon on the 13th. Per JKD, tuition demo may conflict with the 13th. Bursar and Financial Aid are in extreme need of workflow for over-awards. CORE was in agreement to add this workflow to the list and proceed with sending contract up the ladder for approval.

Meeting adjourned.