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**FACT Meeting Notes**  
**Monday, May 21, 2007**  
**3 – 4 pm; CSS 302**

Present: Lisa Besemer, Vicky Deur, Pat Klarecki, Don Flickinger, Rob Wagner, Melissa Dohnal, Kathy Fisher, Denise Grinnell, Kris Rasmussen, Craig Westman, Karen Thompson, Dave Steffens, Sara Dew and Adam Wetherell.

Absent: Jo Gerst, Kim Graboskey, Kim LaTendresse, Lori Henderson, Bruce Gilchrist, Bobbie Landreth, Sam Fattore

1. **ODS Reload Dates** - There was a concern that the Sungard consultant might not have the data he needs to review before we try a reload. The last of 19 patches needed was not placed into GOLD and Dave and Kris are not sure if the consultant wants us to install it. The reload needs to be complete before the month-end processing (worst case is that it will take 6 days to complete). Hopefully we can start this Friday/Saturday, May 25th. If not, we would need to wait until June 1<sup>st</sup>. Kris, Dave, and Denise will decide on start date. Denise reminded everyone that reports could be written against the ODS but the data might not be accurate.
  
2. **Xtender Production Load** – The servers are all set with operating systems installed. Sam and Dave will need to work together to load the application and upgrades. Banner will need to be down during some of this install. The Xtender team had a target date of July 1<sup>st</sup>. Admission will be the first office to use Xtender for Spring 2008 admits. If Sam and Dave are available June 2<sup>nd</sup>, they will schedule the installation (this could depend on the ODS install). A backup date of June 23<sup>rd</sup> was picked. NOTE: Denise has taken over as team chair on the Xtender committee due to turnover in the Purchasing Department.
  
3. **Banner up/down**
  - a. Month-end May 31 10:00pm
  - b. Will not clone Sand on May 31
  - c. PPRD Financial Aid release 7.8 will be installed early this week.
  - d. GOLD Financial Aid release 7.8 will be installed on May 31 if testing has been successfully completed
  
4. **ACT/GOAMTCH** – Craig has asked that General 7.4 be installed in some instance. He would like to test out the upgrade to see if it would help with the duplicate record problem with batch loading ACT scores. He understands that this will not help for this summer orientation students but might help in creating a temporary fix. Dev 2 might be a possibility for the install. Adam will check into it.

5. **Application Steering Committee** - Items might include need for more storage for Banner and update on ODS.

6. **Updates**

- a. **Academic Affairs changes** – Pat introduced Don who will take over Pat's responsibilities. Pat mentioned that the AA team has some concerns about procedures within the Purchasing department and plans to invite them to the next meeting.
- b. **Open Enrollment** - Bobbie and Kim have been working on the changes and Michelle will test the system this week. Open enrollment starts June 1.
- c. **SIS Migration** - Kathy believes that migration is going well. The list of data to be captured from the MF appears to be complete (no new data from Academic Affairs). Rob is looking at a way to export the data files to comma delimited form if needed later. University wide notices will start appearing about MF access being discontinued by June 30<sup>th</sup>. Karen also mentioned that they will communicate with those individuals currently using MF. A suggestion was made to include information in the communications about how to access Banner training; this may be the reason some people are still using MF.
- d. **Change Management Database** - Bruce recently used the form and some problems were found. Those areas will be addressed and retested.
- e. **Working Project Calendar** – no changes noted.

*Submitted by Vicky Deur*