Banner Live!

FACT Meeting Notes
Monday, December 17, 2007
2:30 – 3:35 pm; CSS 101FF

Present: Sara Dew, Vicky Deur, Sam Fattore, Kathy Fisher, Don Flickinger, Denise Grinnell, Bruce Gilchrist, Kim Graboskey, Lori Henderson, Kris Rasmussen, Joe Riddering, Kristen Salomonson, Steve Stellard, Karen Thompson, Rob Wagner.

Absent: Lisa Besemer, Melissa Dohnal, Jo Gerst, Bobbi Landreth, Dave Steffens.

Please remember to send a representative in your place if you are unable to attend. This is because we often need to make decisions during the meeting that we need your take on.

1. **Update on FERPA disclaimer** -- Don
   - Don talked to the Academic Senate about the plan to launch the FERPA disclaimer every time faculty or staff log into INB and faculty log into SSB. They did not receive it well. Don has asked that the President's Council:
     - Determine the appropriate stand / line that FSU needs to take on what is FERPA-protected information for Ferris State University
     - Give a recommendation on the frequency of accepting the FERPA disclaimer
     - Determine whether or not it is appropriate for student workers to view FERPA-protected information (ie, grades)
   - No development work needs to be done until these decisions come back.

2. **Clones of PPRD & SAND after December month-end** – Denise (per Dave)

   - Both can be cloned at any time during the Christmas break. Dave needs to inform Sam when SAND will be unavailable as he will be working on-and-off on Xtender.

3. **Upcoming patches and upgrades for Banner** – Denise (per Dave)

   - The soonest GOLD can be down in January is January 18th (due to start of term; Fourth Day is Jan 17th).
   - Steven will put the 1099-Rs into the Banner Change Management database as a test of that database.
   - On or soon after Jan 18th, W2, 1099-R, and 1098 patches can all go into GOLD at that time. That gives the various offices two weeks to process their work. Approved by Joe Riddering and Kim Graboskey.
   - Sara will determine in the next few days if FinAid 7.9.1 will be ready to go into GOLD Friday night when GOLD is down for month-end. If not, then she will look into when the next patch/upgrade will be available and whether or not 7.9.1 needs to go in (which is optional) or the next patch (which is required).

4. **Test Integration instance** – Denise (per Vicky)

   - In summary, all test instances will be moved to PPRD for integration testing. This decision was made easily with minimal repercussions for 90% of the applications. The final 10%

that was difficult was the implications of moving Xtender into PPRD because users who are testing will then be scanning documents and setting up validation tables, etc. in PPRD rather than a true sandbox instance. However, in order to test Banner upgrades against Xtender, the team decided that it was still worth putting Xtender into PPRD permanently.

- The team requested that PPRD be cloned along with SAND at month-end each month.

- **Appworx – (PPRD)**
- **Luminus - (PPRD, Training, SAND)** – will stay in PPRD
- **ODS – (Dev A)** – will be moved to PPRD
- **FerrisConnect (PPRD)**
- **Xtender – (SAND)** – will be moved to PPRD sometime after the Xtender Go Live date of Jan 21st; high communication needs to be done between Dave, Sam, Steven, and Lori so that minimal negative impact will occur to their users who are in the process of testing.
- **Touchnet – (SAND)** – will be moved to PPRD

For the sake of clarity – which was requested at this meeting – the purpose of the various instances is:

DEVx: development / testing area for individual module's upgrades or scripts
SAND: development / play area with open access for programmers to do anything in their area
PPRD: final testing of a developed product (script, upgrade, etc.) with the same releases and access as PROD
PROD: live database

5. **Team Reports / UAPs –** Various

- Integration – The week of May 12th will be the Go Live of the upgrade and new layout of MyFSU
- Training – Would like to deliver Banner and Security training through FerrisConnect by hiring an intern to develop this course material and provide it to new employees.
- Finance – MarketPlace to provide one solution for receiving on-line credit card payments for products to further move Ferris toward PCI compliance; notifications are going out in the next two student bills reminding students that as of March 1st if they are paying by credit card, they will only be able to make that payment using TouchNet (or in person).
- Student – hasn't met in a year; will meet on Jan 17th; Kathy would like to see a UAP for additional WebFOCUS licenses.
- Xtender – recommendation to add this team to list; Kathy and Kristen would like to see a UAP for additional Xtender licenses

6. **Vista Representative** – Denise determined that Vicky Deur could fill this role.

Submitted by Denise Grinnell