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## FACT Meeting Notes Monday, February 4, 2008

**Present:** S. Fattore, K. Salomonson, K. Thompson, K. Fisher, D. Flickinger, B. Landreth, M. Dohnal, D. Steffens, K. Rasmussen, J. Cook (for D. Grinnell), K. Lake (for S. Dew), K. Graboskey, J. Gerst, V. Deur, S. Stellard, J. Riddering, R. Wagner, and B. Gilchrist.

### 1. Upcoming software projects that affect Banner or integration with Banner

- AppWorx upgrade – March – Funding for install, but not sure if we will do it or if we will hire their technical installers. Will try in test first.
- Marketplace –February/March – Not scheduled and there will be a lot of testing needed. Have a Marketplace Team and a PCI Team.
- FerrisConnect upgrade – Spring Break – Looking at March 18-16. There is a concern about midterm grades and they should be in by March 10. FerrisConnect Team is reviewing.
- MyFSU upgrade, parallel deployment, IntComp (integration with Banner) – May 12-16 - Will work with current production system and new production system which will allow for limited downtime. There is a current maintenance issue, but restore can be done from weekend backups. Failover will be to use current production system. Concerns were expressed that final grades are due so work will need to be done at the end of that week. Vicky requested a volunteer MyFSU Upgrade Team to determine reload of faculty, staff, and student records. Jo Gerst, Kim Graboskey, and Don Flickinger volunteered. A TAC representative will also be invited to join the team. Vicky will chair the team.
- Intellicheck (Evisions) – No update.
- FormFusion – Will be done in the spring after Intellicheck upgrade.
- Application Server will need to be upgraded to Oracle 10g. Unsure of timing. Will also upgrade database to 10g. Requested additional info on if Xtender needed to be upgraded to go with this.

### 2. FERPA/Security updates

- FERPA disclosures on password changes – President's Council agreed to have passwords change every 120 days. Vicky indicated that we would need a team to work on this because we don't think we can do it via Novell password changes and we need to decide who all has to get the FERPA notice. FERPA Team will consist of Vicky (Lead), Jo Gerst, Lori Henderson, Kristen Salomonson, and Don Flickinger.
- Xtender access for students – President's Council agreed that select student workers could have view only access via the generic Banner student accounts.
- Xtender Printing – We are requesting that all users limit printing wherever possible. Some circumstances require them to print, but most do not.
- Self-Service Banner Xtender Access for Faculty – President's Council approved moving forward with this ability. Bruce indicated that the only testing not done was multiple users logging in at once. This has only been tested with two people logging in at once.

3. **Xtender Go Live update** – Sam reported that the “go live” went well. DocuShare server is needed until end of spring semester. Sam also requested 150 gig somewhere he could store pdf documents from DocuShare. Kristen indicated that more licenses were being requested through the Unit Action Plans and if approved, would be purchased as soon as possible (hopefully before March registration).
4. **Banner Team Structures** – Please send revisions of the charge to Kristen and flow chart changes to Karen. The changes will be reviewed at next FACT meeting.
5. **Non-Employee Banner Procedures** – Vicky reported that the procedures are in place, but they are just starting to get requests in.
6. **Thursday (2/7) Banner Server Maintenance** – Non production Banner instances will be down at 5:00 p.m., Prod ODS will be down at 8:00 p.m. and Banner Production will be down at 10:00 p.m.
7. **Team Updates** – Most teams have meetings coming up in the near future.
8. **Next meeting – February 18, 2008 CSS 101ff**

*Agenda Items for Next Meeting*

- Review FACT Charge and Flowchart

*Submitted by Lori Henderson*