
Applications Technical Team
Wednesday, August 15, 2007
11-11:55 am; WES 206

Meeting Minutes

Present: Terri Aldrich, Syed Ali, Jim Cook, Vicky Deur, Melissa Dohnal, Kathy Fisher, Jerome Forbes, Bruce Gilchrist, Denise Grinnell, Kim Graboskey, Lori Henderson, Bobbie Landreth, Kim LaTendresse, Paul Peoples, Kris Rasmussen, Steven Stellard, Rob Wagner, Bruce Werner

Absent: Michael Cline, Sam Fattore, Pam Harvey, Dave Steffens,

1. Start of School Year needs –

- Drop for no payment process and testing of release of seats
- Bookstore advance / charges
- Financial Aid refunds
- Ad hoc reports for enrollment numbers
- New employee and student employee access requests
- ID changes (these are coming in pretty frequently right now)
- Library file for new employees was sent this week (will be put in ReportCaster)

2. Mainframe status –

- Payroll requested 3 major RDS reports
- Kathy has all data off the mainframe and is finishing the final imports and web reports
- Jim will leave the mainframe up for the time being

Additional discussion –

- Need to remember to delete the SSN from the Alternate ID field; take this item to FACT
- The Library needs to stop using the SSN as the key for their uploads; Bobbie will take to them
- Several people expressed concerns about the electronic and printed campus directories being public. Denise determined to call a sub-group of those who have had a part in various extracts to address this: Kathy Fisher, Bruce Gilchrist, Bobbie Landreth, Terri Aldrich, Adam Wetherell

3. WebFOCUS upgrade update –

- We now have a test system for 7.1.3
- The upgrade (complete installation required) for 7.6.1 has not been successful after several attempts. Vicky has requested a consultant to come in and upgrade our test and production systems.

4. Banner Upgrades timetable – see *handout*; in addition:

- HR will have W2 and IPEDS upgrades in December
- AR will have a 1098T upgrade in December

5. Various Updates –

- Millennium upgrade: a test environment has been created and is being tested prior to the upgrade
- Xtender for Admissions: go live in mid-September

- Xtender for Purchasing: testing phase
- Fiscal year end: auditors are here this week
- Upgrade to Microsoft Office 2007: Several programmers have discovered that WebFOCUS reports that launch an Excel document and have drill down features don't work in Office 2007. Office 2007 also do not allow macros to run. Steven suggests a dual install of Office 2003 & 2007.

6. "Best story / project" – *skipped*

Additional Topic –

- Re-clone SAND next week to facilitate Syed's testing of the Drop-for-no-payment process:
 - HR has Employee Self Serve testing in process in SAND
 - Finance has new employee training and testing in process in SAND
 - Kathy has migration scripts in process in SAND
- After extended discussion, Denise determined to take the discussion off-line for brain-storming and discussions with management about implications of the risks of taking Banner GOLD down vs. risks of not testing thoroughly.