**ERP CORE TEAM**

**Date: 01/14/13 @ 8:30 a.m.**

**Location: Heritage Hall**

**Submitted by: Carla Thomas**

**Members Present:**

**Linda Miller**

 **Brantly Travis Anita Poynor**

**Fred Dietz Bob Pervine**

 **Carla Thomas Deanne Toby**

 **Tom Hoffacker Linda Myhill**

 **Jackie Dudley Josh Jacobs**

**Members Absent:**

**Lori Mitchum Tracy Roberts**

**Guests:**

**None**

**New Items:**

* **New Member** – Welcome Deanne Toby new Core Team member.
* **BRM Update (LGM/FD)** – Signed contract 12/16/11 to develop Degree Audit program to replace the current outdated product and also to purchase BRM to replace Hobson’s. Last fall Ellucian announced end of life of our current BRM product. We are now starting from scratch. There is a meeting scheduled for 3:30 tomorrow to find out what our status is. Also, they have a pre-planning meeting tomorrow which they are going on with as thought they will move forward with the new replacement product. Funding is the factor. New product is called “Recruiter.”
* **Update re: Password Consolidation (LGM)** – Password Consolidation was rolled out to PROD, but due to problems they had to roll it back. Now looking at having password consolidation ready the first part of February.
* **Scheduling TreQ Demo set for Monday, January 28th at 1:30.** New name: Transfer Equivalency Self Service. Will take about an hour and will be saved as WebEx. Bill Churchman proposed a May install. It was stated that this cannot be installed until DegreeWorks implementation is complete. Tracey is the team lead but Maria from the Transfer Center will be attending the WebEx. Josh said Athletics (Matt Kelly) may be appropriate to put in the WebEx loop. LGM will let Tracey know.
* **Starting Teaching/Advising Tab on myGate** – There is much enthusiasm for the project in Info Systems. Cassidy Palmer and David Jeffress have met with the group and changes seem doable. LGM will have them include Bob Pervine in future meetings.
* **Whistleblower System (JD/LGM)** – Adopted into code of ethics at the last Board of Regents meeting. Working with IT to draft the on-line anonymous reporting option. Working on compiling alerts to campus regarding options. Internal Auditor, Michele Saxton, has been designated by the Board of Regents to evaluate messages and forward them to appropriate area(s). She will also monitor the voice mail messages. Link will be in the bookmarks section of Employee tab on myGate. Human Resources will include this in the New Employee Orientation information.
* **Maintenance/Upgrades and Other Miseries (BDT)** – The next scheduled maintenance window is January 27th. Staff will be doing two months work of patch installs. In addition, Network Services needs an additional six hours for patches to their systems. So, a 6 am – 6 pm maintenance window is requested. There is a renter in the Curris Center that may need something special set up (per Josh J). Josh will have someone get in touch with them and find out. Let BDT know today is any problems are foreseen with a 12 hour maintenance window on January 27th. There may be two outages/maintenance windows in February (regular plus password consolidation).

**System Updates:**

* **DW (Upgrade to 4.1.1 Complete)** – Tracey said they need a clone prior to T2 training in February. Test upgrade looks good.
* **TreQ** – See above.
* **KBUG (Kentucky Banner Users Group)** – Lori Mitchum is the MSU representative on KBUG. They have asked her to submit dates at the end of May and June that would work for scheduling a KBUG meeting. LGM will forward an email to CORE. Eastern KY university will host the meeting this year.
* **Clean Address** – Tracey and BDT will meet to discuss configurations. They need to check with Dave McKenna regarding his groups availability.
* **TN Mobile App – Still on for February Implementation? (Anita)** – Per Anita it will probably be in March before implementation is completed. They still are not on the schedule.
* **MapWorks** – Up and running but completion rate (by students) has not been as high as hoped.
* **Bookstore (BDT)** – New system sin in place. They are in the process of testing payment.
* **HBS (JKD)** – Distribution of time clocks still pending; card readers are not on them; HBS has completed coding for an individual being in multiple positions; FM, Public Safety, and Dining Services was supposed to be testing; JKD not sure how much testing has been done. The next step will be to get the card readers out.
* **BDMS Retention – Still no official word from Ellucian (LGM)** – Waiting for Ellucian to include a way to flag a document’s need for retention by document type. Also having difficulty in deleting documents in mass.

**Other:**

* Ricky Cox is expanding his current work on retention and managing expectations of students.
* Per Josh, the Board of Regents continues to talk re: metrics for tracking; Luminus docs have dashboard options; Monarch also has some capabilities for metrics.

Meeting adjourned at 9:55 a.m.