ERP CORE IMPLEMENTATION TEAM
Date: June 27, 2008
Location: TN Room, Curris Center
Submitted by: Jackie Dudley

Members Present:
Jackie Dudley

Tracy Roberts	**Linda Miller**
Phyllis Baurer	**Stacy Bell**
Anita Poynor	**Josh Jacobs**
Linda Myhill	

Members Absent:
Visitor
David Ackerman
Allison Leonard

The meeting opened with greetings from David and Allison.

Allison indicated that she planned to bring her supervisor, Dale Laudenback, to Murray the next time she visits.

Linda Miller discussed, what appears to be a SGHE organization problem with the lack of consistence in contacts with the University and SGHE not having a "constant" assigned to our Luminis project. She did stress that we have been satisfied with the individuals that have been assigned to work on our project; however, they switch multiple times and we have to spend time getting new SGHE tech staff up to speed.

Allison and David asked for an update on Luminis open items.   Linda indicated that these have been exchanged with SGHE Luminis folks multiple times, but that she would email Allison the most recent list.

Allison said that she would work with the Luminis Practice Manager to get an organizational chart of Luminis staff on their side working on the project. This may help us to know who to contact.

Allison also indicated that Campus Pipeline (Luminis) had a different way of doing business than SG. This has created some problem for SG in managing project where Luminis is involved. She felt that SG was trying to make improvements, but that unfortunately these would not help us.

Linda Miller explained to David and Allison the some of the burden the University has to deal with concerning the fact Luminis will not be able to go live with Finance. IT has had to reassign a full time staff member to handle the multiple sign on issues.

David A. indicated that the SGHE Luminis folks do not have a lot of experience with the load balancer we have. More of their clients are getting this; however, they were not prepared to service our configuration.

Jackie asked David and Allison is they could explain why the University is in this situation with Luminis after the University went through extensive planning phases with SunGard and no concerns were brought to our attention during these planning and scheduling sessions. David and Allison indicated that they could not provide us with an explanation at this time. Allison is to speak to others within SGHE and have a document prepared in regards to this request.

Jackie expressed some continued concerns about the SGHE billing process and that bills were not delivered consistently each month and they came in sporadically and she was concerned that she may not be getting

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them all. It was Jackie's understanding that bills would be emailed to here as well as mailed; however, these have not consistently been received via email. Allison said that she would begin emailing the billing drafts to Jackie. Allison explained that SG is in the process of rolling out SAP for the management of their accounts receivables. Many team members expressed a great concern about SG using a product other than their own and found it very surprising that were not using their own A/R application. David explained that they are not an educational entity and they thought they could get SAP up and running faster than customizing one of their products.

Jackie inquired about any decisions that might have been made regarding the University's remote DBA hours that are scheduled, by contract, to end on June 30, 2008. David is checking to see if these can carryover to the end of the 2008 calendar year. He may have an answer for us by the end of next week.

Jackie asked what the University is to do when consultants are on vacation or not available. David indicated that he would be our contact to get questions answered if the consultants were not available.

Jackie inquired about any outstanding issues with Blackboard. Linda indicated that she had been expecting a report from Lori M. @ SGHE from the phone call a few weeks ago. David said that we should have this report by the end of the day today.

Allison wanted to know if we had been using the MABUG list servs. Jackie indicated that she had not and was not sure about other areas. Allison encouraged the team to get involved in MABUG and SETA.

Allison and David left the meeting and the team continued with other items.

Phyllis discussed the SAN maintenance and the group approved the SAT 7-26-08 noon-midnight scheduled.

Linda Miller brought up the DBA access for the SG trainers. Jackie mentioned that there had been access problems in a few of the FI training sessions and the programmers has experienced access problems in these sessions also. It was discussed the trainers and programmers need query only access. Not access to change any data in the production database. Linda was to go back and discuss with the DBAs.

Jackie inquired about the email account creation and retention proposal that the student team was trying to complete. The group identified there were still several concerns and issues to resolve and that IT and the Student Team would continue working together to develop a proposed procedure. Anita indicated a procedure need to be in place by the fall 2008 semester.

Jackie discussed that some depts. are requesting access to Banner Prod for their student workers. A final decision was never made by the Core Team in regards to this issue. The team had a lot of discussion about this issue and made to decision to create a signon, when requested by a dept, for each student workstation (PC) in an area. These signons would need to be uniquely created with specific security class assignments, based on the need for each area and what the students will work on. Supervisors will request these signons and will be provided the signons with instructions to not release the data to students. Supervisors will be charged with the responsibility of signing on to each system when needed by the students. These signons will NOT be released to student workers. Jackie said that she would develop some draft procedures and route to the group for input.

Signons for Temps was also discussed and was decided that these would not be handled in the same way as students. They would follow the same access as regular staff.

Anita inquired about the campus confidentially agreement and wanted to know if it was in place for depts. to use. Jackie indicated that this was to be worked into the Security Team form to request access and this process was not finalized yet.

Tracy recommended that Kathy Kerr be added to the security team because of FERPA. It was also decided to replace Charles Vinson and Joyce Gordon once permanent replacements for them had been hired.

Jackie adjourned the meeting.