**ERP CORE TEAM**

**Date: August 1, 2011 @ 8:30 a.m.**

**Location: Curris Center**

**Submitted by: Carla Thomas**

**Members Present:**

**Linda Miller**

 **Tom Hoffacker Carla Thomas**

**Josh Jacobs Linda Myhill**

 **Brantly Travis Bob Pervine**

 **Anita Poynor Jackie Dudley**

**Members Absent:**

 **Tina Collins Lori Mitchum**

 **Fred Dietz David Blackburn**

**Guests:**

**None**

**New Issues:**

* **Pruning Table – New Instances** – Pruning log-in table for Fin Aid/Reg. Pruning these would allow space for new instances to be created for TEST.
* **Bookstore** – Contract appears to be looming. No NASF and other missing communications. LGM will contact Karol H to set an information meeting. eBook system will be part of the new system through a third party vendor for a one year period. More of a partnership via a link on our website.
* **QR Code “Policy” – Anyone know anything? Lindy Myhill?** – Quick Recall Code – Printing Services has already started this on all printed materials such as business cards and brochures.
* **New P120’s machines in Gatehouse. Anyone use them yet? Got feedback?** – No one here has used them.
* **PCI Training (and more) will be available soon.** – Personal Credit Card Industry (PCI) for places accepting credit cards insuring the university is meeting federal guidelines and requirements. Contact Cassidy Palmer for in-house developed trainings.
* **Maintenance Dates/Times/Issues** – 6 am to noon on Sunday. Cognos will be down to address some space issues.
* **Parking (LGM)** – Currently in testing phase. Strong possibility this may be in place for information luncheon next week if testing is complete. Can sign-up online and pick up parking tag at luncheon. Pay via payroll deduction.
* **Planning/Strategic Indicators – SACS Linkage (LGM)** – Goal sheets coming out as early as this afternoon or tomorrow and due back in mid-September. Previous years are posted on the President’s website.

**Lingering Issues:**

* **LGM has had no comments/additions from anyone to this.**

Comprehensive list of the systems you are considering within the next 18 months:

* + - Housing
		- Kronos
		- Enrollment Management
		- Workflow
		- EPAFs
		- DegreeWorks
		- EDW
		- Others?
			* Bookstore
			* Mobile Bill Payment Apps
			* Integrating People Admin w/Banner
			* On-Boarding App for Human Resources (per Tom H. they don’t plan to pursue much for the next 9 months)
			* Open Enrollment through Banner for October 2012
			* Payment Card (payroll and student refunds) to replace checks cut for those who have not signed up for direct deposit.
* **EPAFs/Workflow (JKD/BDT)** – BDT would like to delay further work with this until September 1st due to so many other things going at this time. Group will reconvene in September for EPAFs.
* **Limitations of Banner Address Sequences (From David Blackburn)** – Banner limits the number of addresses tied to an M # to 99. It may only be of concern to one M number; but we have to deal with that limitation. Two alternatives have been identified: Create an additional M # for the entity, or create an additional address type.
* **Month-End and Year-End Processing in Banner (Anita P)**  -- Anita has talked with a couple of other schools and they shut down during month end for approximately 2-4 hours to complete reporting and processing. On the last day of the year they shut down anywhere between 6 and 8 and during the system back up once the reporting/processing/backup are completed. The reports and extract are running on scripts.
* **STARS** – All good? Can this come off the agenda? – Per Lori Mitchum’s email, all is well and this can be removed.
* **Kronos (BDT)** – BDT will stress to Debbie Wagoner that she is point lead on this.
* **Housing – When can they purchase and implement a new system? (BDT)** – Needs to be in place by October 2012 to have ready for Fall 2013 use.
* **Web Services Software Implementation – Declining Balance (FD)**
* **Cognos Report Writer (BDT)** – Selected four people to first tier; one person dropped out due to salary, one person has agreed to a phone interview, and the other two did not respond. Dropped to 2nd tier and set phone interviews with two individuals from tier two. Phone interviews will be this Wednesday.

Meeting adjourned 10:05 a.m.