**ERP CORE TEAM**

**Date: November 7, 2011 @ 8:30 a.m.**

**Location: Stables Patio**

**Submitted by: Carla Thomas**

**Members Present:**

**Linda Miller**

 **Tom Hoffacker Carla Thomas**

**Fred Dietz Lori Mitchum**

 **Brantly Travis David Blackburn**

 **Anita Poynor Kristina Jackson**

 **Linda Myhill Bob Pervine**

 **Josh Jacobs**

**Members Absent:**

 **Jackie Dudley**

**Guests:**

**None**

**General Discussion:**

* **Parking Update (BDT/LGM)** – Boss cars form not working in PROD, is working in TEST. Only one form (hearing hours) is not working correctly. We have a work-around. Ballard and Pritchett have been working with them quite a bit the last couple of months. Not having much luck in getting response from Boss Cars. Info Systems feels Boss Cars has not been taking it very seriously because we have been working it. We have gone as far as we can. Turning it back to Boss Cars.
* **eMail Status (LGM)** – Seems to be going well. Not receiving calls/complaints. Horrible fishing email going around this morning from the “myGate email team”. Security on-line training – how to convey the seriousness of completing this.
* **Transcripts (see not from Tracy below)** – Asked Kristi to check on status of this. BDT reported that Admin Computing may not be able to complete what is needed in the required time frame. Tracy is researching what they need.
* **Maintenance (BDT)** – Network maintenance could not be performed this past weekend due to Rifle team. Linda Myhill will get a schedule for future Rifle Team dates. Next regular window (the 13th) is also not a good time. Proposed this Wednesday night from 9 pm to 3 am, Nov. 19th and 20th (two six hour windows 6 am to noon), or a 12 hour window on November 20th. Anita and Kristi felt one day (6 am – 6 pm) would be better on Nov. 19th if possible. LGM will check to see if the 19th is possible. She will let everyone know. BDT requested everyone look at December for possible maintenance dates. . . may have to do two windows in January. Jan 8th is a possibility and 22nd if Financial Aid updates are available. Nov 29th is okay if Fin Aid release is received late. Still need Oracle upgrade.
* **Bookstore Update (BDT/LGM)** – Bookstore checked with SouthEastern Book regarding upgrade requirements. They (SouthEastern Book) are PCI compliant. It would require an upgrade of SQL. They are planning to schedule the upgrade and go with this system for the next year. Bob P. will call Hal for an update on eBooks. Per Anita the Bookstore plans to update the book order forms to include a section for faculty to choose if they allow eBooks or not.
* **Kronos (BDT)** – Met Friday afternoon to go over RFP guidelines. Evaluations are to be completed this Thursday and then bring in the top two or three to come in to do demos.
* **Change Control Form (BDT/LGM)** – Need to consider modifying form. For was distributed and discussed. The normal process is patches that come out in October go in to TEST in November and to PROD in December. This form would be used for request of early implementation of a patch. Forms will be emailed to CORE team members for review and approval. LGM and BDT will put out as a Google doc with approval check boxes for each. Hope to do a workflow at some point.
* **Monarch (JKD/LGM)** – Anita reported 7 copies of software has been purchased and the first training webinar (three days) was this last week. She believes Monarch will be very beneficial for the Bursar’s Office. Monarch is user-friendly and meets many of their needs. There are some concerns, such as the increased need for data extracts. Accounting will have a four-day training next week with Monarch representative on campus. On-line help was also well received.
* **SunGard Presentations (BRM, DegreeWorks, Course Signals)** – Course Signals did not prove to be received as very beneficial to MSU. BRM (Banner Relationship Management) and DegreeWorks were well received. The SunGard heavy hitters are coming in tomorrow. LGM needs information from Kristi’s area. Kristi shared that Tracy wanted College Source to come in to do a presentation. SunGard has requested we send them any questions we have prior to their visit at 2 pm tomorrow. May have a short window to make decision due to pricing being better now than in January.
* **TouchNet 6.0 Upgrade** – Anita has sent info to BDT and Michele. She has added Michele, BDT, and Dave McKenna as points of contact for TouchNet.
* **Assessment Plans** – LGM will send Information Systems Assessment Plans to CORE once Tom D. has reviewed.

**Background Information:**

Email from Tracy Roberts:

Sent: Wednesday, November 2, 2011 7:55 AM

Subject: Design changes to transcript

Brantly & Shawn,

I need to work with you on what is possible to print on our transcripts. We have to comply with a State House Bill (#160) and include some new data elements on it. All the data elements are in Banner or in Darwin.

Wendy, Ashley, and I will first gather the particulars and send it to you. I just wanted to give you notification or a coming request that will need to be completed (in TEST) fairly soon (prior to Nov 16).

Meeting adjourned 10:10 a.m.