Date: November 9, 2016

Attendees:
Mark Adams, Donna Artho, Jacob Chandler, David Hammonds, Rose Kader, Matt McKnight, Scot Mertz, Chuck Mize. Phone: Karyl Horn, Leah Mulligan, Tessy Rappe, Renee’ Starns, Heather Thielemann, David Verghese.

Agenda:

1. Welcome & Good things (All)
   A. Matt – Advance Registration
   B. Donna – State Report
   C. Scot – On-line Transcript Process

2. Needs (All)

   ➢ Please send this information on to those that test in your respective areas.
   ➢ Notify Matt McKnight of who is testing so that he can communicate with them properly.
   A. Banner 8 Components
      i. General 8.8.8
      ii. Financial Aid 8.28
   B. Banner XE Components
      i. General 9.3.0.29 + TCC
      ii. Finance 9.3.0.29 + TCC
      iii. Position Control 9.3.0.29
      iv. Payroll 9.3.0.29 + TCC
      v. Accounts Receivable 9.3.0.29 + TCC
      vi. Banner Document Management 9.3.0.29

4. Portal
   A. IT@Sam has developed a mockup of an in-house developed portal, which can be viewed at http://portal.shsu.edu. This is a proof of concept with limitations. This is also a part of the disaster recovery plan and could work if Luminis fails.
   B. IT@Sam is developing a focus group that can provide input/feedback about how this system could function for our campus and what we would like it to be in the future.
      ➢ Please send Rose Kader names of individuals from your respective areas that you would like on this focus group.

5. XE Usage Discussion and Feedback
   A. IT Enterprise Services is working with Ellucian to address system timeout issues.
   B. Jacob asked for feedback on how XE is performing and who is using it actively.
      ➢ Please encourage your respective employees to document and report issues.
   C. Jacob provided a handout comparing Advance Registration Usage in XE vs. SSB
6. Possible Budget Items and/or Resource Commitments
   A. With the purpose of this group being to make decisions about resource usage in relation to ERP, the below items are being considered for FY2018, and will have a budget or resource impact.
   B. These were discussed at a high level today, and IT will seek ERP Planning Group support at the December meeting to present at future budget meetings.
      i. TSUS Banner Human Resources
      ii. College Scheduler – Schedule Planner
      iii. Ellucian Workflow – ProcessMaker (http://www.processmaker.com/)
      iv. EAB Guide
      v. SciQuest Total Contract Manager
      vi. GradLeaders – Outcomes Survey
      vii. Document Retention
      viii. Reporting
      ix. OCR invoices
      x. E-Signature
      xi. Dean hired for the new D.O. program, possible needs there
      xii. Elevate (Flex Reg coming to end of life)

➢ Please let Jacob know if there are other potential items that need to be considered now or in the future.

7. Reporting and Analytics Working Group Update
   A. The Reporting and Analytics Working Group met this week to discuss our current reporting environment.
   B. The scope of discussion right now is:
      i. What are our current and future reporting and analytics needs?
      ii. Do we have the right tools to meet these needs?
      iii. Do we have the right organizational structure, standards, training, and processes to support these needs?
      iv. Do we have the right staffing levels to support these needs?
   C. Our target timeline for a recommendation is no later than FY2019 budget cycle.
   D. We are in the process of scheduling recurring meetings and expanding membership.

8. Needs Revisited
   A. Donna – Data Standards Committee
      i. Jacob stated he will schedule this before our next meeting.

9. Launch

“I learned this, at least, by my experiment; that if one advances confidently in the direction of his dreams, and endeavors to live the life which he has imagined, he will meet with a success unexpected in common hours.”
- Henry David Thoreau, Walden

Attachments:
1. Advance Registration Comparison