GBC iNtegrate & ML Meeting

September 10, 2010

Minutes

Berg Hall Conference Room 2-3pm

Present: DJ Smith, Laura Smith, Jodi Gerrits, Andy Moore, Tony Villalobos, Pat Anderson, Tawny Crum, Scott Nielsen, Ginger Holiday-Houston (SCS), Lora McCarty, Julie Byrnes, Keitha Donovan, Marsha Holford, Jan King

Backfill – Introduction of Andy Moore – review of all positions that have been filled – Computer Services, Admissions & Records, Controller’s Office, SIS Operations – Fin Aid is the last to hire for the position

TMCC and UNLV are live in Fall 2010 – formal reports from those institutions to follow

R25 (room scheduling software) installation – DJ will contact TMCC. Interface is close – it is off by just 2 fields that need to be resized. Then all is needed is testing and then we can go live. Lora will follow up with DJ early next week

Admissions – Meeting this week to continue going over the web application again, it is available on the portal for anyone to test, discussion about High school student choices, determining residency, international office review, GBC & TMCC would like to keep the email optional on the application

Academic Advising – no meeting this week, Laura is working on naming conventions, Keitha is working on sample course lists, Jan is reviewing UPK and transfer test scripts are complete

Student Records – Test scripts continue, Catalog is close to being live in production, CPP conversion will be soon, enrollment conversion will be in November, consultant onsite 9/21 & 9/22

Portal – Susanna not in attendance but she is waiting on SR for table names for queries she needs to start developing

Financial Aid – Spent 3 days with the consultant, working on direct loan setup, loan type names have been changed (informed Tony), Amy will start training on ISIR

Student Financials - Justine went to Reno to work with the consultant, worked on 3rd party contracts and waivers, consultant onsite 9/21 & 9/22

Security & Technical – DJ reminded everyone about not to use the ‘remember’ password feature on Hyperoffice, and informed the group that there is a meeting on 9/15 to begin discussing the blackboard & PS interface

Other –

Lora discussed EPM – Enterprise Performance Manager, Lora reminded everyone that this is the data warehouse and that it will be rolled out with the module golives. When a new IR person is hired, they will be in charge of the EPM installation.

Lora discussed the new CCI Project Lead – with Todd McElroy’s promotion, Melanie Hinds is joining NSHE from the Nebraska project

Lora informed everyone of the Snag IT and Powerpoint presentation available to all on 9/24 – see GBC website. Lora also updated everyone that we are waiting on a quote for 15 licenses and we would then order Snag IT, at that point Sonja & Lora will ask Module Leads who in their areas need the licenses.

Lora reminded everyone that as they get timelines from their consultants to please bring them to the Friday meetings and forward them to Sonja & Laura. This will help create a GBC iNtegrate timeline.

Lora reminded everyone to look at next 4-6 months and take time off and get rest before next year’s roll outs start

Lora asked the team if the afternoon of 9/28 would work for QBU training. No objections were raised. But the team did have lots of questions about whom was attending QBU and the next round of Query training. Lora & Sonja to follow up with the team.

Lora discussed Hershey implementation, GBC’s strategy, and we are looking for a volunteer to lead this implementation.

Lora informed the team of Administration’s pursuit of a Communication Committee to help spread the word and develop ideas of how to get the information out to the campus, centers, and community.

Lora informed the team that Micheline Craig, the GBC iNtegrate project student worker would be starting next week and to remember that status reports and work plans need to be completed.

Next meeting – September 17th