Implementation Team Meeting  
February 1, 2002

Present: Carolyn Alexander, Dave Bledsoe, Susan Crosier, Bill Fritz, Charles Gilbreath, Dan Hammond, Mike Moore, John Pratt, George Rainbolt, Julie Sullivan, Wanda Taylor, Winnie Tsang-Kosma, Jeff Walker

Approval of Minutes
The minutes of the January 11, 2002 meeting were approved as distributed.

Announcements/state of the project
The Implementation Team retreat is scheduled for next Friday, February 8, at Timber Ridge. Bill stated he understood it was a busy time for team leaders, but felt two reasons necessary for the retreat were: 1) Continued leadership development and more importantly 2) to discuss the real hurdles left for getting in place for this summer. Between now and next Thursday, Team Leaders should send issues to Bill facing them that are most critical to their teams and plan to lead discussions regarding hurdles and possible solutions. The retreat will start at 8:00 a.m. with breakfast.

What do we call "GoSOLAR registration"?
A decision is needed on the name for registration to replace TEMPO-Web. One suggestion was "on-line registration". The consensus of the Team was to keep the name simple and stay with GoSolar Registration. GoSolar Registration needs to be publicized.

Minimum system requirements for "casual" and "heavy" users update?
Bill reported he is still getting questions asking if the minimum system requirements for "casual" and "heavy" users is overstated and questions about where the money to buy new machines would come. Team leaders were not certain they had received the “revised” minimum system requirements Keith had sent via email. Bill will forward Keith’s revised message to the team.

Minimum GPA requirements for Communication and Computer Science
Bill reported two proposals to change the minimum GPA requirements are being discussed. One is to require a 2.2 GPA for 4000 and 3000 levels in Film & Journalism and another is 2.3 at the 3-4000 level in Computer Science. George reported the proposals have been committed to a subcommittee, but have not met. If the proposals are approved by Admissions and Standards, Arts and Sciences wants them enforced immediately for Fall 02.

The team felt there were considerable risks for attempting to enforce the requirements for Fall 02. CAPP does not work 100% and will hamper registration, possibly slowing it down. Bill reminded the team of an earlier decision that the Implementation Team would not endorse doing anything new that is not already being done. The consensus of the Team was to stick to that original decision and agreed they would not endorse implementing the new GPA requirements no earlier than Spring 03 and depending what happens with Mock Registration, would prefer Summer 03. The Team felt the first registration cycle should be a means of testing the system. George will carry the Implementation Team’s concerns back to Admissions and Standards.

George explained the rationale for the proposals was for students with low GPAs that cannot graduate but get in the classes and take seats from those who need them to graduate. Charles suggested graduating seniors should be encouraged to participate in Mock registration in order to register in advanced registration.

Scheduling request from CHHS (no more Kell please!!)
Bill reported he had received a request from the College of Health and Human Sciences that their classes in Kell Hall are scheduled proportional to the other colleges. Schedule 25 preferences are based on old information when CHHS wanted to be scheduled in Kell Hall. Now, no one wants to be scheduled in Kell.
Charles stated due to technology requests only 6-8 rooms are used in Kell. Bill caution Charles and Carolyn to make sure all the colleges share in classing scheduled in Kell. Schedule 25 testing will be done next week.

**Security/departmental access**
Dave Bledsoe stated team leaders should begin thinking outside their modules and discussing security and departmental access within the other areas and start testing in BQA so that any issues would be corrected before going live. It was suggested that profiles need to be advertised. Other issues include access to tables behind the values. Susan Crozier cautioned the Team Leaders to make sure DBAs copy all of the tables and forms behind the forms and tables. The DBAs do not know Banner as well as Team Leaders assume.

John Pratt distributed a draft of Banner Security guidelines, but indicated Cherise was developing a more comprehensive document describing the process for requesting Banner security/access and resolving security/access related to issues. John will send the document electronically to the Team Leaders.

**Reporting instance?**
Mike reported his team is having trouble finding a populated instance to do anything with. A Mirroring systems is still being held in the FY03 budget. Oracle version 9 and 11 would help with some of the reporting needs, but SCT is not up to those version. Bill will find out at Summit when SCT is going to version 9. A suggestion was a copy of BPROD, a total mirror of BPROD, to use for reporting. Using BPROD would slow down the system, possible locking up the system.

Bill reported the budget for next year looks grim as the University is facing $5 million hit in budget. There are various discussions across campus addressing how to address the budget including handling it proportional or looking at it strategically and cutting where appropriate. Since Implementation is winding down, Bill is working on the Post Implementation budget.

Dan H. reported he and Karen had met with Student Support Services and had a discussion regarding how Banner should store confidential information.

George reported discussing with Carolyn and Rebecca about Scheduling and student accounts problems. George, Susan and Carolyn will meet to discuss the fee waivers structure.

Carolyn reported two colleges will bring their departmental users on-line for Catalog/Schedule. The departmental users were happy with Banner and functional training went well.
<table>
<thead>
<tr>
<th>Decision or Action Item</th>
<th>Description</th>
<th>Assigned To</th>
<th>Due Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Action Item A-020201-01</td>
<td>Between now and next Thursday, Team Leaders should send issues to Bill facing them that are most critical to their teams and plan to lead discussions regarding hurdles and possible solutions. (For Retreat 2/8/02)</td>
<td>Team Leaders</td>
<td>February 7, 2002</td>
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<td>Action Item A-020201-02</td>
<td>Bill will forward Keith’s “revised” minimum system requirements for “casual” and “heavy” users</td>
<td>Bill Fritz</td>
<td>February 8, 2002</td>
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<td>Action Item A-020201-03</td>
<td>The consensus of the Team was to stick to that original decision and agreed they would not endorse implementing the new GPA requirements no earlier than Spring 03 and depending what happens with Mock Registration, would prefer Summer 03. The Team felt the first registration cycle should be a means of testing the system. George will carry the Implementation Team’s concerns back to Admissions and Standards.</td>
<td>George Rainbolt</td>
<td>February 15, 2002</td>
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<td>Action Item A-020201-04</td>
<td>John Pratt distributed a draft of Banner Security guidelines, but indicated Cherise was developing a more comprehensive document describing the process for requesting Banner security/access and resolving security/access related to issues. John will send the document electronically to the Team Leaders.</td>
<td>John Pratt</td>
<td>February 15, 2002</td>
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<td>Action Item A-020201-05</td>
<td>Oracle version 9 and 11 would help with some of the reporting needs, but SCT is not up to those version. Bill will find out at Summit when SCT is going to version 9.</td>
<td>Bill Fritz</td>
<td>March 23-27, 2002</td>
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