
Off to the Races All Hands Meeting



August 10, 2007

Agenda

1. Welcome and Thanks Chris Wessells CIO

Project Awards

2. Project Update Indra Bishop – Project Director
3. BPR Team Update Dr. Tom Herrinton – Assoc Provost
3. Technical Team Update Matthew Hejazzi–Tech Team Co-Lead
4. Go Live Strategy for Reg Chris Rapp - Reg Team Co-Lead
5. Testing Center Andrew Maller – Testing Team Lead
6. Reg Team Update Beth Lacy - Reg Team Co-Lead
7. Sungardhe Perspective Bryan Blackwell – Sungardhe PM
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Bliss Bear Awards

- 1. Orlando Menezes** - Orlando was such an asset during the testing Phase he continued to remain positive and asked so many important questions. He worked with the other testers and provided support where he could.
- 2. Susan Bugbee** - Susan did an amazing job of leading the team through the implementation of catalog. Her hard work and dedication was amazing.
Tricia Duran - From Financial Aid, add Tricia Duran to the nominee list.
- 3. Steve Taburiaux** - DBA group
- 4. Ray McCormack** - My nomination must go once more to Ray McCormick. He's really been on top of things and we wouldn't be as far along without his help.
I nominate Ray McCormack for his third consecutive bear – I think if he gets 3 in a row he should get another bonus bear!
- 5. Rose Mendoza:** Rose was really active in testing the Banner System and finding issues.
- 6. Rosemary Stallbaumer** : I'd like to nominate Rosemary Stallbaumer from Student Accounts. She's done a great job in detailing out their current reports for us in preparation for the upcoming ODS.
- 7. Beth Lacy** (again)
- 8. Steffanie:** who seems to be a powerhouse and her work so impacts our area that I would like to nominate her!
- 9. Andrew Maller** : I would like to nominate Andrew Maller for the Issues Management team for his outstanding work getting the Training Center up and running and for his assistance to the groups using the Training Center to document and track the resolution of issues.
- 10. Pam Caldwell and Czen Balagtas:** Achieving a major milestone for the DMC team.
- 11.** The test team of **Lisa Zullo, Orlando Menezes and Kim Parks** have enthusiastically jumped in with their support.
- 12. Steve Schissler:** For his steady support of the project and his willingness to help out wherever he can.

MVP Awards

1. Steffanie Hoie

2. Beth Lacy

1. Project Update

1.2. Admissions ready to go Live Sept 12th – Steffanie Hoie

- 1.2.1. Prod Instance is being prepared
- 1.2.2. Final Testing in DEV1
- 1.2.3. Data Conversion underway

1.3. Data Migration DMC – Pam Caldwell

- 1.3.1. Migration consists of 3 parts
- 1.3.2. Catalog/Schedule is the first part
- 1.3.3. Conversion activity into CONV started this week
- 1.3.4. On schedule so far

1.4. BODS Team/Reporting Tools – Danny Crinion

- 1.4.1. Demos completed
- 1.4.2. Final evaluation in progress
- 1.4.3. Team has completed list of reports for Go Live
- 1.4.4. Starting to work on reports
- 1.4.5. ODS installation scheduled for August 27th

1.5. Xtender/Imaging – AXIS – Ray McCormack

- 1.5.1. Admissions training completed
- 1.5.2. Admissions Go Live – Oct
- 1.5.3. Other teams training dates being finalized

1.6. International Team – Yvette Fontaine

- 1.6.1. Processes have been evaluated and redesigned based on Banner
- 1.6.2. Will require several script to automate the processes

1.7. Security and Access Team – SAT – Matt Brennan

- 1.7.1. All security and access requirements completed for Admissions
- 1.7.2. Working on Reg Roles and Responsibilities
- 1.7.3. Exploring Single Sign-on for INB

1.8. Interfaces Team (FACES) – Dan Nichols

- 1.8.1. Project Plan completed
- 1.8.2. Banner Id numbering rules document completed
- 1.8.3. Started on some initial interfaces

3.Registrar's Go Live Schedule (Chris Rapp)

- Dec 21, 2007:
 - **Catalog/Schedule through Spring 2008 migrated to Banner**
 - **Changes to Spring/Summer schedules need to be entered in Legacy and Banner.**
- Jan 11 2008:
 - **General Person/Student is migrated from Legacy into Banner.**
- March 2008:
 - **All Academic History thru Fall 2007 is migrated to Banner.**
 - **Spring 2008 registration in Banner as In Progress.**
- April 2008:
 - **Fall 2008 Registration in Banner.**
- May 2008:
 - **Final Grades for Spring 2008 in Legacy.**
 - **Any Changes to Grades must be entered in both Legacy and Banner.**
- June 2008:
 - **Graduation and Degree Award in Legacy for Spring 2008.**
- July 2008:
 - **Student Accounts Receivable goes live in Banner.**
- August 2008:
 - **Final Grades for Summer 2008 in Legacy.**
 - **Any Changes to Grades must be entered in both Legacy and Banner.**
- September 2008:
 - **Remove the Spring 2008 "In Progress" Academic History in Banner.**
 - **Final Migration of all of the Spring 2008 and Summer 2008 Academic History to Banner.**
 - **Banner 100% live with Student.**
- November 2008:
 - **After Financial Aid completes Spring/Summer '08 reporting Legacy system is "archived" and is no longer updateable.**

4. Reg Team Update (Beth Lacy)

4.2. Milestones Accomplished

- 4.2.1. Catalog Tables Approved
- 4.2.2. Security Roles
- 4.2.3. Reporting
- 4.2.4. Testing

4.3. Schedule Time Line

- 4.3.1. Map Business process 8/6
- 4.3.2. Update Tables for Schedule 8/20
- 4.3.3. Document Security and Schedule jobs 8/27
- 4.3.4. R25 Interface Installed to Instances 9/1
- 4.3.5. Create Training documents and Identify Script scenarios 9/4
- 4.3.6. Write Scripts 9/10
- 4.3.7. Run Scripts for schedule 9/24

4.4. Critical Milestones

R25

Loading Conversion data

5. Testing Center Team – Andrew Maller

Testing is such a critical part of a large ERP implementation. My team's role is to ensure that we thoroughly test all the components of the BLISS implementation.

We get involved when you move to the DEV1 instance for Integration testing.

Each team starts testing in the TEST1 instance and when they have completed their basic testing, setups are move to the DEV1 instance in coordination with the Instance Management Team. In DEV1, testing is performed in an integrated way by passing the data from one module to another to ensure all components work well together. Also, larger volumes of data are used.

The Testing Team can help you any issues when testing in this instance. We will help manage the testing scripts and also certify all changes before they are moved to Production.

The team is composed of representatives from the Technical Team, Instance Management team, Change Issues Management team, and representatives from each of the functional modules such as Admissions, Financial Aid, Registrars and Student Accounts teams. It also includes students and faculty to ensure actual users of the system are involved in the Testing.

The team maintains the BLISS testing center and ensures all computers are functional so that when teams come there to test things go smoothly. Currently, w just have windows XP computers available. We are going to add a Mac and some windows Vista computers as well. We also provide various browsers for testing.

The team will ensure that the DEV1 instance is available for testing, all problems encountered are handled expediently and passed over to the CIMS team for further resolution as needed.

To schedule the Testing Center, please check the calendar pinned up in the area.

Two groups have been using the Testing center in the past two weeks – Admissions and the Reg Team.