GBC iNtegrate & ML Meeting

December 17, 2010

Minutes

BHCR 2-3pm

Present: DJ Smith, Tony Villalobos, Keitha Donovan, Jan King, Micheline Craig, Renee Davis( SCS) , Susanna Dorr, Scott Nielsen, Tawny Crum, Carin Hennessey, Anneta Sharples, Laura Smith, Marsha Holford, Tim Beasley, Cathy Fulkerson, Lora McCarty, Sonja Sibert, Ginger (SCS), Lynn Mahlberg.

Admissions – Validating BPGs for residency, search/match and manual application entry. Working with Mark Myhre regarding communications set-up for HTML welcome letter fields.

Academic Advising – Working with Brenda at WNC putting coding schemes into production. Will be building more coding schemes for testing weekly. Have finalized Go-Live schedule for AA. Have submitted test students for repeat testing.

Communications Committee – No meeting this week. Working on sub-committees such as training, advertising and marketing. Working with Admissions regarding initial and follow-up communication letters. Working on plan to incorporation communications into orientation.

Financial Aid – Renee (SCS) here last week, working on difference between sponsor and scholarship. Did review of item types. Having problems with bundles 18 and 19 due to emails not working. Completed security list that is needed by mid January. FA first go-live date is 02/14. Both Mary and Renee will be here week of 02/14. BPGs tested, budgets and verifications clean up done. Worked with consultant yesterday, will be able to do interactive training session for off sites.

Student Financials – Cashiering training has been completed for both Elko and other centers. No final BPGs yet. Visited all off sites. In person training was a success. Will be doing testing on Tuesdays and Thursdays from 2pm to 4pm in Berg Hall and other modules are invited to participate. Cross module testing needs to start in January.

Student Records – Bundle testing was a success. Currently working on Enrollment Validation from SIS to PS. Will have a very short deadline to complete this task and additional hours are being worked by both staff and student workers. Will know more regarding actual deadline date next week. Andy will be coordinating Student Records next week while Lora is on vacation.

Security & Technical – Some of the previous issues are being addressed and resolved. Learned “alpha ID” should not have been changed.

Portal – Portal was in SHT for a while, could be in PRD by Christmas. Still need info regarding pagelets. Will be tracking deadlines by go-live and “go-public” dates to meet needs of what students will see online.

Other –Will be discussion among departments regarding when students will have new IDs and sign-in information. Sonja shared flow chart regarding communications for resources and issues. Currently not sure who will be leading Campus Community for the time being. Consultants are only scheduled to be on the project until July 2011. This issue is being addressed in Project Leads meeting and the Project Office see how the project can retain consultants for extended period of time. Sonja will be the key project lead for the next 6 weeks to allow SR time to meet the enrollment validation deadline. No meeting 12/24 or 12/31

Next meeting –January 7th in BHCR