

1 Meeting Logistics

	Description
Date	Monday, October 5, 2009
Time	2:00 – 4:00 p.m.
Location	Foothill Campus, D260

2 Attendees

	Name
Facilitator	Deb Treacy
Minute Taker	
Time Keeper	Deb Treacy
Core Team Participants	Kari Elliott, Eloise Orrell, Hector Quinonez, Carmen Redmond, Drake Lewis, Kim Chief Elk, Chien Shih, Tom Roza, Lydia Madden, Kurt Hueg, Kathleen Moberg, Fred Sherman, Andrew LaManque, Susan Gaitlin, Frank Nunez, Bernata Slater, Joe Lampo, Sharon Luciw, Cindy Castillo
Not in Attendance	

3 Agenda & Minutes

Topic	Owner	Minutes
Review Agenda	D Treacy	
Review of September 21 st meeting notes	D Treacy	Changes/questions
Status of the HR/PR Sprint Activities for January 2010 Go Live	C Shih, K Chief Elk	
Status--Etudes and Moodle integration requirements	C Shih, K Hueg, Student Leads	<ul style="list-style-type: none">Who will develop integration? (Internal or SunGard Higher Education)Design specifics that will be included—periodic/batch or real timeDesired integration with Luminis/Banner
Late Add Code Requirements	K Hueg, K Moberg	<ul style="list-style-type: none">Currently print sheets of labels with add codes and Etudes online functionality.Discuss perceived/desired functionality in the Banner processing environment.
Status of HR Luminis requirements	K Hueg	<ul style="list-style-type: none">Test environment target of November 1stDependencies that must be in place to meet this goal
Liquid Office requirements	C Shih, K Chief Elk	<ul style="list-style-type: none">Luminis integration requirements—will it need to be incorporated into the portal
Triggered/targeted announcements out of Banner	K Hueg, Core Team	<ul style="list-style-type: none">Discuss/understand requirementsUnderstand how they will be generated, e.g. welcome e-mail to students once registered, drop for non-payment (currently batch program)
Review of upcoming SunGard Higher Education consulting sessions	D Treacy	

Topic	Owner	Minutes
Review of open items/issue log	D Treacy, C Shih	

4 Decisions

5 Action Items

Action Item	Owner	Due Date	Status
The teams, along with their SunGard Higher Education consultants, should determine the required releases that must be in place for the mocks (interdependencies included) and for the go-live milestones. This will allow the ETS area to plan/strategize the application of releases.	Core Team/Implementation Teams	9/30/2009	