

Foundation Weekly Meeting Minutes

March 8, 2011, 9:00am-9:30am

Attendees: Chien Shih, Jennifer Dirking, Joe Lampo, Robin Lyssenko, Kathy Nguyen, Ron Rayas, Tom Roza, Francis Ramirez, Laura Woodworth, Jim Clow, Hector Quinonez, Ngoc Nguyen, Scottie McDaniel, Jim Clow and Kari Elliott (note taker).

1. Backfill Dollars:
 - Core Committee recommends Foundation have a separate FOAP.
 - Financial Aid 2nd distribution will be allocated to Foundation per Core team agreement (\$200,000).
2. Rule & Validation Tables:
 - Validation tables are loaded; ready for testing.
 - The critical rule tables are loaded; ready for testing.
 - Still certifying tables with Noelle Hylton (SGHE).
 - It is team's opinion that the 6 critical rule tables should be sufficient for initial testing starts.
 - Start testing rule & validation table setup next week (TST8).
 - Begin testing Finance feed this week; rule table identified by Ngoc.
3. Donorworks Conversion:
 - Everything converted to TST8 except for 5 or 6 tables (repeating, pledge, matching gifts).
 - Tables not ready will not affect testing.
 - Scripts have been created with CTOOL; second pass should be quicker.
 - Have to massage spreadsheets before using CTOOL.
 - DonorWorks only has simple association of hard credit / soft credit; convert to banner needs manual interpretation.
 - Banner treats gifts differently from Donerworks, there are different account codes associate with gifts coming from conversion.
 - Meeting this week to discuss general person.
 - Robin is working with Noelle Hylton (SGHE) on hard credit/soft credit.
4. Daily meetings will begin March 14, 2011; Meeting Maker invites have gone out. Monday, March 14, 2011 meeting will be in D270.

Action Items:

1. Review platform readiness for testing. Meet Monday, March 14, 2011 in D270.
2. Begin testing; need list of testers to ensure proper security set up.
3. Load tables not ready (5 or 6) into TST8 this week.
4. Validation Rule Table – Finance will look at again; document any changes to the system after testing starts.