

Information Technology Coordination
Monday, March 2, 2020
10:30-11:30 am
Byrd 103
Minutes

Members Present: Terry Kleffman, Chairman, Mia Forrester, Jarrod Madden, Kelly Steelman, and Ellen Patterson as Recording Secretary.

Guests & Alternates Present: Carol Bevel as alternate Tiffani Crosley

Members Absent: Tiffani Crosley, Toni Gray, Shane Hepler, Cindy Lanham, Kristin McDonald-Willey, Ernesto Olmos,

I. Action Items

- a. Approval of the Minutes from November 4, 2019 Meeting. A motion was made by Kelly Steelman and seconded by Olga Kleffman to pass the minutes as presented.

II. Discussion/Information Items

a. Colleague Updates – Pending Installation in Live

	SU021573	System Management – Resource Database
	SU021507	Human Resources – Tax Tables
	SU021367	2020 Q1 – Texas Student State Reports
	SU021365	SEVIS Interface
	SU021113	Speede Interface
	SU020379	Financial Aid Important Update
	SU021517	California State Reporting

List of updates that have not been put in the Test Account but will be shortly.

Pell award calculations for 2021 for Financial Aid Updates

SEVIS if we were El Paso Community College, student visas and you would have to go through that if you have enough foreign and international students.

What is the HR Reporting that was installed for approval of Self-Service Time Sheets, it was the TRS on State and Students reporting. They need some kind of process to have a pool of approved instructors.

b. Projects Update

- SQL Migration: IT Staff is working on transferring the documents and database on the backend, but if everything works right the user will not notice the difference. SQL will not do that.

- We need to have you all come up with a list of things that you try, even if the name or mnemonics are the same it is not the same for SQL
- We need to test all the things you do on a periodic or regular basis, receiving a gift, general ledger reports, everything that the users do in the system.
- Classify and know if that function is not available would the user know and still need it to be working or not.
- We want the user input because it affects us as much as it does you.
- We have to clean up the data, when we start over 5 to 6 months ago we had over 2 million errors that would not work with SQL.
- If they are requisitions that are hanging out in limbo, and if they can be fixed, we may have to run this issues by Ellucian to see if they can be fixed and have the issues resolved.
- If we do not know how to fix it then we have resources financially available to help us fix these issues.
- Terry was hoping we would have the data cleaned up by the end of this month so the people at Ellucian Live 2020 can look and see if the pieces can be connected,
- This will take 2 or 3 months, we are going to do another update
- We need to figure out what the issues are before we can have our first SQL account and go live, if not this year then early 2021 hopefully.
- Market Place we will look at one of the pieces of Touchnet, you can set up a store and sell stuff online, they are currently using Eventbrite, it will collect demographics and shirt size with other identifying information. Golf tournament is up and coming.
- We will visit with Touchnet, not sure if we can make your April event, but we will try
- AC Foundation could use it to sell tickets to their events, could it be used for a premium contribution amount.
- You could use it for Lite Luncheon, Premium, Platinum, gold table, depends on what happens with other stuff, we may also use it for donations too. It is still Touchnet.
- Looking at Colleague sub routines, there is mechanisms for allowing transactions to be done but once we go to SQL we may not be able to continue.
- CRM Advance may be the only one available for Foundation Donations, they are looking at new software that would not be installed until after SQL has been installed, they are looking at a black baud, will totally changing a lot of stuff, considered to be one of the premier options, WT uses Ellucian Banner, may just be a journal entry transaction.
- Mia will get a tour of the software and how it will work.
- It is like razors edge.
- If it works smoother than advancement that would be good too.
- I am sure it works differently, could be comparable to CRM, we have not talked about the scholarship part too.
- WT Advancement software.
- Sarah said she would check out the Advancement at Ellucian Live 2020.

- When are they supposed to decide?
- c. Set next Maintenance date
- Maintenance date is set for Friday, March 27, 2020.

III. New Business Items – None

IV. Updates and Announcements (All) – None

Next Meetings

Monday, March 2, 2020, WSC, BYRD 103 Conference Room 10:30am to 11:30am

Monday, April 6, 2020 – No Meeting due to Ellucian Live 2020 Conference.

Monday, May 4, 2020 – CANCELLED due to COVID-19 virus.

Monday, June 1, 2020 – meeting to be held by Google Meets / video/conference call

Members:

1. Terry Kleffman – Chair
2. Kristin McDonald-Willey – alternate Maria Juarez
3. Tiffani Crosley
4. Mia Forrester
5. Toni Gray – alternate Tiffany Oneal
6. Shane Hepler
7. Cheryl Jones
8. Olga Kleffman
9. Jarrod Madden
10. Ernesto Olmos
11. Kelly Steelman – alternate Gail Hutson
12. Ellen Patterson, Recording Secretary