Banner 8 Clients Meeting - November 19, 2009

Attendees: Alex Garcia, Mrinal Virnave, Leland Kiehne, Pamela Roggow, Pam Jeffries, Paul Berver, Joaquin Gonzalez, Kim Eiland, Prema Chinnasami, Siiri Rogers, Jesus Hernandez, Bruce Schaa, Gary Black, Abdulmalik Al-Gahmi, Kim Montoya, Lupe Aragon, Minerva Galaz, Lorraine Ortega, John Roberts, and Laura Ramirez

- Client Meetings
  - Standing meetings on Thursdays from 1:30 to 2:30 pm until Go-Live
  - Library will likely be the place to meet
  - Invite other staff as you deem necessary
  - Send agenda items for future meetings by Wednesday at noon
  - Meeting agendas will go out on Wednesdays
  - Follow-up e-mails will be sent on Fridays

- UBN8 Released
  - UBN8 was released on November 9
  - Data is as of October 13
  - Issues encountered should be sent to the Banner8 listserve
  - Send password reset requests to banner-security
  - Clients should be doing their testing in UBN8 and no longer DBN8
  - DBN8 is primarily for ICT developers
  - Notify us if there is any data or changes done in DBN8 that you would like us to copy over to UBN8
  - Website available for documentation, meeting minutes, and training information at banner.nmsu.edu
  - Q: (Abdulmalik) Will an issues log be available on the website? A: (Alex) Yes.

- Test Plans
  - Test plans should be available and ready to begin testing
  - These should include testing everything; INB forms, feeds, interfaces, processes, etc.
  - Window for testing is of 8 weeks, until February 12, 2010
  - If concerns and issues are found in which testing deadline cannot be met, send notification immediately
  - Some users have Banner 7 test plans and these may help
  - If further assistance is needed, let us know and we will be more than happy to assist
  - Currently, several functional areas have begun testing in UBN8 – that's great
  - ICT developers have also begun testing the Appworx chains/modules. Further testing by all functional areas is required as well
  - Alex will send the list of Appworx chains/modules to the clients

- Q: (Lupe) We can't test Hobsons? A: (Jesus) Yes, we can test the Hobsons feeds only. We will just not touch Hobsons or have anything sent to Hobsons
- Q: (Lupe) What about tapeloads, can we test them with prodadm? A: (Jesus) Yes, we can test tapeloads and need to speak with DBAs to work out the details on prodadm

- Refreshes
  - Initially we had determined a list of when we wanted refreshes
  - These included, but not limited to, after CENSUS, after GRADING, after YEAR-END, after a SCHEDULE build, maybe include a PAYROLL run
  - Start thinking about how many refreshes and when we need them
  - Per Paul, refreshes only take several days
  - January 2010 Refresh
    - Need the data as of January 4 at 5 pm
    - HR needs a time file for December to be available
    - A clone after Financial Aid Disbursement will be both good for UAR and Finance per Gary
    - Clone will happen between Jan 5 – 11
    - Laura will coordinate with DBA

- Go-Live Weekend
  - Previously discussed item, but no decision was made if we would go-live before or during Spring Break
  - Before: Dates would be March 18 evening – March 21
  - Q: (Pam) Can we have March 19 down all day? A: (Pamela) Don't know, I need to check first
  - During: Dates would be March 25 evening – March 28
  - HR is doing a Payroll run the weekend of the 25th
  - Spring Break – March 22 thru March 26
  - PBAN will be up as view-only; any changes made in PBAN will not be saved
  - Leland suggests that we start March 20 thru March 22 instead. This way we are down on Monday, March 20 all day and that's the beginning of Spring Break
  - We may have a shortage of staff right before or during Spring Break
  - Previously Cami Davis stated that we couldn't go live on a certain weekend. Siiri thinks that it may have been the weekend during Spring Break

- Questions/Issues/Concerns
  - Siiri thinks that we may need another refresh if Student doesn't have a chance to finish all the aid year setup
  - Mrinal suggested that we copy the tables over. Jesus doesn't think this is feasible as there are about 250+ tables and that would take a long time
  - Individual Feedback

- Kim Eiland – DARS; forms are there, but nothing works. Mrinal stated that Carla and Jack will be available for the transfer of knowledge
- Prema Chinnasami – Q: Have the Financial Aid Appworx chains/modules been tested by developers? A: (Jesus) No, these belong to Financial Aid, therefore clients need to test. Alex will forward a list of chains/modules that SIM is responsible for testing
- Siiri Rogers – All is good for now
- Gary Black – Haven't started testing yet
- Paul Berver – Q: Will the aid years be created in all instances? A: (Mrinal) The creation of the aid year is only a portion of what needs to be done. There is the setup built around the aid year that we were referring to earlier
- Abdulmalik Al-Gahmi – All is good for now
- Joaquin Gonzalez – All is good for now
- Lorraine Ortega – I have nothing; all is good for now
- Minerva Galaz – All is good for now
- Lupe Aragon – All is good for now. The issue reported with SPAIDEN is working now.
- Pamela Roggow – All is good for now
- Leland Kiehne – All is good for now
- Pam Jeffries – All is good for now
- Mrinal – Please send screen shots when reporting technical issues. We have an issue in which the Java server is pulling an earlier version of Java