

Date: 2/03/09 Time: 3:00pm – 4:30pm Location: SL 304		PRISM Advisory Committee Meeting			
Meeting Purpose:	Monthly meeting to provide general project-related information; provide status updates; discuss immediate plans and issues.				
Meeting Called By:	Tim Ferguson				
Next Meeting:	March 3, 2009				
Attendees (x indicates attendance)					
Mike Altekruise		Joel Robinson		Bev Beck	
Carol Bredemeyer	X	Carol Ryan		Meredith Brennan	X
Mei Mei Burr		Mary Ryan		Amy Bridewell (scribe)	X
Gary Clayton		Angie Schaffer	X	Bob Byles	X
Kim Heimbrock		Marilou Singleton	X	Nancy Cisneros	X
Russ Kerdolff		Lori Southwood		Linda Davis	X
Mary Kirk		Kim Taylor	X	Jill Diesman	
Mike King		Jeffrey Waple		Prudi Downs	X
Ken Kline		Daryl Wright		Timothy Ferguson	X
Larry Meyer	X	Leah Stewart	X	Susana Luzuriaga	X
Ben Martz	X			Rich Shivener	X
Linda Reynolds		Don Stinson – Natural Bridge	X	Theresa Westlund	X
Lisa Rhine		Cindy Vautrin – SAP		Doug Wells	X

Agenda Items	Discussion
Introduction Tim Ferguson	Project Milestones Advisory Portal Tab Financial Aid MyNKU
Project Milestones Don Stinson Nancy Cisneros	Don <ul style="list-style-type: none"> • Cm Milestones <ul style="list-style-type: none"> ○ Nov. 08 – Live Admissions and Transfer Equivalency for Fall 09 and later ○ Feb. 09 – Financial Aid System implementation for academic year 09/10 (Sigma’s ProSAM) ○ May 09 – Registration Go Live for Fall 09 ○ July – 09 Tuition calculation and billing Go Live for Fall 09 ○ August 09 – Advanced Student Accounting functionality Nancy <ul style="list-style-type: none"> • Finance Projects <ul style="list-style-type: none"> ○ Grants Management Budget Workflow – March 09 ○ BW Reports: Group 1 – April 09 ○ BW Reports: Group 2 – April 09 ○ BIIP Review I – May 09 ○ Workflow Forms Master Data – May 09

Agenda Items	Discussion
	<ul style="list-style-type: none"> ○ Fast Close – May 09 ○ Year Dependent – June 09 ○ Master Workflow – June 09 ○ Process Improvement FY09 – August 09 ○ Other Workflow – Feb 20 ● Human Resources <ul style="list-style-type: none"> ○ PBC – April 09 ○ ECM – April 09 ○ Testing software – June 09 ○ Position Budget – June 09 ○ Grant time and effort reporting – June 09 ○ BW Reports – Nov. 09 ○ ESS Forms – Jan. 10 ○ External Software Interfaces – May 10 ○ Manager Self Service Forms – June 10
<p>Advisor Tab Training Sarah Mann</p>	<p>Sarah</p> <ul style="list-style-type: none"> ● Advisory Portal Tab <ul style="list-style-type: none"> ○ Overview ○ Bio-Demographic Data ○ Academic History <ul style="list-style-type: none"> ▪ Drill down for external transcripts (GPA, class rank, class size, ACT/SAT test scores) ○ Status <ul style="list-style-type: none"> ▪ Program Type Progression ▪ Hold ▪ Status ○ Program Data <ul style="list-style-type: none"> ▪ Registration ▪ Specialization ▪ Admission ▪ Graduation ▪ Additional Admission ▪ Admission Adult ○ Activity Record <p>Q. Why did we choose to get rid of some things and keep others? A. It will only disappear in the header.</p>
<p>Financial Aid Leah Stewart</p>	<p>Leah</p> <ul style="list-style-type: none"> ● Financial Aid <ul style="list-style-type: none"> ○ 02/09 – Sigma Go Live ○ SIGMA Enhancements

Agenda Items	Discussion
	<ul style="list-style-type: none"> ▪ We are moving away from paper ▪ We will be able to see how much financial aid a student has left over at the end of the year. ▪ When we receive the financial aid application data electronically we can only check it twice a week, SIGMA will be changing how often we will receive the information. ○ System Implementation Strategies <ul style="list-style-type: none"> ▪ System Configurations ▪ Testing Re-configuration ▪ System Implementation Stages (Financial Aid Processing Stages) <ul style="list-style-type: none"> • Loading ISIR (Financial Aid Application) • Student Notification • Electronic Corrections • Award Notifications • Report to USED • Estimated Financial Aid • Disbursement of Aid (Campus –Based and Loans) • FISAP Reporting ▪ SAP Integration ▪ Sigma Consultants <ul style="list-style-type: none"> • On-site aggressive schedule ▪ Transition from Founders to AC ▪ Training (At Go-Live and After)
<p>myNKU Meredith Brennan Rich Shivener Don Stinson</p>	<p>Meredith</p> <ul style="list-style-type: none"> • New page so students are directed to the correct page –Norse Express or MyNKU. <p>Rich Shivener, Communication Coordinator, shivener@nku.edu, x1972.</p> <p>Rich</p> <ul style="list-style-type: none"> • Have met with students and would like to meet with staff and faculty groups. • Important to familiarize students with MyNKU. <p>Don</p> <ul style="list-style-type: none"> • Key dates: <ul style="list-style-type: none"> ○ February 23, 2009. ○ May 15, 2009

Agenda Items	Discussion
	<ul style="list-style-type: none">○ August 15, 2009• One challenge we have is to get to MyNKU you have to be on the NKU network or VPN in so we have to find a way to make it accessible to students when they are off campus.
Other Business/Q&A	<p>Q. Are you going to do any usability testing? Are any student's testing? A. Yes, we are going to do as much testing as we can. Yes, we are using students.</p> <p>Doug – If they have the login bookmarked we are going to add links so students can navigate to other pages.</p> <p>Susana-Should a reminder be sent to students so they are aware that they need to go to MyNKU rather than Norse Express.</p> <p>Doug – We are going to put a message on Norse Express so students know they need to go to MyNKU.</p>