Enterprise Application Management Team

January 13, 2016

Attendance: Bart Jacobs, Beth Myrer, Brett Tolman, Chuck Colborne, Clint Moser, Colby Callahan, David Tobler, Denise VandeVanter, Geoff Matthew, Joe Belnap, Kedric Black, Liz Childs, LuAnn Smith, Margaret Bellon, Tim McCumber, Trish Howard, Wendy Rosenlof

Conducting: David Tobler

Minutes: Beth Myrer

Review of minutes from last meeting

- myUVU is in beta (my.UVU.edu)
- Banner XE working on priorities and moving test instances
- Put Banner Data Defense on April 11 (see the calendar)

Upgrade Calendar

- Worked on blackout dates and upgrade dates
- Discussion of upgraded needs and dependences
- Dave updated the calendar
- Finance 8.10.1; General 8.8, 8.8.1, 2, and 3; Student 8.8.4, 8.9, and 8.9.1; Web Tailor 8.8
- Process to do upgrades: look at available upgrades in EAMT and designate what should be put in (will send emails between meetings) – will be worked on process at the next meeting
- Discussion of putting in Finance 8.10.1; Student 8.8.4, 8.9, and 8.9.1; Financial Aid 8.25; General 8.8 (will be put in by Friday) – test until January 30
- Discussion on scheduling General 8.8.1 (includes 8.8.0.1) and Financial Aid 8.26 (tentative March 6)
- Are current on XE, but are behind on Banner 8 things
- Upgrade of ODS is dependent on a DBA position be filled (scheduled for March 13)
- Degree works upgrade coming in February (will be from Roark) – will take down registration so it needs to be scheduled – dependent on Roark’s availability
- Need to keep Roark and Dan Reynoso in the loop when scheduling updates and the calendar

Docusign

- Tim McCumber gave a demonstration of Docusign and discusses some capabilities
- Purchase has been approved (hopefully by the end of the month)
- Documents are branded for UVU
- The forms can be tied to populate data bases
- Currently automating preexisting forms
- Can have forms to collect data which don’t need to be signed
- There is a workflow for the forms
Assignments
Put Banner Data Defense on April 11 (see the calendar)
Need to work on the process regarding updates at the next meeting
Need to keep Roark and Dan Reynoso in the loop when scheduling updates and the calendar
Need to discuss the frequency of EAMT
Address clean-up agenda item
Expanding the role of EAMT