



**Steering Committee for Administrative Computing  
AGENDA, NOTES AND ACTION ITEMS**

**June 1, 2004**

**Members Present:** Calvin Eckel, Max Davis-Johnson, John Campbell, Pat Haeuser, Patrick Martin, Kathy Savage, Diane Verkest, Terri Eckel, Ron Pitt, Ricky Roberts, Priscilla Harden for Candy Bacon, Bob Norton, Sue Stefanko.  
**Members absent:** Candy Bacon, Fred Estrella, Fred Hurst, Sue McKinnon, David Bousquet

Call to order 3:30pm.

- I. Review and approve prior Minutes – May, 2004  
Minutes approved as presented with the following change:  
Add Diana Verkest to the Members Present for the May 2004 meeting.
- II. PS sustainability and training – Ron Pitt
  1. Ron informed the committee of concerns regarding the lack of a PeopleSoft training team. There have been requests for classroom training for various PeopleSoft applications and modules that are critical to all users.
  2. Ricky Roberts, Director of Client Computing and Training Support – ITS, informed the committee that classroom training sessions are being designed and should be available by mid-summer. Also, training will be created and delivered for all updates and changes that are made in the future.
  3. The committee was informed of current on-line PeopleSoft tutorials that are available at <http://www4.nau.edu/fslouie/doc.htm>.
- III. Committee requested IT resource plan – Patrick Martin
  1. Patrick asked the status of the IT resource plan for the committee and if this will be added to every subsequent meeting.
  2. The committee also asked if all known Man-Power losses, IE. Resignations or retirements, could be added to the resource plan.
  3. Max Davis-Johnson informed the committee that a “rough draft” resource plan currently exists, but it must be condensed for the committee’s use. The committee asked if this document could be completed before the next scheduled meeting. Max stated he would complete the condensed resource plan as soon as possible.
  4. It was suggested to upload the IT Resource Plan to the SCAC web page for easier access.
- IV. Academic Reorg – Max Davis-Johnson
  1. Max updated the committee on the status of the academic reorganization.
  2. Max also presented to the committee the approved level reorder plan. (See Attached)



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V. CIT Update – Sue Stefanko

1. Spring Final grading problems corrected.
2. Summer Financial Aid disbursement – 1<sup>st</sup> time PeopleSoft completion.
3. Enrollment Cancellation for first summer session.
4. Summer Census – 1<sup>st</sup> time PeopleSoft completion.
5. May PeopleSoft “Fixes & Updates” completed.
6. Acuplacer scores are now being uploaded automatically.
7. Demoed PeopleSoft 8.9 Self Service prototype.

VI. CMC Update – Ron Pitt

1. No major requests at this time.

VII. Advantage Update. – Max Davis-Johnson

1. Max updated the current status of the Advantage update to the committee. Advantage is installed and evaluation will begin next week. Plan will be developed in June for the July 1<sup>st</sup> 2005 implementation.
2. AMS was on campus, the last week of May, and gave demo presentations of the updated Advantage product.
3. Max demoed the “WorkFlow” module. This must be analyzed more to determine if this will be a system worth purchasing.

Moved to adjourn.

Meeting adjourned 4:35 pm