MINUTES
University of Alaska
OnBase Governance and Implementation Team
October 15, 2014
1:30 p.m. – 2:30 p.m.
Butrovich Building Room 208A

AUDIO INFO
Toll-free number: 800-893-8850  Participant PIN: 5460572

Members
Barbara Hegel UAS
Michael Ciri UAS
Sandi Culver UAA
Jamie Mohr UAA
Julie Queen UAF
Derek Bastille UAF
Shiva Hullavarad SW
Russ O’Hare SW Chair

Advisors
Pat Shier UAA CIO
Eric Pedersen UAA AVC
Mary Gower SW SES
Cindy Collins SW
Carolyn Weaver HR
Sue Ann Denny SW
Laura Katucki SW Finance
Wanda Bowen, SW
David Read, GI
Libby Eddy, UAF Registrar
Myron Dosch SW Controller

Recorder Order:
Order Month Campus
1. October SW Michael Ciri
2. November UAA Pat Shier
3. December UAF Cindy Collins
4. January UAS Carolyn Weaver

Unable to Attend:
Myron Dosch

AGENDA
1. Call to order
   Meeting called to order 1:32 p.m.

2. Approval of Agenda
   Approved

3. Approval of September 2014 meeting minutes
   Approved

4. Assignments/Task & OnBase Process Requests/Implementation Status Updates – Matrices -
   a. Assignments
      i. Enrollment Management Implementation Team (EMIT) – Shiva, Derek, Jamie
         PR#155 (additional 27 Doc types), In PROD. Remove from Agenda
PR#172 (New Ad-Hoc Task for moving struck transcripts), AD to review – should be able to get rid of.

PR#174 (Add new keyword Residency Request Type) In PROD. Okay to remove

ii. OnBase Governance Transition Teams HR (HRMIT) – Shiva

PR#167 (Create 43 International Doc Types), - LRGP – testing is going for another week. Hoping to move to PROD next week.

PR#173 (Create 7 HR Doc Types)
   All issues addressed..

iii. OnBase Governance Transition Teams Finance – Shiva, Derek, Wanda

PR#165 (TEM-OnBase), - Shiva and Tech Services are working with Hyland and Ellucian

iv. PR#168 (General Counsel Title IX) – Shiva, Jamie – Still in TEST. Waiting on General Counsel. Auditors are here now.

v. International-Review User class review. – Shiva
   Part of 167 (PR)

vi. User Training – Shiva – Skillsoft presentation – working with Martin Miller – Training will be available to everyone.

vii. App Server Access - Shiva
   a. E-Forms – In the draft stage. Still working with Derek and Jamie.

viii. UAS Faculty Academic Records – No progress. Waiting on Provost’s office

ix. Diskgroup Encryption – Shiva/Derek/Jamie – In TEST – Hoping to be in LRGP by next Finance Meeting
b. OnBase Process Requests
   Pl. see spreadsheet. Drop the following from the chart as they are complete, in PROD– PR#155, 166, 167, 169, 170, 171, 174

c. Implementation Processes
   i. OnBase Journal Voucher update – Wanda
      JVs – Good feedback –. SW will be trained on JVs scanning this Friday.
   
   ii. Grants and Contracts update – Wanda – Meeting this week. Hoping to start testing on invoices and awards.

5. Old Business
   i. TCCI - Feedback – Good feedback from Libby and Barb.
   
   ii. Workflow studio – Access to Appserver.

6. New Business/Pending/Potential Processes for ECM Development
   Student Enrollment Services – A process request for Security Access Forms in OnBase is in works
   i. Premium Subscription - $6,800 per year
   ii. OnBase Mobile - $5,000 each for i-phone, i-pad and android devices
      Available
   iii. Unity - $10,000 + annual maintenance – would replace Thick Client. Shiva and Derek are working on a presentation – Separate meeting agreed by team.

7. Schedule next meeting
   November 12th at 1:30 PM

8. Adjourn
   Adjourned at 2:10 PM.