University of Alaska
OnBase Governance and Implementation Team
July 31, 2013
11:00 a.m. – 12:00 a.m.
Butrovich Building Room 208e
Minutes

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

Members Present  Invited but unable to attend

John Osborne  -  SW
Laura Katucki  -  SW

Russ O'Hare (Chairman)  –  SW
Member unable to Attend

Barbara Hegel –  UAS
Sandi Culver  -  UAA

David Read  –  UAF
Mike Ciri  -UAS

Julie Queen  -  UAF

Jamie Mohr (Recorder) - UAA

Derek Bastille – UAF

Sue Ann Denny- SW

Recorder Order:

<table>
<thead>
<tr>
<th>Order</th>
<th>Month</th>
<th>MAU</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>July</td>
<td>UAA</td>
</tr>
<tr>
<td>2.</td>
<td>August</td>
<td>SW</td>
</tr>
<tr>
<td>3.</td>
<td>September</td>
<td>UAS</td>
</tr>
<tr>
<td>4.</td>
<td>October</td>
<td>UAF</td>
</tr>
</tbody>
</table>

AGENDA

1. Call to order 11:06am
2. Approval of Agenda- Approved
3. Approval of Minutes -Approved
4. Assignments/Task & Process Requests/Implementation Status Updates – Matrices
a. Assignments
   i. Application Enabler (No update)- John
   ii. Foldering (No Update)- John
   iii. Document Retention Module (No Update) –John/Alicia
   iv. PURGE Procedure (VOTE) - John - Put on hold until next OGIT meeting.
   v. User Accounts Update & License Procedure (VOTE)-John- Put on hold until next OGIT meeting.

b. Tasks & Process Requests
   i. OnBase Process Requests (Update)– Derek/John/ Jamie
      1. OnBase PR# 135 and 138 (No Update) – Derek
      2. OnBase PR# 155 (No Update) - Jamie
      3. OnBase PR# 156 (Update) - John/Alicia – UA Scholars has completed their implementation of OnBase. This PR can be removed.
      4. Joint OnBase PR# 114 (External Auto-fill), 149 (Core-based workflow) {NO UPDATE} – John/Derek/Jamie
         External auto-fill does not do document updates and student side wants this per Derek. This is being discussed but TCCI is taking precedence. Time frame for auto-fill updates is in the air.

c. Implementation Processes
   i. Transcript Capture [TCCI {PR 142}] (Update) – Russ/John No one on the call wants to discuss this.
   ii. UAF Grants and Contracts Process Implementation Development with eCopy (PR# 150) – Derek
      1. Grant Effort Certification – Derek/Jamie/John GEC is doing fine for Derek’s. E-copy is not working and UAS needs to go with disconnected scanning.
   iii. Financial Systems (Travel Management) – Laura –
Russ O’Hare - They were invited but no one is on the call. This is on hold with OnBase due to Financial Systems schedule. John has trained with Financial Systems twice relating to the Travel Management.

iv. UA Scholars Program and Savings Plan (PR 156- Update) – John – Completed and remove.

v. UAF School of Fish (PR# 154- No update) – Derek – Requested this to be dropped.

5. Old Business
   a. MAU OnBase Administrators in one Administrator security class. UAA, UAF and UAS approved.

6. New Business/Pending/Potential Processes for ECM Development
   a. Accelerated OnBase UPGRADE (Tentative) – Tentatively planning to go to version 13 by demand of the TCCI project. Many challenges due to different scanner types and models. Hyland suggests going to OnBase 13 due to upgrades in software and is currently testing and we should have a report by the end of this week. Upgrade would be at the end of Aug. or early Sept 2013. Financial Aid is not aware of this and Jamie will e-mail UAA FA to let them know this is a possibility. John will email Arthur Hussey - Coordinator for Fin Aid

7. Julie asked about volume licensing for OnBase. Russ does not have an update on Enterprise license. Julie does not want a site license and thought that was the consensus. UAF currently has 91 named OnBase licenses not being used. Is it possible to swap out named licenses for concurrent license?

8. Schedule next meeting - Aug 21, 2013 at 11:00 am.

9. Adjournment- 11:36am