

LASER Steering Committee Meeting
Thursday, June 24, 2004 1:30pm
State Room, Student Union

**DRAFT PREPARED BY: Aimee Cabrera, Communications and Training Coordinator*
**REVISIONS BY: Viki Horan*

Attending

Diana Blake, Jennifer Gehrt, Rebecca Gould, James Guikema, Dave Hillier, Jim Koelliker, Gary Leitnaker, Larry Moeder, Keith Ratzloff, Ron Semarge, Betty Stevens, John Streeter, Matt Thornton, Harvard Townsend, Beth Unger, Lloyd Walker

Absent

Al Cochran, Monty Nielsen, John Struve, Wayne Usry

Approval of minutes

The May meeting minutes were approved without changes.

Introduction of Matt Thornton, Oracle Student Systems Practice Director

Introduction of Bryan Kraus, Financials Functional Team Lead

Update on architecture for 24/7/365 availability, Jennifer Gehrt

-A preliminary report generated by the architecture committee showed that the Oracle e-business suite is not designed for high availability.

-It was the opinion of the group that the system cannot be patched while running.-The two main issues that are delaying a decision are the immature nature of OSS, and the inefficient Unix administrative support on the project. The preliminary report outlines these issues in more detail.

-Besides additional Unix administrators, K-State would need another middleware administrator to assist with the project.

-One issue that needs to be added to the preliminary report is batch processing, which could make the system unavailable for longer periods of time.

-The Steering Committee needs to reach a consensus on what the expectation of availability will be when the system is initially implemented.

-Matt Thornton requested to see the mapping plan for the OSS; in his experience at Buffalo State, patches are applied in minutes; what takes time is determining the impact of the patch or upgrade on the existing business processes.

-Harvard Townsend proposed two separate goals for consideration:

Long term goal: true high availability with three or four "9's" throughout the year

Short term goal: the e-business suite is available at all times except for maintenance windows (as needed) that are scheduled ahead of time with an established time period; this established period of time can be tested before implementation; usability peaks can also be defined to help determine the ideal windows of time to take down the system.

Project report

Project plan update

- Resources have been added to the subproject II plan, and a revised plan will be submitted to KITO soon.
- The Admissions team is discovering that the admissions module is not able to perform critical recruiting tasks so there is a chance that CRM will need to be implemented at the same time as the Admissions module.
- The Financials team is also discovering that OFA is not able to meet their critical needs and this is affecting the project plan.

Oracle Liaison role

- Matt Thornton leads the OSS practice at Oracle. He is in charge of the Oracle consulting team that is implementing OSS and reports to Wayne Usry.
- Thornton has been asked to serve as the single point of contact for Oracle in supporting specific consulting needs.
- He will be the communication liaison/advocate between Oracle and K-State's LASER team.

Joe LeCluyse/Oracle visit outcome

- Joe LeCluyse is a functional architect for OSS. The purpose of his visit to K-State was to discuss the 21 gaps in functionality.

Update on system decommissioning planning efforts, Diana Blake

- There will be 3 separate decommissioning plans: one each for IBM, KATS, and Oracle Financials for Facilities.
- A technical team has been drafting plans for a data warehouse where the information will be stored; a training plan has also been drafted.
- The next step will be identifying the functional team leads for each project plan.
- Diana Blake needs to meet with project sponsors soon (Larry Moeder, Monty Nielsen, Keith Ratzloff).

Buffalo State trip

- 10 OSS team members, including project director Jennifer Gehrt, will be attending the summer exchange program at Buffalo State College.
- Buffalo State has the enrollment module and faculty grading module implemented and running; the admissions module will be implemented this fall.

Next meeting

The next LASER Steering Committee meeting will be held on Thursday, July 29, 2004 in the Hemisphere Room (Hale Library, 5th floor) at 1:30 pm. Please send agenda items to acabrera@ksu.edu.