

Finance System Leadership Group Meeting Minutes September 6, 2012

Attendees: George Anderson, Christopher Burton, Cathy Bye, Jean Carr, Catherine Chan, Mike Chang, David Ellis, Mike Glisson, Karin Livingston, Keith Martin, Usha Mathew, Theresa Meneley, Darlene Pullin, Tracey Shipper, Val Walden, Samantha Yurus

Status and Schedule of Upgrade to 9.1

Mike Glisson forwarded the current status of outstanding tasks related to upgrade testing to the group before the meeting.

The group reviewed the list of outstanding items to test. The status of some items needs to be updated to note they are complete. It is important to update the task status immediately after testing or another action is performed so that everyone is aware of the current status.

All agreed that testing should be substantially completed by November 1 so that there is sufficient time to develop training material and train users before the upgrade.

The next upgrade pass and data refresh will occur after we close August (period 12), which should be available in early October.

The actual upgrade is still planned for December 6-11.

Next Meeting

Mike Glisson will schedule the next meeting for October 4 at 3 PM to review our progress on upgrade testing.