



STEERING COMMITTEE Progress Update

Date: October 3, 2008

Completed processes:

- The Student Connections kick-off was quite a success. Dr. Turner gave an excellent overview of the project with the support of the importance of the project provided by Chancellor Khayat and Dr. Jones.
- The SAP contract with LSI Consulting, Inc. has been approved by IHL and the consultants began work on campus September 22.
- We have had several successful meetings with various academic leaders across campus in the initial planning of the system. The focus of the LSI consultants has been on admissions and the application process. Additionally, we have begun work on the design of transcripts and the course catalog.

In progress processes:

- Marlies Burkhard and Buster Hale have begun work with Student Accounting and Financial Aid. They plan to return to campus the later part of October to continue their work.
- The Sigma ProSAM contract has been signed and is in purchasing waiting for a PO to be processed.
- We have been working with the Lawson consultant, Laura Lombardi, to determine the issue of interfacing the HR and accounting modules. We will be meeting with her again very soon to address some issues of the academic organization structure between Lawson and SAP.
- The LSI consultants will continue to be working on campus Monday through Thursday for the next several months.
- We will continue to collect data from the various schools for organizational structures, admission processes, etc. I want to thank each of you for your timely responses to my requests so far.

- Several of you were asking about the hardware requirements for implementing the SAP system and how these needs would be funded. The following is a list of CPU requirements for the SAP client to function on your faculty and staff computers. I had shared this information with your LAN/IT personnel in your schools but did not hear back with any concerns. You may want to check with them personally to determine if you may have hardware issues.

SAP GUI for Windows Release 7.10

Windows Vista

	Required	Recommended
Processor	800+ MHz+	1+ GHz
Memory	512 MB	1 GB

A prerequisite for using SAP GUI for Windows is an installation of IE 6.0 SP1 or higher on the client computer (earlier versions of Internet Explorer are not supported by Microsoft anymore).

Windows XP

	Required	Recommended
Processor	233+ MHz+	500+ MHz
Memory	64 MB	192 MB

Windows 2000

	Required	Recommended
Processor	200+ MHz	500+ MHz
Memory	128 MB	92 MB

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