

Reporting Strategy Team 1-03-05 Meeting Minutes

1 Meeting Logistics

Item	Description
Date	Monday, January 03, 2005
Time	1:30 p.m. – 2:30 p.m.
Location	Library Marine Room

2 Attendees

Role	Name
Facilitator	Leisa Mansfield
Other Participants	Sue Camp, Susan Fitzpatrick, Cindy Merkel, Nancy Neve, George Rye, Deborah Rynberg, Arlene MacPherson
Not in Attendance	Juliana Cox, Sara Devaprasad, Jay Schupp

3 Purpose

Discussion continued regarding report writing needs. Evaluations of reporting tools prepared by other universities are posted on the O drive.

Several offices have identified their reporting needs. Summary of comments are as follows:

- easy to use without vast amounts of training, ability to create reports, labels, letters, etc., ability to easily extract data from Banner and easily convert needed information.
- Integration with other products, i.e. Banner/Oracle/Luminis, ability to have several levels of users i.e. administrator, power user, casual user

Potential vendors identified thus far:

- Hyperion Intelligence (Brio)
- Seagate Technologies (Crystal)
- Oracle Discoverer
- Webfocus
- Evisions
- Cognos

4 Agenda

Topic	Time	Owner	Minutes
Next Actions/Assignments Next Meeting: January 17rd, 1:00 p.m. Marine Room – meetings will be every other Monday until March 28, 2005			1. Team to review information on O drive and identify what reporting tools their colleagues are using. 2. Leisa will contact Colleen Rye regarding sending out request for quotes. 3. Leisa to find a faculty

Reporting Strategy Team 1-03-05 Meeting Minutes

			<p>representative for the committee.</p> <p>4. Arlene to send request to Michigan Banner Listserv inquiring about which tools other MI schools are using</p>
--	--	--	--