GUS Executive Committee Meeting

Thursday, September 29, 2005 at 10:00 am

Present: Giulia Brofferio, Leslie Edgerton, Maureen Evans, Nancy Fraser, Allen Matlick, Juli Pippin, Kathy Scheidemen, Tim Schmidt, Mark Speciale, and Paul Weakliem

Introduction of Mark Speciale:
Mark introduced himself and stated that he has been working on campus for two weeks. Mark described his background as being in relational databases, web development, graphic design, quality control, and a Microsoft Access and Excel instructor. He has spent his time getting familiar with campus and working on the website with Regina. He has been adding data driven interfaces using the web capability 4D. The website can be seen at gdev3.ices.ucsb.edu. If we have any suggestions, he asked that we send them to the Gus exec mail alias. There was a brief discussion about what should be on the private page. A few items mentioned were our charter, minutes, upcoming agendas, and source documents. Mark will be attending a 7-day 4D-training course beginning November 7th.

Executive Committee Membership:
It was brought up that with Juli’s upcoming move to Chemistry, that Maureen will be the only representative from the College of Engineering. After a brief discussion, it was decided that the membership will remain as is and will be reviewed in April after the first year of our existence.

Update from Allen:
Allen has been working w/ICB and IS&C. He has also been working with Lou Browdy on updating the FTP for the monthly recharge. Sociology is set up. There are a variety of desktop support issues that need to be resolved. Some of the issues seem to be related to user error, lack of training with respect to both GUS and to departmental business practices. People have used portions of the system in ways for which they have not been designed or have entered erroneous or inappropriate data (e.g., general ledger date of 8/30/05 rather than 8/31/05) and modifications need to be (and have been) made for data validation and to prevent further misuses of some of the features. It was brought up that being able to track the work orders would be helpful so that we can see if there are common issues. It was believed that having manuals will also help some of the user error issues. There was a brief discussion about establishing protocols or expectations about which version of Gus will be supported. Currently, there are three versions that Allen is supporting. 4D software purchases go through Allen and Paul so that we can get the discounted price.

Update from Paul (see attached progress report for additional information):
Storeroom and Gus are talking which prevents duplicate entry. There is also a feature so that we can see what items were used and need to be ordered.

Biology and ISBER:
Nancy and Leslie talked about the meeting they had with Larry Murdock and Cathy Arnold about using Gus. Biology has some concerns about Gus not being able to work in their current structure. Since Paul already plans to meet with Larry about the Storeroom program, he will talk to him about their issues concerning Gus. Nancy and Leslie were given a document from Biology that outlined specific concerns. As the document is out of date because Biology has not seen the latest version of Gus, it was decided that we would not respond to their memo at this time.

ISBER would like to begin using Gus. As ISBER has Gus users and Sociology has not been a time drain for Allen, it was decided to begin to get ISBER on Gus. ISBER has their own technical staff and will purchase their own server. It was decided that ISBER would be a good test for a department that is a heavy contract and grant user. Giulia will prepare a MOU.

Miscellaneous:
The minutes from the August 22nd meeting were approved without change.

The meeting adjourned at 11:15am and Juli recorded these minutes.