GUS Executive Committee Meeting  
March 21, 2007  10:00 am – MRL 3117D

In attendance: Giulia Brofferio, Leslie Edgerton, Maureen Evans, Nancy Fraser, Allen Matlick, Kathy Scheidemen, and Tim Schmidt.

Prior to the meeting Maureen distributed the following preliminary agenda:

#1 Robin Jenneve’s resignation from GEC committee  
#2 GEC annual report  
#3 Training update  
#4 Purchasing Testing & Development Group  
#5 GUS Development Planning Timeline  
#6 Review future plans  
#7 Working groups for Personnel & Bug Reporting?

Allen provided the committee with the GUS Development Activity report for the period 2/27/07 – 3/19/07 prior to the meeting.

The meeting began with a brief discussion about using the on-line ledger for reconciliation and the need for GUS departments to avoid the additional workload of indicating reconciliation status on a separate system. The committee agreed that there should be discussions with Accounting regarding their expectations/time frame for on-line ledger validation. Maureen will follow up with Jim Corkill.

**Agenda topic #7**  
The committee discussed the benefits of reconvening the GUS Personnel working group. It was agreed to do so. Membership of the group was discussed and the committee had several recommendations. Maureen will contact potential working group members and form the group.

**Agenda topic #3**  
It was reported that the GUS training class on March 20 had around 45 attendees. The next training class to be offered will be on electronic reports.

**Agenda topic #1**  
Prior to the meeting, Robin Jenneve had notified the committee that she had decided to resign from the committee. The committee discussed possible replacements and it was agreed that one person in particular would be a good fit in terms of keeping the GEC membership representative of a wide range of departments. Maureen will contact the individual to see if she is interested in joining.

**Agenda topic #2 & #6**  
The content and format of the previous years’ annual report was discussed. The committee exchanged ideas about the future of GUS, such as whether it should continue to be actively developed or simply be maintained and how we would define GUS as a
“finished project” – or if it can ever be considered “finished” entirely given the shifting nature of campus systems and departmental workload. There was also discussion about making efforts to roll GUS out to more departments. It was decided that Maureen will write a draft annual report and disseminate it to the committee for comment.

**Agenda topic #5**
The committee was provided with a GUS Development Planning Timeline taking the project through June 30, 2008. A discussion took place about the effect on GUS departments if no additional funding was to be provided by the EVC for development efforts as of July 1, 2008.

**Agenda topic #4**
An update on testing of the Purchasing module was provided. Kathy continues to test and provide feedback to Allen. MSI will resume testing the module once it receives an update on issues already reported. A Purchasing working group has been formed with the charge of: assisting in the design and troubleshooting of the GUS Purchasing module. The Team will gather user input and make recommendations to the GUS Executive Committee (GEC) as how best to proceed. User input will be carefully documented and assessed when making development decisions. Their first meeting has been scheduled for March 29. The initial meeting will focus on providing the committee with an overview of the new purchasing module.

The meeting concluded with a very brief discussion about the assisted reconciliation feature and what departments think of it. Kathy & Giulia both indicated that they find it very useful and that it has saved their units significant staff time (ICESS reports a decrease in staff time from three days to one afternoon). Other committee members responded that their units were not yet fully using the feature.