

First Meeting Banner XE
Arkansas State University
May 11, 2017

The following is the agenda for the first meeting

1. High level overview of what Banner XE includes and what it means to our campus – impact etc. We will have handouts, but not a demonstration at the first meeting.
2. Discuss the approach to: the roll out, introduction to XE, training, order of roll out for areas (sequence 1st, 2nd, 3rd, etc.; at same time, or staged, etc.). There are many options.
3. Discuss needs for demonstrations, benchmarking with other schools – alternatives and approach.
4. Discuss needs for consultant support - if any?
 - a. See Advancement Systems Analysis Proposal
5. Discuss “train the trainer” approach. And who should be the extended Core Team members.
6. Establish meeting schedules/frequency – for the next 20 months and expectations. Meetings will be to update each other of progress, to request assistance as needed, and to share lessons learned along the way.
7. Set the next immediate steps to begin demonstrations and benchmarking.

The first meeting will be 1 hour. Subsequent meetings will vary in length.

Options for future meetings:

Library CVN classrooms or Faculty Center. Each have projectors and are central on campus.