Project Status Report – January 2003

Highlights

The UWF Banner Project was initiated this month, with formal approval of the project plan and budget given by UWF’s Board of Trustees at their January 6th conference call meeting.

The project plan calls for implementation of SCT Banner’s Finance and Human Resource modules, along with self-service, workflow, and reporting datamart components. In addition, the Luminis Premier system will be acquired to provide a comprehensive web portal and web content management system for UWF that extends beyond the boundaries of the Banner system. “Back-end” servers of the Banner system will be hosted at the Central Florida Regional Data Center (CFRDC) at the University of South Florida campus in Tampa. CFRDC also hosts Banner systems for USF, Florida Gulf Coast University, New College, and the University of North Florida.

The deadlines from the State (and thus target dates for UWF) for implementation of the Banner system are July 1, 2004 for the Finance module; and January 1, 2005 for the Human Resources module.

Other project highlights include:

- UWF established the overall project structure, consisting of an executive-level Steering Committee; a Coordinating Committee with overall responsibility for the project; UWF project co-managers; and implementation teams. The membership of these teams will be posted on the project web site.

- Oracle and other third-party software licenses were negotiated and purchased.

- CFRDC purchased and installed the systems for the Banner database servers.

- UWF increased our collaboration with other Florida universities who are also implementing Banner.

- SCT appointed Ms. Marge DuFala as UWF’s project manager. Ms. DuFala’s on-site office will be provided by ITS, in Building 37.

Next Month

The immediate focus of the project for February is to finalize and execute the contracts with SCT and CFRDC so that the implementation phase of the project can proceed. Installation of the base system at the CFRDC is currently scheduled for the week of February 17. Once the SCT implementation effort begins, the next major activity at UWF will be the preliminary requirements definition and the creation of the Project Definition Document, which will contain the plan guiding the remainder of the project effort.
The project web site (http://uwf.edu/uwfbanner) will be available in early February. The project Steering Committee will also begin its regular meeting cycle in February.

A general information and communications program for the University community will begin in March. Also in March, several project team members will attend the SCT Users SUMMIT annual conference in New Orleans.

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