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**SAINT LOUIS UNIVERSITY  
INTEROFFICE MEMORANDUM**

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**TO:** ELLEN WATSON, VICE PRESIDENT / CHIEF INFORMATION OFFICER  
**FROM:** BRUCE VIEWEG, ASSOCIATE VICE PRESIDENT ITS, CO-CHAIR, GATEWAY STEERING COMMITTEE  
**SUBJECT:** WEEKLY UPDATE ON GATEWAY  
**DATE:** MARCH 15, 2004

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**Budget**

Gateway project remains under budget

**Overall project issues**

- Gateway Steering Committee meets this week in Verhaegen 219, Wednesday 3/17/04 from 1:30 to 2:30 PM
- Document Imaging functionality and requirements are being reviewed for potential expanded implementation with other Banner modules (Student/Financial Aid/Human Resources/Alumni and Development). Detailed costs and implementation timelines are being developed for Financial Aid and Student Admissions.
- Conversion has made major progress on “general person” information. Each functional team is evaluating the initial migration of data from PLUS to Banner tables to be certain of accuracy
- Significant discussions regarding security approach and issues associated with the Banner modules continue
- The contract with our remote Data Base Administrator expires in May. The plan is to extend the remote service through at least the first Banner system go-live – Finance in July..

**Overall project status:**

- Currently all modules are on-time for stated go-live.

**Project Updates**

- Luminis Portal – Went live on January 26, 2004
  - Training – This week: Two Gateway calendar Level 1 classes – one in Des Peres one in School of Nursing – both sessions are filled

**Modules**

- **Finance** – continues on-track for July 1, 2004 go-live – Issues: Careful evaluation of security issues is underway; four additional screens for the Finance Self-Service Module are being developed to assure appropriate functionality is in place when training starts in April 2004; efforts to implement Evisions (print formatting) software have begun; imaging testing to begin this week.
  - System Education: No system education this week.
  - Hardware – Scanners have been ordered to meet imaging implementation timelines
  - Training – Significant progress is being made in planning for training activities that will begin in April 2004
- **Alumni and Development** – continues on-track for August 1, 2004 go-live – Issues: No current issues
  - System Education: No system education this week – team will focus on homework assigned during the last SCT education visit

- **Student – Recruitment and Admissions** – On-track for September 1, 2005 go-live – no current issues
- **Student – Registration, Records and Accounts Receivable** – On track for go-live in March 2005 - no current issues
  - System Education: Follow-up consulting visit – Catalog, Schedule, Faculty Load, Housing – Carol Berg, SCT Student Consultant – Des Peres 110
- **Human Resources** – On-track for new go-live date: January 1, 2005 – Issue: No current issues.
  - System Education: A general consulting visit to review progress to date for Human Resource Team – Cyd Hawkins, SCT Human Resource Consultant – Des Peres 207
- **Financial Aid** – On-track for February 1, 2005 go-live. Issues: No current issues.
  - System Education: No system education this week – team will focus on homework assigned during the last SCT education visit

Datamart – Not yet scheduled

Electronic Workflow – Not yet scheduled

WebCT connection for Banner – Not yet scheduled

ePrint – Not yet scheduled