
**SAINT LOUIS UNIVERSITY
INTEROFFICE MEMORANDUM**

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 22, 2004

Budget

Gateway project remains under budget

Overall project issues

- Gateway Executive Committee meets this week in the sixth floor conference room at the Salus Center
- Project management issued a request to the vendor community for a temporary WebFocus programmer to assist in migrating reports from PLUS to Banner. Several resumes have been received and are being reviewed.

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: Custom classes: Intro to Gateway (2 sessions for Allied Health); Calendar I (Library); Groups (ITS); Calendar Level II (HSC); Calendar Level II (Frost)

Modules

- **Finance** – continues on-track for July 1, 2004 go-live – Issues: A specially focused site visit for an in depth review of imaging is scheduled for the week of April 5, 2004
 - System Education: Budget development and position control (also a shared meeting with Alumni and Development) – Jim Keches, SCT Finance consultant – Salus Center room 631
 - Hardware – Scanners have been received and are being installed within Business and Finance – Accounts Payable department
 - 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: Need additional resources to support report migration from PLUS to Banner; currently seeking contracted assistance that be in place in April.
 - System Education: Solicitor organizations, gift societies, and acknowledgements – Judson Matthews SCT Advancement consultant – Des Peres 207
- **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: A more in-depth session on Population selection and letter generation – Robert Franscone, SCT Student Consultant – Des Peres 110

- **Human Resources** – On-track for go-live date: January 1, 2005 – Issue: No current issues.
 - System Education: No system education this week – team will focus on homework assigned during the last SCT education visit.
- **Financial Aid** – On-track for February 1, 2005 go-live. Issues: No current issues.
 - System Education: No system education this week – the first system education will be in April with the new SCT Financial Aid consultant.

Objective measures of progress

The table below presents current project information compared with expected progress – based upon the Gateway project plan. The Advancement system is the only module that is of current concern. We are assigning additional resources to this module in the Reporting areas. Current go-live dates for all modules are valid.

	December		February		
	% complete	Ratio	% complete	% expected	Ratio
Overall Gateway project	28%	.97	42%	43%	.98
Finance	18%	1.125	31%	33%	.94
Advancement (Alumni & Development)	18%	.95	43%	56%	.77
Human Resources	14%	1.08	26%	26%	1
Student	10%	1	24%	22%	1.09
Financial aid	6%	1.5	8%	8%	1

Datamart – Not yet scheduled
 Electronic Workflow – Not yet scheduled
 WebCT connection for Banner – Not yet scheduled
 ePrint – Not yet scheduled