

CAMPUS ONE-CARD MEETING
MINUTES OF MEETING

December 7, 2005

Present: Jeff Nelson, Bruce Petryshak, Toby Singer, Jane Schimpf, Nancy Colman, Dave Maley, Tim King, Bill Wheelock, Phyllis Short, Cindy Fuller, Rich Kasch, Andy Grant, Brian Kulpa, Gaylyn Finn, Chuck Wiersma

There is now a signed contract with Blackboard. Jeff Nelson will be the Project Leader for BGSU.

Jeff distributed a committee member proposal. The Implementation Team will take the Wed. at 2:00 meeting spot and have scheduled meetings for every Weds. They can be cancelled if not necessary.

The "entire" group will continue to communicate through Blackboard.

An interview needs to be scheduled with the Bb team for a Bb Project Manager approval. A "Kick-Off" conference call will be held after all teams have been selected. Call will be held before break if possible.

Changes are inevitable to the B!G Charge and "bursarables". The project will have to do early promoting and communicate to everyone that this will be a good thing for the University. An important facet of this program is to do away with all of the small cash transactions throughout the University.

Dining is the number one priority of the process right now, followed by the off-campus programs and the bookstore.

Communication between the committee members and the stakeholders will be critical.

Nancy inquired if a possible banking relationship will be reviewed. Jeff stated that it is on the list, but for BGSU, space is an issue.

Jane stated that Dr. Whipple had mentioned the new Student Services Building, which is a couple years off, as a possible site for the One Card Office.

Bruce suggested that Cindy create a web page for information regarding the One Card Project. Jane stated that on that piece of media we could clarify that it is not the intention of the project to "re-card" the entire university. The site could also host a FAQ section.

Jane stated that the 3 VP's will funnel information to the Cabinet. The project needs a business plan with an operating budget, start-up costs, funding, and a fall-back plan. All of this is a high priority so that numbers can be built into the budgets for next year.

Nancy will put together a list of FAQ's with answers.

Dave inquired when Micros will be available to come and begin the process. Bruce stated that Micros is part of the Bb Team and that they have estimated time and costs for implementation in the negotiations.

The high priority right now is the "Team Kick Off" to get all of the players in place.

A phone interview with Bb will suffice to pick the Bb Project Leader.

Implementation Team will meet in one week. Jeff will check on the availability of a room and let the team know. Team members should bring any FAQ's to the next meeting.

NEXT MEETING - TBD

Pam Oler
12-7-05