

## ***BASIS Status Report***

**Date:** August 14, 1996  
**To:** Robert Zimmerman  
**From:** Dennis Stropes  
**CC:** Craig Brown  
Susan Cromwell  
Don McFatrach  
David Merrifield  
Ron Neyman  
Dale Stingley  
**Subject:** Status Report July 1996

### ***Project Management***

Work has continued in development of detailed timelines for the project. Additional modules with their priorities, complexities, and assignments are continually being added, and this scheduling and monitoring process has been agreed to by functional area leaders. The BASIS team will present scheduling and resource issues to the steering committee within sixty days.

### ***SAG Documentation***

The new CD-ROM version of Software AG documentation has been installed by two BASIS members. We now must determine how to make it available to those without a CD-ROM drive.

### ***Development***

#### **Directory Maintenance**

A meeting was held to inform those involved in publishing the campus directory, and users have approved the new reports. A schedule has been established to complete the directory update process by September 13, 1996, enabling directory information for appointed employees to be entered and maintained using on-line BASIS functions. Preferred names and titles will be easier to accommodate, and the overall process will be more efficient and effective.

#### **University Procurement System**

On-line requisition and purchase order functions are being tested and refined, and development for receiving functions has begun. Details for accounts payable functions are being designed, and coding on these should begin soon.

#### **Departmental Accounting**

Definition and design of this key component are progressing. User feedback has been very positive regarding the ability of each department to get the information they need as compared to the existing system.

### **Budget**

Prototyping, testing, and refinement of the budget functions are continuing. Users have provided additional feedback and design considerations.

### **Payroll**

Several meetings were held to discuss design concepts and the required changes to payroll processing. Some documentation was produced and reviewed. Because multiple distributions will be entered by departments, MSA will be used as a check and voucher generator, but will contain no distribution data. BASIS Supplemental Payroll has been defined to process extra compensation, overloads, early retirement, career service, 'traditional' supplemental pay, summer school, and adjustments.

### **Administrative Text Management**

A group of callable subprograms has been developed to manipulate and store unlimited amounts of text as needed for various functions. These will soon be incorporated into purchasing functions for testing.

### **New Technology**

Members of the BASIS team attended demonstrations fo COLD and Data Warehousing. The benefits from both areas are clear and will be utilized.

### **Issues**

The ability to direct reports from MVS to remote printers has been successfully tested by David Wimberly. We now need to move support for new and current users to a central function. (Dennis Stropes and Susan Cromwell to do)