



## Meeting Information

**Meeting Title:** RunnerCard Committee

**Date:** December 6, 2019

**Dial In #:**

**Meeting Called By:** Richard Nelson

**Purpose:**

## Attendees

Checkmark or "X" indicates the attendee is present

Attendee	Representing	✓
Curt Asher	Library	
Rich Nelson	ITS – Runner Card Service Owner (Chair)	X
Steve Miller	ITS - RunnerCard DBA	X

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	Facilities	
Rubicelia Alvarez	Student Affairs	
Kamye Salyards	ITS – Administrative Support	X

## Agenda

#	Agenda Topic	Led By	Time Allotted
1.0	Call to Order	R. Nelson	
2.0	Approval of Minutes – 09/23/2019	R. Nelson	
3.0	Announcements and Information	R. Nelson	
4.0	Approval of Agenda	R. Nelson	
5.0	Old Business <ul style="list-style-type: none"> <li>               Delaying the Transact cutover date from Jan 6<sup>th</sup> to April 13<sup>th</sup>-19<sup>th</sup> (Spring Break).                This is due to delays in receiving hardware from hardware vendor.             </li> <li>               CCTV/Panic Button installation Update                Pre-approval dollar amount to authorize change orders in the Transact implementation project.             </li> </ul>	R. Nelson R. Nelson	



## 5. Old Business

**Transact** – Delaying the cutover date from January 6<sup>th</sup> to April 13<sup>th</sup> – 19<sup>th</sup> (Spring Break)

- N. Stringer provided details on the progress. They spent three days with the representative from Transact and worked on all configurations that can be done now.
- Transact admin processes reviewed.
  - Configuration of Laundry completed. Pending pricing and definitions.
  - eAccounts system configured. Pending media and gateway setup.
  - TIA setup in the system.
  - Online Photo Setup and training provided.
    - SAML2: Meta Data File. . 5-n14.9 (at)-r5-n14.9 (at)-r5-nF(u)-0.. Td( )Tk-3.2 (n)( (i)-3.66.56 553-0.8

Total requested amount to approve for change orders - \$21,011

Blocker tool, remove sidecars

Additional ADM's

AV computer

Cameras

ADM locations:

- Media Lab
- Cashiers Office
- Library
- Print Shop
- Housing
- Student Union

**CCTV/Panic Button installation Update** – Network cabling as been installed. A few changes had to be made, so slightly delayed. Cameras will get installed soon.

## 6. New Business

**Current Budget** – As reported by Y. Stallion, the current balance is \$445,000. If change order request is approved, the remaining balance will be \$424,000.

**Motion/Second/Approved:** S. Miller made a motion to approve the change order request not to exceed \$30,000. Q. King seconded the motion. The request for additional funds to accommodate the \$30,000 in change orders for the Transact project was approved.

Meeting adjourned at 9:47 AM