Effort Reporting System Management Group
Meeting Notes
May 7, 2008
Accepted June 11, 2008

This meeting was conducted as a conference call. Participants included:

Sue Abeles, Monica Dunne (for Jim Corkill), John Ellis, Matt Hull, Bobbi McCracken, Bruce Morgan, and Jon Good.

Discussion Topics:

Review of 3/12/2008 Meeting Notes

The March 12, 2008, meeting notes were accepted as written.

Project Status

Jon Good provided an update as recorded in the April 10, 2008 Requirements Committee meeting notes: "Steve reported on the status of release 9.1 development. He has completed the programming to upgrade from Hibernate v2 to v3, and is now working on batch processing performance improvements. Several bug fixes will also be included in 9.1, which is due for release in May."

Jon also noted that Steve is preparing a new means of reporting on planned releases and related modifications. When ready, this planning document will be communicated to the Management Group and the Requirements Committee, and placed on the project web site.

Requirements Committee Update

Jon Good reported that the Requirements Committee met via conference call on April 10th. Jane Meyer has taken over leadership of the Requirements Committee. No issues requiring Management Group attention were raised. However, there was an inquiry about when the "consequences" statement would be ready.

The Requirements Committee will next meet via conference call on Thursday, May 8th.

Technical Advisory Group Update

No report.

Project Finances

Jon reported that Jane is in the process of preparing projections for FY 2008-2009 and that expenses are expected to drop significantly below the FY 2007-2008 level. Based on actual expenses through April, FY 2007-2008 expenses should run $49 under projections.

For FY 2007-2008 transfers of funds for Base ERS support has either been received or is in process for all campuses except Riverside. Matt Hull reported that Riverside will be contributing to Base ERS support for FY 2007-2008 and that arrangements for funds transfer should be made with Bobbi McCracken.

Actions When Effort Is Not Certified
Time Limits for Generating/Certifying Effort Reports

Sue Abeles reported that the policy statement is in review by the Controllers. At the last Controllers meeting, Jorge Ohy had presented the statement and requested comments from all campuses. He subsequently received comments from only one campus. Among those comments was a question of whether the proposed 120 day timeline could be met at all. Academic Affairs on that campus had suggested deleting the statement about the risk of losing the ability to submit future proposals. Further discussion of the policy statement is on the agenda for tomorrow's Controllers meeting. Once the Controllers have agreed on wording, the statement still needs to be vetted by Vice Chancellors for Research and the Academic Council.

Non-sponsor Campuses - Status

Jon reported that there was no further news from the Santa Cruz campus, but their plan still is to bring up ERS in FY 2008-2009.

Bobbi McCracken reported that Riverside is one step closer to signing the service level agreement for UCOP ERS Hosting.

Campus Status Reports

Berkeley – John Ellis reported that Berkeley has ERS up across the whole campus. The most recent certification period deadline was April 30, and there was a very high level of certification, thanks to a lot of people on the campus.

John also reported that one federal agency has stated that one day late or thirty days late doesn't matter, and charges won't be accepted when certifications are late. This will be an item in the Controller's discussion on the policy statement.

Los Angeles – Sue Abeles reported that Los Angeles has completed its most recent quarter. A lot of folks are playing "catch-up". Departments are now pushing to get remaining certifications to "close out" past quarters. It's pretty clear that there needs to be a continued push to make sure people are taking effort reporting seriously. Los Angeles has been hearing favorable remarks about ERS.

Next Meeting

The next meeting is scheduled as a conference call for **Wednesday, June 11, 2008, from 1:00pm-3:00pm**.

Though the primary topics for the next meeting will be the policy statement (consequences and timeframe for certifications) and Base ERS finances, it was agreed to attempt to transact as much business on the policy statement through email to move that item along and assess the need for the conference call by June 4th.

Effort Reporting System Go-Live Plans
May 7, 2008

Campus	Effort Reporting Period Start	Calendar Start	UCOP Hosting?	Notes	Status/Comments
Berkeley	Fall semester 2007	February 2008	Yes		In Production February 2008.
Davis	July-December 2006	March 2007	No		In Production March 2007
Los Angeles	Spring quarter 2006	Mid-August 2006	No		In Production September 2006
San Diego	Summer Qtr 2007	August 2007	Yes		Full production planned for March 2008.
San Francisco	Fall 2006	April 2007	Yes		In Production 4/16/2007
Merced					Using UCLA ERS
UCOP					Using UCLA ERS
Irvine	Unknown	Unknown	Unknown		ERS Overview presented 12/5/2005
Riverside	Unknown	Unknown	Yes		Working on obtaining funding
Santa Barbara	Unknown	Q2 or Q3 2008	Yes		Working out UCOP Hosting SLA
Santa Cruz	Unknown	2008	Unknown		Working on obtaining funding
DANR					Using Davis ERS