



Minnesota
STATE COLLEGES
& UNIVERSITIES

**Minnesota State Colleges and Universities
RDB to Oracle Conversion Meeting**

MEETING NOTES

May 6, 2008

11:00 AM – 12:00 PM

Conference Room 3362, Wells Fargo Place, St. Paul

NEXT MEETING: Date: June 3rd, 2008
Time: 11:00 AM – 12:00 PM
Location: TBD

ATTENDEES:

Glen Guida, Ken Ries, Art Lieble, Scott Sahs

Via ITV: Bruce Wolf, Ilya Yakolev, Nancy Gerber, Mark Malecek, Ra Nae Thompson, Mike Davis

An RDB-Oracle Conversion meeting was held during the IT Conference at Craguns, but we do not have minutes from this meeting.

1). Review/Adjust Agenda:

We will discuss the application database migration and subtopics of this:

- What are the key dates and activities going forward?
- Uniface
- Quality Assurance and Testing

2.) RDB to Oracle Conversion

We have pinpointed October 6th and the preceding weekend for the migration. Anything that will reduce risk before the migration takes place will be done. Our goal is to re-point the database objects, change applications to point to the correct database objects and then do a significant amount of testing over the weekend so that everything is good to go by the morning of October 6th. Our intent is to come back up to business as usual on Monday morning.

We are focused on delivering ISRS so it is easy to forget the impact on campuses. We will need to map out provisions for campuses so they will know when they can begin using applications. Most campus applications will not be affected because they come off of the replicated data. We need to be aware of what processes people are using to update their data. If anything needs to be re-evaluated, hopefully it won't have a big impact on the conversion.

There may be some processes that we will be able to replicate during this process. Authentication is one that we may be able to use against Replicated. During the interim, we could cut over to Replicated for the Authentication piece.

3.) Move to Uniface 8: We are ready to move forward. We are deciding between June 13th and June 20th for upgrade dates. We will likely target the MnSCU 1 region first. The other regions will follow over the next couple of weeks. We would like to have everyone switched over a number of weeks before August because August is when we freeze apps to make sure there is no instability before Fall start-up. We would like to have everyone on Uniface 8 by the

end of June. The group decided on June 13th for MnSCU 1 and June 20th for all other regions. We will also reserve July 11th as a second option.

We may have to change a date type since we are coming from an RDB database and going to Oracle. The way VMS did date types was proprietary and unlike anyone else. We may have to change the date type but we don't know the impact it will have. Gerry Rushenberg's team is looking into any potential impacts. They will be creating testing environments. There will be more efforts in this area throughout the summer.

4.) Milestones: We have selected dates for the Oracle Migration as well as the Uniface upgrade. We have also selected June 4th to point all of the 3GLs at Oracle. We also plan on turning some of the read-only activity within the client server to migrate towards Oracle. This will give us an opportunity to monitor the systems.

The Update programs: We have until about the end of May to have these converted. Major development efforts will be completed on this. This will give us from the end of May through October to do regression and load testing.

We want to continue discussions about creating a QA environment for campuses to perform testing. This will be a carry-over item from this meeting.

5.) Communications Planning Efforts – Ra Nae Thompson:

The task force did meet for a simple brainstorming session. One of the key take-aways was that it would benefit us to communicate through the Presidents. The request was that the SDSC come up with a draft letter for Ken Niemi to send out to the Presidents. One issue is whether to contact them once or multiple times. One possibility is to give the presidents all of the information at once and then provide them with updates periodically.

- A key contact at each campus will also be necessary to facilitate communication. This will have to be arranged through communications with the Presidents. In many cases, this will be the campus CIO. We also need to make sure we keep Ken Niemi informed. This will be the responsibility of one of his team members. Ken Ries recommended sending Ken Niemi a brief bi-weekly update to inform him of our status. The PMO may be able to take responsibility for this. CIOs should possibly be copied in on all communication.

Next Meeting: We will meet for one hour prior to the next SDSC meeting on June 3rd.

Adjournment: Meeting adjourned at 12:00 PM. Meeting notes submitted by Smitha Pennepalli, Smitha.Pennepalli@csu.mnscu.edu.