

Cyborg Meeting Minutes
August 10, 2005

Attendance: Pete Bostian, Wayne Duncan, Ed Green, Ann Heller, Pam Mendelsohn. Cathy McClintock, Jim Racheff

1. Time & Attendance: Pete reported that WISCO is using the new payroll system and they have not encountered any problems. Ken Dinsmore was not present to update the status of the Time & Attendance.
2. Credit Hours: Pete reported that all WISCO's full-time exempt employees are allowed to accrue credit hours in Time Wizard. Wayne noted that Cyborg has been set up to accept the credit hour HED's for WISCO.
3. New Computer: Pete reported that they expect to move Cyborg over to the new computer by the end of this month. He noted, however, that a few background processes still need to be checked. When this move is done it will be transparent to end users but they will have to update their Cyborg clients to point to the new computer. A batch file will be provided to perform the update.
4. Payroll Processing: Wayne reported that the Labor Day holiday will have no affect on payroll processing. He and Ann agreed to send the Vanguard transmission on Friday. Ann noted that there is a new contact at Vanguard and Wayne has already received that information.
5. Miscellaneous: Ed Green gave Ann Heller a sample of SAIC's new payroll checks for submission to the bank for test processing.

Wayne noted that he has received ordering information for W2's. He also noted that in addition to the 10% savings for ordering early, there is now a 15% discount if ordered by today. Wayne noted he received this information yesterday.

The next meeting will be held September 14, 2005, at 9 AM in the Building 362 Conference Room.