

## 2017 ITPC Planning Summit Scribe Sheet

### Group Breakout 2

#### The Role of a Scribe

A scribe:

- Captures and records the proceedings of the breakout sessions to assure the group can accomplish their goals.
- Documents what is discussed during the workgroup sessions.
- Helps the group create lists of important points.
- Summarizes the issues from time to time as to ensure they are documented correctly.
- Documents all issues, ideas, solutions, and resolutions provided by the workgroup.

1. **Consider the multitude of business processes that you interact with on an ongoing basis. Think of a specific one that you know needs improvement. How would you improve it?**

2. **What are the ideal design characteristics for the systems that implement these business processes?**

3. **Given your experience with the totality of university administrative IT systems, what would be areas of improvement for next-generation ERP systems (Banner)?**