

Core Agenda
02-01-16
9:00 Curris Center Ohio Room

In Attendance: Janet Balock, Ellen Dale, Jan Fuqua, David Jeffress, Cassidy Palmer, Robert Pervine, Tracy Roberts, Brantly Travis, Carla Thomas, Keith Weber, Kelley Wezner

Unable to Attend: Wendy Cain, Fred Dietz, Joyce Gordon

Next Meeting - Monday, March 7, 8:30 - 11:00 am, Clock Tower, Biology Bldg.

COESIS Replacement - The team is currently re-evaluating all options to see whether to proceed with the current plan of building/buying the remaining pieces needed or if there might now be an inclusive solution available. A survey is being prepared to send to sister education programs in hopes that might turn up some new options.[cp]

Recruiter Expansion - There is desire to extend the use of Recruiter to other areas on campus and to graduate coordinators. However, we cannot proceed until additional support resources are identified. This need has been raised to several administrators. [cp]

Note: During open discussion it was shared Lauren Woolen in Enrollment Management is currently the sole support for the Recruiter system with no back-up person. It is felt that one additional support person would be adequate to bring the Graduate Office on as a user of the Recruiter system. [CLT]

“RAMP” Project - RAMP was started a couple of years ago with the implementation of Recruiter. The idea is to email newly accepted students their myGate login information. This tool would really help Enrollment Management move forward with the scholarship software implementation and with notifying students of their myGate login information. [fd] Current status of the implementation will be provided during the meeting. [dj]

Note: Clarification -- newly accepted students **will not** be emailed their new credentials, due to security concerns. Once a student is admitted to MSU, they will be presented with a link at which they can enter their self-identified credentials. [CLT]

Password Self-Help - Currently we are having issues with the myGate reset portion of Password Station. We have a ticket in with the vendor. We have plans to rollout phase II soon. This will allow users on campus machines to use the reset/recovery options from the Windows login screen on their computer. A date has not been set to deploy that piece. [cp]

New Tuition and Scholarship Model - The project team has validated Banner will concurrently support both the current and new tuition and scholarship models. Numerous policy and process changes associated with the new tuition and scholarship model have been and continue to be identified and addressed. The project is on schedule. [kw]

Update on Title IX and Alcohol Awareness Holds - A meeting was held in early January to discuss future plans. Students will not be required to do anything again until fall. A meeting will be held in March to discuss preparations for fall. It was again noted that training of all kinds really needs to be moved to an appropriate training system. Canvas, as an LMS, is not designed for the level of training, tracking and reporting that is necessary. This need should be included in future budget planning. [cp]

Note: The present plan is to continue with current procedures for issuing registration holds for fall pre-registration. [CLT]

Valid Student Addresses - Members of HR, Registrar, and Payroll met to discuss the impact invalid student addresses has on distribution of W-2s and 1095-Cs. Currently students can delete or inactivate their addresses. When mail is returned the Registrar's Office puts bad address in the address line to prevent wasting additional postage. Two initial recommendations are:

1. Develop a SSB page requiring students to have at least one valid address
2. Complete implement of the "clean address" solution which has been purchased.

This project has not been scheduled, but is requested to be completed by May 2016. [ed]

Do any offices in addition to HR, Registrar, and Payroll want to be included in this project?

Note: During open discussion the following was shared --

- Clean Address needs to be re-installed in Test. Tracy will identify someone to begin the testing process again once the re-install is complete.

- The Bursar's Office should be included in offices to be involved in this project.
- Per Tracy, the group has met and they are at the point they need IT now. Keith said he will set a meeting of the group to determine next steps, lay out a tentative project timeline, and determine if IT support is available. [CLT]

Student Retention - The effectiveness of MapWorks is being reviewed. This discussion could lead to evaluation of other solutions. [kw]

University-wide Reporting - University reporting needs consist of both transactional/operation reports and decision support/analytical/business intelligence solutions. These two categories require separate solutions. A project plan to address these needs will be developed and presented for approval by March 22. [kw]

Argos (an ellucian partner) offers a Banner reporting/analytics solution that competes with Cognos. Argos representatives will demo their solution on Tuesday, 2/9, in TSCS Classroom. A functional (end-user) demo will be held from 9:00 - 10:00 am. A technical demo will be held from 10:00 - 11:00 am. All are welcome to attend.

ellucian has been asked to present their business intelligence solution to us. Invitations to this session will be forthcoming if and when it is scheduled.

ITSM (Information Technology Service Management) - A comprehensive technology service/help desk solution has been purchased from Team Dynamix. New processes for service catalog, incident management, change management, problem management, knowledge management, and asset tracking will be implemented prior to August 5. This project will significantly change processes within IS. All decentralized technology units will be invited to participate in these process changes. More information will follow as specific project tasks are defined and scheduled. [kw]

PPM (Project and Portfolio Management) - A PPM solution from Team Dynamix was included with their service/help desk solution. IS will implement the Project Management modules and new processes by June 10. Portfolio Management will be implemented at a later date. This new project management solution will significantly aid the new University Technology Governance structure. [kw]

Assess Current Technology and Future Needs - Plans to assess technology-related current and future needs are progressing on schedule. The assessment of learning, teaching, and academic research needs is to be completed by April 29. The assessment of administrative functions is also to be completed by April 29. The

assessment of technology infrastructure is to be completed by May 20. These assessments are needed to create the Rolling Five-Year University Technology Plan. [kw]

Note: Keith shared ITAC will be pretty heavily involved in the assessment of learning, teaching, and academic research needs. And, Core team will be pretty heavily involved in the assessment of administration functions. [CLT]

University Technology Governance Proposal - The draft Technology Governance structure has been well received across campus. Draft charters for each of the four proposed committees will be distributed to CORE by February 29 for review and discussion at our March 7 meeting. The objective is to have the new University Technology Governance structure approved by April 29 and in place prior to the end of this semester. [kw]

Additional Agenda Items or Announcements for Today's Meeting?

- Disaster Recovery -- Brantly shared his group has been tasked with putting together a list of what system functions (i.e. payroll, student refund checks, etc.) should need to continue without interruption. His group will also need documentation from end-users re: how to run those systems as, in time of a disaster, it will likely be IT staff completing the functions rather than those individuals that would normally do so. [CLT]

Meeting adjourned: 9:58 a.m.