

Minutes of the LMIS Committee
April 17, 2013

Members in attendance: Jane Carlin, Denise Despres, Martin Jackson, Pierre Ly, William Morse Jr, Cindy Riche, Bryan Smith. Guest: Travis Nation (Optimize Project)

The LMIS committee convened in the Misner room at 10am.

1. Cindy Riche agreed to serve as secretary for this meeting.
2. The minutes of the 3/28/13 meeting were approved.
3. William Morse announced a structural and title changes within Technology Services. Enterprise Information Systems (EIS) and Network and Server Systems (NSS) will consolidate into one functional unit with a unified reporting structure. The directors of EIS and NSS will report to the new role of Deputy Chief Information Officer, Enterprise Information Services and Network and Server Systems, to be held by Travis Nation. Nation will continue to serve also as Director of the Project Management Office and Project Manager for Optimize Puget Sound. There will be two additional title changes effective May 1. Chief Technology Officer will become Chief Information Officer, and Cindy Riche, Director of Client Support and Educational Technology Services, will become Deputy Chief Information Officer, Client Support and Educational Technology Services.
4. PeopleSoft/Optimize Report: Travis Nation presented a report on the Optimize project and distributed a handout outline (attached here) and presented the following information:

Registration:

- Registration- very successful. Students loved the shopping cart.
- This week summer registration is going on.
- Student Financials is going live next week.
- Grades will be entered by faculty in Peoplesoft.

HR:

- New system will be live on April 29.
- Faculty searches in May will use new system.
- Benefits Admin will go live in late April.
- Student earnings- no live time tracking yet, working on it.

Financials team: working on improvements for users.

Technical team future work:

- Project ends Dec. 31, will continuing refining system after that, including converting historical data.
- MyPugetSound portal – target mid August or Fall to go live.
- Analytics
- Mobile apps – built in for students, faculty & staff
- Document imaging and management for HR & Finance

5. Archive Committee Report: Jane reported on the work of the Archive Committee. Jane has added the report to the LMIS SoundNet site. Jane reported that Jane and Katie Henningsen (Library Archivist) will be creating and sharing a writeup on various scenarios to improve the space, with a 3 year timeline, to share with Bob Kief and President Thomas. Jane asked that LMIS endorse this report and recommendations to indicate a groundswell of support. Martin moved to accept the report. Denise seconded. Group approved the endorsement of the report.

Denise noted that faculty in Wednesdays at 4 gatherings have discussed using the archives. Jane shared examples of specific courses using the archives in teaching. Jane would like the archives to offer opportunities for students to get pre-employment practical working skills. Jane would also like an exhibit space to showcase specific archival projects.

6. Denise talked about the collation of the LMIS Committee's final end of year report to the Faculty Senate. She will be presenting to the Faculty Senate on May 6 or 13 and will need to receive everyone's contributions soon. Cindy agreed to write up a paragraph description of the PrintGreen project for Denise to include.

The meeting concluded at 11am.

Respectfully submitted,

Cindy Riche

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Project Updates

- Campus Solutions team
 - Faculty training
 - Fall 2013 registration
 - Summer 2013 registration
 - Student Financials
 - Advising

- Human Resources
 - Recruiting
 - Benefits Administration
 - Student earnings

- Financials team
 - nVision training
 - Year-end planning
 - Budget screens.

Next Steps (April/May)

- Campus Solutions team
 - Student Financials go live.
 - Prepare for graduation.

- Human Resources team
 - Recruiting and Benefits Administration go live.
 - Continue post go live clean up and operation refinement.
 - Campus directory.

- Financials team
 - Budget screen modifications.
 - PeopleTools upgrade.
 - Prepare for year-end processing

- Technical team
 - Report and query development.
 - Identity system (Oracle Identity Manager OIM).

- Training/User Education
 - Continue development of self-service guides (UPK).

Beyond May

- System refinements
- Remaining data conversions
 - Bolt-ons: housing, SAG, Conduct, orientation
 - Analytics: data warehouse, Hyperion planning
 - Mobile applications
 - myPugetSound (portal)
 - Room Scheduling
 - Document management