

## LMIS Minutes for November 8, 2013

Present: Jane Carlin, Denise Despres, Amy Fisher, Nick Kontogeorgopoulos, Emily Menk, William Morse, Cindy Riche, Bryan Smith, John Wesley

Guest: Travis Nation (Technology Services)

Denise Despres convened the meeting at 3:00pm, noting that we have now received our charges from the Senate. She then made a motion to approve the minutes for October 25, 2013. The motion was approved.

Next, Travis Nation provided us with a report on Optimize. He noted that progress has been made on the financial side of PeopleSoft, e.g. towards automating benefits calculations and enrollments for part-time and visiting faculty. They are also working on developing hiring modules, to make applying for positions and evaluating applicants easier.

On the campus side, Nation noted that faculty advisors could release any holds affecting a student's ability to register. This should not be possible. Oracle has been made aware of the problem and is working on a solution. He is also aware of faculty concerns regarding the visibility of students' financial information. Eventually, this information will be hidden. He noted that what faculty see is exactly what the students see with regards to their academic records and financial accounts. By hiding the financial information from faculty, students will no longer be able to access that information through the main interface. It will be a multi-step process for students to access their financial records, but he appreciated faculty concerns.

With regards to registration, he noted that there is still work to be done. For example, unlike Cascade, students wishing to be waitlisted for a course need to register for their second option first (a course that is not full and would serve as a substitute should they not be able to get into their preferred course) and then register for the waitlist. If students register in the opposite order, they may be inadvertently 'kicked off' the waitlist. Because of these problems, the registrar's office is manually checking each student's registration. Nation noted that this is a far from ideal solution, and they are working to resolve these issues.

Nick Kontogeorgopoulos raised a number of concerns on behalf of the faculty, and encouraged Nation and Morse to communicate more with the campus community about the work being done to improve faculty, staff, and student experience with PeopleSoft. Jane Carlin asked Nation and Morse to briefly outline the reasons for the switch from Cascade to PeopleSoft. Nation and Morse explained why the university had to move to a different system, as Cascade was coming to its 'end-of-life' (the software platform will, in the near future, no longer be supported). They then explained the tendering process and reasons for choosing PeopleSoft. Nation said that the list of issues to address is currently between 300 and 400 items long, and they are working to prioritize these problems, but it is challenging. His staff is working long hours, often overtime, to address concerns on both the academic and financial side of the transition. He praised his staff's dedication and hard work, and acknowledged that the transition is challenging for everyone on campus.

Kontogeorgopoulos urged Nation and Morse to come before the full faculty to discuss the Optimize project because he found their presentation helpful and informative. The rest of the committee agreed. Despres and Carlin suggested that LMIS could also help facilitate communication between technology services and the faculty, perhaps by setting up an e-mail address for LMIS to which faculty could send their concerns with Optimize.

Towards the end of our discussion, Nation noted that admissions would soon be switching over to PeopleSoft as Technology Services continues the transition from Cascade to PeopleSoft. Morse noted that CHWS is going to be switching to electronic medical records this year, and Carlin reminded the committee that the library is also transitioning to a new software package this year. Despres then asked the committee to consider our other charges in light of this information, especially charges 3, 9, and 10. Nation and Morse suggested that switching to electronic evaluations would be especially difficult at this time, given current demands, and would slow down much needed improvements to PeopleSoft. Despres suggested that charges 3, 9, and 10 be put on hold for this year, and the committee agreed.

Despres adjourned the meeting at 4:05pm.

Respectfully submitted,

Amy A. Fisher