

**LASER Project Steering Committee**  
**Thursday, June 28, 2007, 1:30p.m.**  
**Union Stateroom #2**

*\*Draft prepared by: Aimee Hagedorn*

*\*Revisions by: Jennifer Gehrt, Viki Horan*

**Attending**

Diana Blake, Neil Erdwien, Jennifer Gehrt, James Guikema, Bryan Kraus, James Lyall, Larry Moeder, Monty Nielsen, Carol Shanklin, John Streeter, Lloyd Walker

**May Meeting minutes**

The May meeting minutes were approved with no additional changes.

**Director's update**

Jennifer provided a director's report with the following highlights:

*Management*

-The team began training iTAC staff on user security set up; security access forms will be sent to Beth Alloway and Larry Robertson.

*Admissions*

-Admissions module went live June 1.

-Service requests for development work have increased significantly over the past two weeks; technical team is trying to catch up with these requests.

-Training for colleges/departments started June 27.

*Financial Aid*

-Web based scholarship application portion of combined application for admissions/scholarship went live June 1.

-Team visited KU to learn more about their processes.

*Records and Enrollment*

-The team is running transcripts from both systems to compare their differences and working through issues for the new transcript

-All colleges meeting was held to make final business process decisions (including central administration).

*Student Financials*

-Team is developing a work-around solution for Third-Party/Sponsorship processing.

-Attempting to mainstream Foundation loans.

-Have met with developers to discuss conversion of holds, as well as balances

-campus privilege fee discussion

*Self Service*

-Initial design discussions have been held to discuss self-service online help for students and faculty.

-The look and feel of self-service pages must be completed by October 15 to meet deadlines for communications/PR/training.

*Technical Work*

-Converted SIS Admissions data into iSIS for Student Groups and Academic History

- Student Financials team is working on report priority setting
- Interface with Talisma still being worked on; they will send over applicant information from Admissions to Talisma

**Other items for the good of the cause**

- The question was raised about what form of identification would be available for DCE students who did not have a WID since the Controller's office needs an ID in order to be able to receive payment from these students; The answer is that all students enrolled at K-State, including DCE, will receive a WID.
- The Electronic catalog Acalog project is under way; the first catalog to be released is the Graduate Catalog followed by the Undergraduate Catalog.

**Next meeting**

There will be no meeting in July. The next LASER Steering Committee meeting will be on Thursday, August 23, 2007 in Union 209 at 1:30 pm. Send suggestions for agenda items to [aimeeh@ksu.edu](mailto:aimeeh@ksu.edu).