

**LASER Project Steering Committee**  
**Thursday, February 22, 2007, 1:30p.m.-3:00p.m.**  
**Hale 401B**

*\*Draft prepared by: Aimee Hagedorn*

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

**Attending**

Diana Blake, Al Cochran, Neil Erdwein, Jennifer Gehrt, James Guikema, Bryan Kraus (for Keith Ratzloff), Betty Stevens, John Streeter, Lloyd Walker, Beth Unger

**Guests**

Julie Cook, Christy Crenshaw, Jan Elsasser

**Absent**

Rob Caffey, Rebecca Gould, Gary Leitnaker, Larry Moeder, Monty Nielsen, Carol Shanklin, Bruce Shubert

**Approval of January 2007 meeting minutes**

-Under Self-Service update, there is no 'www' in front of the proposed self-service URL.  
Minutes approved with no other changes.

**Admissions module demonstration**

-Members of the Admissions team presented an overview of the Admissions module in PeopleSoft Campus Solutions. Highlights included:

- Web application that will have automated residency decisions and build load process into iSIS; will be used to enter manual applications using the same data  
Note: There will be two applications available when iSIS Admissions module goes live, dependent on date of entry.
- Application program data
- Automated admissions, which was a huge success for the team; the functionality is much more robust than was available in OSS
- Checklists, Communications, and Comments, are tools within Campus Solutions that will allow tracking of admissions requirements, correspondence, records of unrequested materials and record of office communications with applicant

-What major decisions are left to complete?

- Today there are 4 pieces missing of the profile data; the team will make modifications to allow those pieces to be stored in Campus Solutions.
- More testing

**Project Update**

*Overall status*

-The major focus in March will be to complete development and unit testing in Admissions, and setup for final system testing that will begin in April.

### *Financial Aid*

-Tanya McGee is now working at the project site Monday through Thursday to work closely with the consultant; ISIR loads are working well so Tanya is working on process documentation and identifying needs to edit reports.

### *Records and Enrollment*

-The team is designing application security for end users, particularly focused on college users to enable entry of course requisites.

-Meetings have begun with DCE to review their requirements; also working on DARs integration.

### *Student Financials*

-The payment plan functionality causes accounting issues; the team is reviewing alternatives including using CASHNet's payment plan at a cost.

-Another functionality causing accounting issues is third party contracts (sponsorship); the team is looking into alternatives, including meeting with CASHNet and KU to consider having CASHNet develop and solution.

-The team is now focused on Accounts Receivable processing.

### *Self Service*

-The CTS web team continues to work on branding and changing the PeopleSoft pages to look more like K-State web presence. The Admissions web application is taking priority over this task and will continue to do so until completed.

## **Technical work**

### *Conversion*

-Admissions team has identified additional data for conversion: Semester Honors, Graduation Honors, and Degrees; enrollment history

### *Integration*

-The IT Management team has developed requirements and timeline for initial ID solution. (There will be no self-service log in when Admissions goes live.) The timeline is tight since the solution must be in place by Admissions go-live, June 1, 2007.

### *Reporting*

-Team is being trained on Unix, SQR/SQL to begin report development; first focus is on Admissions reports.

### *Interfaces*

-Current interfaces in progress include: HRIS interface of employees, coding Admissions web application import, and Talisma interface with iSIS.

### *Modifications*

-The team is working on various modifications such as the ACT Profile modification to track missing fields in iSIS, and the Qualified Admissions automated processing.

**iSIS Security review**

- The team has met with K-State security personnel and collectively made the decision to move the development server behind the firewall; eventually FIS and HRIS also will be moved behind the firewall so all administrative boxes will be protected.
- Another measure has been to secure direct access to the system by IP address.
- There is a need for a similar secure environment for the transaction hub; this is an immediate requirement before anything else moves forward.

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

- Marietta Milligan in ISO has been assigned to work on a post go-live operation plan for all units; this plan will cover procedures for future upgrades, downtimes, and other changes to the system once it is running.
- Communication between offices will be critical to ensure smooth operations after go-live.

**Next meeting**

The next LASER Steering Committee meeting will be on March 29, 2007 at 1:30p.m. Location TBD. Send suggestions for agenda items to [aimeeh@ksu.edu](mailto:aimeeh@ksu.edu).