

LASER Project Steering Committee
Thursday, September 28, 2006, 1:30p.m.
Hale 401

**Draft prepared by: Aimee Hagedorn*

**Revisions by: Jennifer Gehrt, Viki Horan*

Attending

John Allard (for Betty Stevens), Diana Blake, Al Cochran, Neil Erdwien, Jennifer Gehrt, Rebecca Gould, Jim Guikema, Monty Nielsen, Keith Ratzloff, Carol Shanklin, Bruce Shubert, Lloyd Walker

Absent

Gary Leitnaker, Larry Moeder, John Streeter, Beth Unger

Project update

-Jennifer Gehrt provided a handout of the updated implementation schedule. One date that was not included in the handout: September 2007, class schedule and course schedule will be live in the system. It should be understood that both the existing student system and the new iSIS will be used at the same time for at least one year. There could be a delay with the graduate admissions implementation.

-At this time the team is still working on details for data conversion.

-There was concern over flexibility of the go-live date if the functionality in iSIS is not ready by fall '08. The project plan has already been sent to KITO and the team is waiting for approval.

-Each functional team has been assigned a consultant to work with them on a daily basis; Monty requested to meet the consultant for Registration and Records, John Bush.

-The academic deans and their staff will be brought in to work in the system during mid-to late November.

-Interface Management System (IMS) will provide the interface solution between DARS and Campus Solutions; this work agreement includes consulting needs.

-The reporting strategy for Campus Solutions is still in its infant stages; there will be more details to come.

SELF-SERVICE TEAM

-Neil Erdwien has taken the lead to provide a recommendation on how to properly brand K-State in iSIS. The team will also recommend what the single point of entry will be for all K-State information systems. The vision is to blur the lines of the products that are used.

Project status tracking and communication

-A request was made for the project director to provide a high-level visual update of the project plan at future steering committee meetings. This would include issue-tracking reports.

Feedback LASER project website

-The deadline to provide feedback for the site is October 6; The revised site will go live on Monday, October 16

-One suggestion was made to include a bulleted list of things happening in LASER every week, but there is concern over what information would be appropriate and understandable by average readers.

Next meeting

The next LASER Steering Committee meeting will be on Thursday, October 26, 2006 at 1:30 pm. Send suggestions for agenda items to aimeeh@ksu.edu.