

**LASER Project Steering Committee**  
**Thursday, October 26, 2006, 1:30p.m.**  
**Union 213**

*\*Draft prepared by: Aimee Hagedorn*

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

**Attending**

John Allard (for Betty Stevens), Diana Blake, Lynn Carlin, Al Cochran, Neil Erdwien, Jennifer Gehrt, Rebecca Gould, Bryan Kraus (for Keith Ratzloff), Gary Leitnaker, Monty Nielsen, Carol Shanklin, Bruce Shubert, John Streeter, Lloyd Walker

**Absent**

Rob Caffey, Larry Moeder, Beth Unger

**Project update**

*General*

-The Work Breakdown Structure (WBS) of the Project Plan was approved by Denise Moore, Chief Information Technology Officer for the Executive Branch. The WBS begins on October 16, 2006 and runs through June 2008 when all modules are scheduled to be running.

*Admissions*

-The team is slightly behind schedule in determining their business processes and specifications for development work. The Qualified Admissions development work is 50% complete and almost ready to begin testing.

-Christy Crenshaw, Associate Director of Undergraduate Admissions, will help in making decisions on business processes.

-Team lead Jan Elsasser continues to work heavily on the Talisma Student Recruitment project.

*Financial Aid*

-A full time consultant has been assigned to help with the financial aid team, which has helped with testing and identifying business process issues. The team continues to look for an Assistant Director of Technology. They will be working with the Admissions team on the Scholarship Application process.

*Records and Enrollment*

-An Oracle/PeopleSoft consultant has been assigned to work with the team for the remainder of the year.

-A contract has been signed with Integrated Management Solutions (IMS) to license the interface between PeopleSoft and DARS. The interface should be implemented and tested by March 1, 2007.

-Academic Structure set up is complete.

*Student Financials*

-The team has been working with consultant Joe Harvey for the past month and have been able

to accurately calculate campus privilege fees in all circumstances. (Previously this had been an issue for students with two types of careers such as Manhattan campus and Salina campus.)

### *System Architecture*

-The initial test environment servers are scheduled to be handed over to the DBAs by November 1<sup>st</sup> for installation and configuration. The Admissions module will go live with a simple architecture that requires no additional server purchases, but a more advanced server architecture will be implemented for the student self-service modules. This will provide more redundancy and load capability.

-Other universities have shared that the system was undersized and not tuned properly, causing poor response time and other issues during peak usage times.

### *Technical work*

-Data conversions are on schedule, with initial biographic/demographic data having been converted and fine-tuned. Other conversions the team is working on include courses and class schedule.

-Integration with the Web Methods transaction hub has been successful in testing. There will be more discussion about the use of the portal and single sign-on with iSIS.

### *Additional notes*

-Monty Nielsen expressed an interest in prerequisite checking; he also noted that the KU registrar said job descriptions have been affected by the implementation of their new information systems to accommodate the new skills needed to use the software; overall both University of Kansas and University of Missouri are happy with their new systems.

-Reporting is still a difficult task, but contracting with a 3<sup>rd</sup> party vendor to assist with reporting is not in the project plan; it makes the most sense to use the tools that are currently available. Any decision to use a 3<sup>rd</sup> party vendor should involve ISO staff.

- The VPAST is still working on defining the involvement of the DIA staff since their move to OME; this includes Identity Management.

### **Project communications suggestions**

-The suggestion was made to have an open issues log accessible to everyone on the committee; Lloyd Walker volunteered to look into the possibility of having a wiki for this information.

-The group agreed that there shouldn't be a name for the PeopleSoft system at all because the goal is to have users all sign in to K-State and access their information. The name iSIS works fine for internal communications among the project team members and others who are working on the system.

### **Revised LASER project website**

-The revised site went live on Tuesday, October 24. The committee will send suggestions for improvement to [aimeeh@k-state.edu](mailto:aimeeh@k-state.edu). A link will be added to the password-protected team site.

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

-Plans are being made to replace the computers in F009 with updated machines. More information will be available towards the end of the semester.

**Next meeting**

The next LASER Steering Committee meeting will be on Thursday, November 30, 2006 at 1:30 pm. There will be no meeting in December due to the holidays. Send suggestions for agenda items to [aimeeh@ksu.edu](mailto:aimeeh@ksu.edu).