

Meeting NSS Campus Implementation Team
October 9th, 2002
Sharon Blanton – Meeting Facilitator

Members Present

Sharon Blanton
Ruby Miller
Dee Shipley
Emma Walter
Trina Larson
Stacy Curtis
Barbara Bentz

Linda Hughes
Dean Hermanson
Mike Rooney
John Weser
Pat Serrano
Mary Mckeever
Anne Mello

Members Absent

Fran Watkins
Debbie Kushibab
Liz Bahe
Pat Chandler
Liz Ketterman
Carole Teel

Sharon Blanton called for updates on the Sub Committees. All sub committees were present. Shadow Systems, Training, Security, and Change Management.

Sharon Blanton and Ruby Miller distributed numerous handouts, including, High Level Project Activities, Customer Support Organization, Point in Time Deployment Planning Analysis, Proposed Process Analysis Plan, Peoplesoft 8.0 Student Admin Training Proposal, Detail-Level Planning, and High Level Timeline graph.

Security : Sharon Blanton made suggestions of how to make security a priority, for the NSS. A suggestion from the committee was annual password change made mandatory. Sharon also stated that there will be some activities that will be sent out to the clients, along with flyers, announcements, etc.. Sharon would like the committee to have some feedback on suggestions, by Monday October 21st, 2002 on security issues.

Training : Emma Walters reported the training plans are as follows:

Phase I to start Nov 4th,
Navigating/Explorer/Searching
Change Management

Phase II to start in Late Spring 2003
Basic Word, Excel, and Access

Phase III To be determined
Advanced Word, Excel, and Access

Sharon and Ruby would like to see the FERPA training start as soon as possible. Fran is planning on doing the training. Ruby and Sharon would like to have all the members of this team participate in the training.

Trainers are to include Emma Walters, Stacy Curtis, Linda Hughes, Fran Watkins, (FERPA), and possibly Adjunct Faculty members from SCC. Possibly be able to include the district trainers.

Shadow Systems : Stacy Curtis, Linda Hughes, Linda Fuchs, and Mary McKeever, discussed results of Survey. They are still evaluating some of the responses, but at this time there are a lot of Excel, Word, and Filemaker Pro Imports, that are being done from SIS. There were some comments of what clients would like to use in the future, such as Access. This team is still gathering data and making phone calls to get detailed information that is needed.

Change Management : Liz Bahe presented the possible training schedule for FERPA. The workshop is possibly an hour to an hour and a half. PowerPoint Presentation, and Group Activities.

Proposed Dates: November 15th (Pilot with Student Services Management)
December 13th and 16th, the training will be open to all.

The Size and Time of these trainings are unknown. She should be able to let us know on or about December 4th.

Next meeting October 23rd, 2002 at 10:00am – 12:00pm in AP 218

Meeting Adjourned at 11:30am