



SIS Oversight Committee Meeting

Date of Meeting: 9/24/07, 3:00 – 4:30 p.m.

Minutes Prepared By: Debbie Veglahn

1. Purpose of Meeting

- Agenda:
 - Finalize hosting decision

2. Attendance at Meeting

Chris Bakkum, Bob Colclough, Bob Hetzel, Paula Knudson, Sharon Radtke, John Tillman, Carmen Wilson, Debbie Veglahn

3. Meeting Notes, Decisions, Issues

- Physical space for the SIS Project was discussed. Debbie has requested that Rooms 30 and 108 in Wing be dedicated to the SIS Project. Room 108 will be Project Central and Room 30 will be used for break out sessions, testing and prototyping by functional departments and users, and private work space for implementation team members. John Tillman indicated that Jim Jorstad had also requested use of Room 30 for informal group meetings with faculty relative to podcasting use on campus. The committee agreed that Rooms 30 and 108 should be dedicated to the SIS Project; John will work with Jim to find an alternative location for his work.
- The summary of action items from the August meeting, distributed to committee members prior to the meeting, was discussed in detail. Debbie also shared information and concerns discussed with Dave Riley relative to the SIS project as a whole. The committee acknowledged that there needs to be a long range plan for technology needs and that plan needs to follow the strategic plan/direction of the campus. Upon completion of discussions, John Tillman recused himself. It was the consensus of the committee that the SIS project should be hosted at UW-La Crosse. Bill and/or Debbie will notify John Tillman, System Administration, and FASTAR.
- Debbie provided a quick update on the project:
 - RFP for implementation partner is out with 10/22 deadline. First evaluation meeting will be 11/2; Debbie is on the evaluation team along with the project managers from Stout and Eau Claire and the Director of Enrollment Services at Fox Valley Technical College.
 - Oracle/PeopleSoft training started week at Eau Claire; joint venture with Eau Claire and Stout from both cost savings and knowledge transfer perspective.
 - Backfill positions hired for October start dates in Admissions, Financial Aid, and Records.
 - Communications: web site will be ready next week; campus update will be in Campus Connection in October; Debbie meeting with Dean's Council 9/25; Faculty Senate 10/25; planning meetings with Academic Staff Council, Student Senate, RHAC, and



3. Meeting Notes, Decisions, Issues

- ADA group.
 - The project budget is being developed by Debbie and Sharon; we have best-guess figures for the RFP Implementation Partner from system.
- Steve Senger, Joint Planning & Budget Committee, was sent copies of the SIS Oversight Committee minutes and will be included in future distributions.
- Chris Bakkum thanked Carmen Wilson for including the SIS Project in her charge to the faculty curriculum and policy committees.

4. Action Items

<i>Action</i>	<i>Assigned to</i>	<i>Due Date</i>	<i>Status</i>
Next Meeting	Debbie	TBD	