



SA Implementation Council Meeting Summary
California State Polytechnic University Pomona

Meeting Logistics

Title	SA Implementation Council
Purpose	Discuss Status of CMS/PeopleSoft HRSA Version 8.0 Implementation
Date	Wednesday, April 9, 2003
Time	2:00 to 3:00 PM
Location	Financial Aid Conference Room
Participants	Thomas Adamski, Dr. George R. Bradshaw, Stephanie N. Doda, Carol K. Heins-Gonzales, Brian K. Jenkins, Walter Kisner, Rose Kukla, Carin Ruiz, Ann Overman-Scott, Melanie S. Saracco, Jane Self, Kathleen A. Street

Agenda

Topic	Led By
0) Introductions Carin Ruiz, EUA Support Manager	
1) Action Item Review	Carol
2) Module Status	Walter/Rose
3) SA Project Issue Log	Walter/Rose
4) PeopleSoft Advising Module	Rose
5) Data Confidentiality <ul style="list-style-type: none"> • Chancellor's Reed Letter 	Carol
6) Coordinating PeopleSoft Auxiliary Activities	Carol
7) Communication Planning	Carol/Rose
8) Future Meetings <ul style="list-style-type: none"> ▪ SA Implementation Council Meeting - 5/14/03 in Financial Aid Conference room 	

Summary of Discussion

1) Action Item Review

- Issue #15: Complete
- Issue # 16: Complete

New Action Items

- New Issue #17: Evaluate PeopleSoft functionality related to Academic Standing. Assigned to Rose, Kathy and Walter
- New Issue #18: List/Summary of decisions that are being made in the IDP sessions. Assigned to Rose,

2) Module Status

IDP sessions are complete for Campus Community and Academic structure. IDP sessions are in progress for Student Records, Financial Aid, Student Financials, Admissions. Planning sessions have begun for external reporting. APDB reporting has been started. Rose is coordinating efforts to kick off internal reporting efforts. A data warehousing meeting is scheduled following this meeting.

3) SA Project Issue Log

Walter distributed a copy of the current SA project issue log. Items on the issue log were reviewed.

- Issue #2: In progress to resolve registration priorities.
- Issue #4: Meeting on April 14, 2003 to identify methods/needs to store historical data.
- Issue #7: Following up to get the necessary policies and guidelines
- Issue #8: Meeting today (April 9, 2003) to begin discussions on data warehousing.
- Issue #9: In progress
- Issue # 10: Data is needed to establish setup data. A stable environment is needed.
- Issue #11: Resolved
- Issue #12: In progress

4) PeopleSoft Advising Module

Walter and Rose are working to develop the work plan for the Advising Module. Walter and Rose will be hosting a requirements sessions to gather requirements and expectations for the Advising module.

5) Data Confidentiality

Carol is working with Jane and Glendy to recertify staff with access to PeopleSoft. Carol, Rose and Jane participate in conference calls with CMS on Fridays regarding changes being proposed by PeopleSoft to improve privacy.

6) Coordinating PeopleSoft Auxiliary Activities

Carol reminded the group to coordinate and communicate any work with PeopleSoft dependencies to the Project Office. This will ensure that efforts, project plans, and resources are coordinated.

7) Communication Planning

Carol, Rose, Stephanie and Carin will be meeting with Vicki from Cedar to discuss communication plans.

8) Future Meeting

The next SA Implementation Council Meeting is scheduled for May 14, 2003 at 2:00 P.M. in Financial Aid Conference Room

Action Items

Date Initiated	Activity	Responsibility	Target Date	Status
4/09/03	17. Evaluate PeopleSoft functionality related to Academic Standing.	Rose, Kathy and Walter	5/14/03	IP
4/09/03	18. Provide a List/Summary of decisions that are being made in the IDP sessions.	Rose	4/16/03	C

Legend: N-new, IP-in progress, P-pending, C-completed