Common Management System

CMS Student Administration Status Update

February 16, 2006

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Director of Administrative Computing
CMS Student Administration Project Lead

C M S
FULLERTON

Agenda

- **CMS Overview**
- **Overview of Student Administration (now called Campus Solutions)**
- **Project Implementation and Timeline**
- **Overview of Self-Service for Students**
- **Overview of Self-Service for Faculty/Staff**
- **Benefits of CMS Student Administration**
- **Myths and Realities**
- **Questions**

CMS Overview

- **Reporting Committee**
  - Susan Kachner, chair
  - Wide Campus Representation
  - Examine Report Delivery Needs & Methods
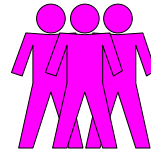 - Recommendation this Spring

CMS Overview

- **Forms Committee**
  - Welson Badal, chair
  - Wide Campus Representation
  - Examine Forms Needs Delivery Methods
  - Recommendation this Spring
  - Implementation in …..

CMS Overview

- **Divisional Involvement**

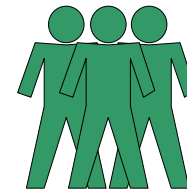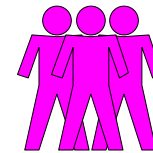 – User Work Teams

  – Support Groups

  – Integration Work Teams

CMS Overview

- **Divisional Activities**
  - Identify issues with existing system
  - Input/Feedback from User Work Teams
  - Process Map Review
  - Fit/Gap Review
  - Acceptance Testing
  - Forms and Reports

Overview of Student Administration

- **Modules Included**
  - Campus Community – Demographic data, holds, checklists
  - Admissions
  - Catalog/class schedule
  - Registration
  - Records – grades, transcripts, graduation
  - Academic Advising – degree audit
  - Student Financials
  - Financial Aid
  - Self-Service (students and faculty)

Overview of Student Administration

- **Implementation Teams**
  - CMS Steering Committee (HR, Finance and SA)
  - Student Administration Management Team
  - Implementation Teams (one per module such as Admissions, Registration, Financial Aid, etc.)
  - Focus groups (Faculty, student, users)
  - Primary Stakeholder – Nancy Dority, AVP of Enrollment Services

Overview of Student Administration

- **SA Management Team Members**
  - Sylvia Alva (Academic Programs)
  - Mark Lopez (Student Financials)
  - Amir Dabirian (Executive Sponsor)
  - Nancy Dority (Admissions & Records)
  - Susan Kachner (Lead)
  - Joe Luzzi (Technical Lead)
  - Lea Jarnagin (Student Affairs)
  - Chris Manriquez (Project Director)
  - Deborah McCracken (Financial Aid)
  - Maria Mezhinsky (Admissions & Records)
  - Harry Norman (Extended Education)
  - Michelle Totten (Assistant Project Director)
  - Implementation Partner - TBD

Overview of Student Administration

- **What is delivered?**
  - Base software with CSU-specific modifications such as the Mentor application process, remediation registration and Cal Grant.
  - All vendor changes first go through CMS Central and are then delivered to the campuses.
  - Campuses are limited in what changes they can make to CMS since most changes must be approved and done through CMS Central.
  - Any centrally-approved modifications are delivered by CMS Central to the campuses.
  - Self-Service is the one area where campuses are free to make changes.

Overview of Student Administration

- **Data Instances**
  - Production instance – live data
  - Reporting instance – nearly live data formatted just like production to be used for reporting
  - Various test/development instances
  - Data Warehouse – selected production data refreshed daily stored at CSU Fullerton and formatted to enable efficient reporting. Can also include non-CMS data such as CashNet data.

Project Implementation and Timeline

- **Key Decisions Already Made**
  - Registration go-live term - Summer 2008
  - Academic Advising – We will be converting DARS to the CMS Academic Advising module rather than keeping DARS and interfacing it to CMS. The timeframe for the completion of this conversion is 2008.

Project Implementation and Timeline

- **In progress**
  - SIS+ Data Cleanup
  - Process Mapping of current business processes
  - Planning
- **Dec 2005 – Feb 2006: SA Readiness Assessment**
  - Selected Cedar/Crestone as the Readiness Assessment partner in December 2005.
  - Focus group interviews were held in January 2006.
  - Final report has been submitted to the campus.
  - Next step is for the campus to finalize approval and submit the report to the Chancellor's Office in order to begin our implementation.
- **Feb – Mar 2006: Select SA implementation partner**
  - RFP in-progress and partner will be selected mid-March 2006.
- **April 2006: Begin functional training and fit/gap**

Project Implementation and Timeline

- **Phased-In Implementation**
  - Course inventory (catalog) – August 2007
  - Summer and Fall 2008 class schedules – September 2007 (begin schedule build)
  - Admissions applications for Fall 2008 – either October 2007 or January 2008
  - Financial Aid ISIR's loaded for 2008/09 – February/March 2008
  - Registration/Fee payment for Summer 2008 – April 2008
  - Grading and transcripts in CMS – Summer 2008

Project Implementation and Timeline

- **SIS+ and TITAN Online Moratorium on changes**
  - During the Student Administration implementation, only the following SIS+ changes will be made:
    - Changes mandated by federal or state law or by the Chancellor's Office or critical campus changes
    - Fixes to problems
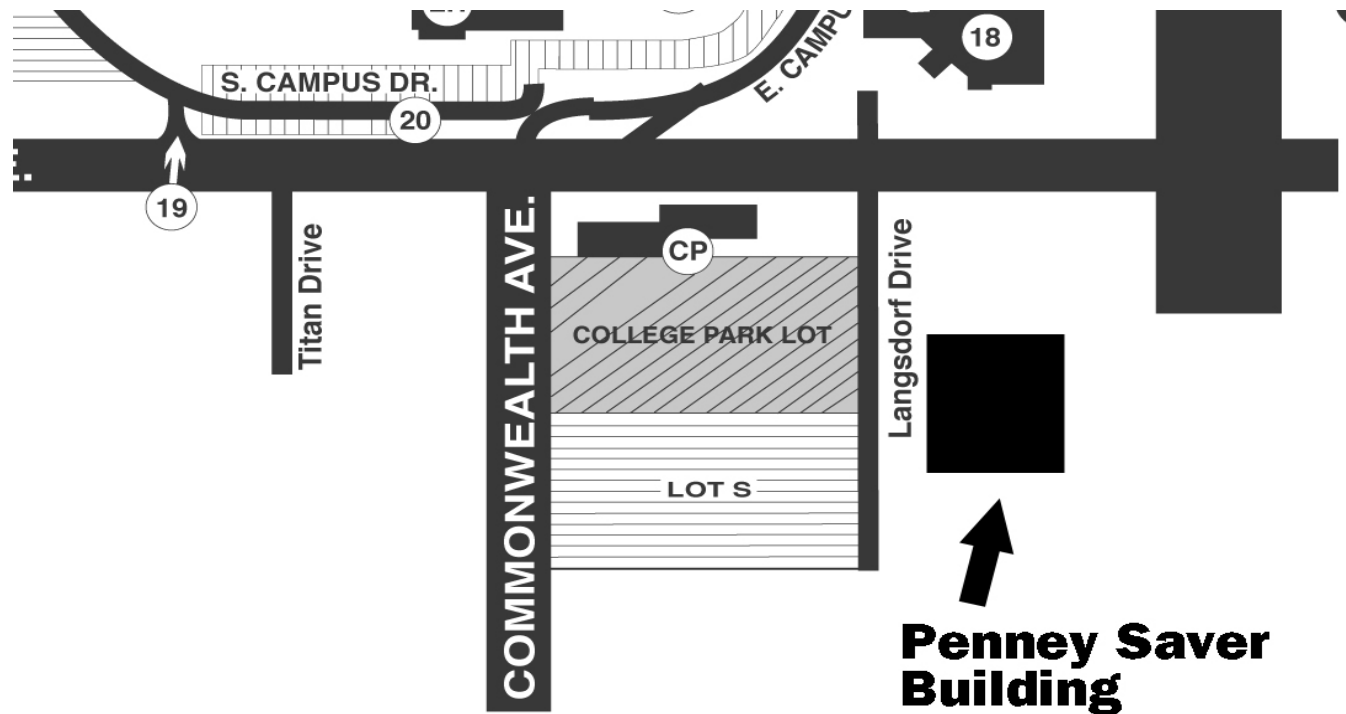   - Small changes/reports/labels

Project Implementation and Timeline

- **University Plaza**
  - Dedicated work space obtained for the CMS Student Administration implementation team
  - University Plaza (also known as the Pennysaver Building) is a 2-story building located across the street from College Park
  - First story space (east half of the building) – module work teams, technical teams and fit/gap space
  - Second story space – large CMS training room (individual computer work stations)

Project Implementation and Timeline

- **University Plaza**

Overview of Self-Service for Students

- **CMS student self-service provides**
    - Real-time access to their student information available 24x7
    - Response-time and capacity will be greatly improved over TITAN Online
    - Will no longer need to shut down degree audit access to students during periods of heavy registration
    - Will gradually replace TITAN Online as we phase in implementation
    - The goal is to make the transition to CMS Self-Service as seamless as possible to students

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Jessica's Student Center

Academics

Enrollment
My Class Schedule
Wish List
Add a Class
Drop a Class

Academic History
Grades
Degree Progress

[other academic... ▼] ≫

📅 Deadlines   🖼 URL   📋 Gradebook

2005 Fall Schedule

	Class	Schedule
📅	ART 145-1 SEM (1325)	Tu 4:00PM - 6:30PM Location: TBA
📅	CHEM 104-1 LAB (1604)	TBA
📅	CHEM 104-L1 LEC (1603)	TBA
📅	ENGLLIT 450-1 LEC (1129)	MWF 2:00PM - 2:50PM Location: TBA

weekly schedule ▶

Finances

My Account
Account Inquiry
Payment Profile

Financial Aid
View Financial Aid
Accept/Decline Awards

[other financial... ▼] ≫

Account Summary

You owe 5,161.00.
- Due Now   496.00
- Future Due   4,665.00

** You have a past due balance of 496.00. **
Currency used is US Dollar.

make a payment ▶

Personal Information

Demographic Data
Emergency Contact
Names
User Preferences

[other personal... ▼] ≫

Contact Information

Home Address
1244 South 45th St
University, CA 90706

Mailing Address
12345 Main Street
Lexington, VA 97812

Main Phone
213/456-1234

Campus Email
jessica@csuschool.com

Admissions

Request Information
Apply for Admission
Application Status
Accept/Decline

⚠ Incomplete   🟢 Complete   ✔ Admitted

My Applications

PeopleSoft University	Graduate Science Programs	2005 Fall	✔	Accept or Decline

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SEARCH FOR CLASSES

Holds
No Holds.

To Do List
GRE Scores

details ▶

Enrollment Dates

Wish List Appointment
Your Wish List for the 2005 Fall Regular Academic Session session is available for use beginning February 15, 2005.

Enrollment Appointment
You may begin enrolling for the 2005 Fall Regular Academic Session session on February 18, 2005.

details ▶

Advisor

Program Advisor

Rodney Dangerfield
949/646-8744

Jack Sadler

details ▶

Learning Management System

Blackboard
California State University

Search Engines

Yahoo
Google

News

CNN
MSN

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Accept Admission

We are pleased to grant you admission to the following program(s). Note that once you accept or decline admission to a particular program it will no longer appear on this page. Select the program you would like to accept or decline.

Academic Institution	Term	Academic Career	Program	Application Number	ACCEPT/DECLINE
PeopleSoft University	2005 Fall	Graduate	Graduate Science Programs	00024168	ACCEPT/DECLINE

PeopleSoft®

my class schedule	wish list	class search	add	drop	swap	edit

Help ?

Add Classes

1 — 2 — 3

1. Select classes to add

To select classes for another term, select the term and click Change. When you are satisfied with your class selections, proceed to step 2 of 3.

✓ **PSYCH 390 has been added to your enrollment shopping cart. Add more classes or click Proceed to Step 2 to continue processing your enrollment.**

Select Term 2005 Fall ▼   change

Add a class using one of the following:

Search for Class   Search for Classes ▼   search

------ OR ------

Select Class from Wish List   ▼   select

------ OR ------

Enter Class Nbr   [____]   enter

▼ 2005 Fall Enrollment Shopping Cart

● Open   ■ Closed

Delete	Class	Description	Days/Times	Location	Instructor	Units	Status
🗑	PHILO 210-1 (1024)	Free Will & Determinism (Lecture)	TuTh 9:00AM - 10:20AM	TBA	Staff	3.00	■
🗑	PSYCH 390-1 (1066)	Mod Views (Lecture)	TuTh 11:00AM - 12:20PM	TBA	Staff	3.00	●

View All Classes in List   First ◁ 1-2 of 2 ▷ Last

PROCEED TO STEP 2 OF 3

▼ My 2005 Fall Class Schedule

✓ Enrolled   ⊗ Dropped

Class	Description	Days/Times	Location	Instructor	Units	Status
ANTHRO 405-1L (1229)	Approaches to Archeology (Laboratory)	TBA	TBA	Staff		✓
ART 111-1 (1018)	Introductory Art Seminar (Seminar)	TuTh 10:00AM - 11:20AM	TBA	Staff	1.00	⚠
ART 145-1 (1325)	Advanced Sculpture (Seminar)	Tu 4:00PM - 6:30PM	TBA	A. Edmundson	3.00	✓
ART 171-1 (1332)	The Use of Electronics in Art (Lecture)	M 2:00PM - 4:30PM	TBA	J. Sadler	3.00	✓
ENGLLIT 215-1 (1120)	Amer Lit 1800 (Lecture)	TuTh 1:00PM - 2:20PM	TBA	Staff	3.00	✓
HISTORY 301-1 (1606)	European History I (Lecture)	MWF 9:00AM - 9:50AM	TBA	Staff	3.00	✓

My Class Schedule   Wish List   Class Search   Add   Drop   Swap   Edit

go to ... ⟫

PeopleSoft.

| my class schedule | wish list | class search | **add** | drop | swap | edit |

Help ?

Add Classes

1 — 2 — 3

2. Confirm classes

Click Finish Enrolling to process your request for the classes listed below. To exit without adding these classes, click Cancel.

2005 Fall | Undergraduate | PeopleSoft University

🟢 Open   🔷 Closed

Class	Description	Days/Times	Location	Instructor	Units	Status
PHILO 210-1 (1024)	Free Will & Determinism (Lecture)	TuTh 9:00AM - 10:20AM	TBA	Staff	3.00	🔷
PSYCH 390-1 (1066)	Mod Views (Lecture)	TuTh 11:00AM - 12:20PM	TBA	Staff	3.00	🟢

CANCEL   PREVIOUS   FINISH ENROLLING

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Add Classes

1 — 2 — 3

3. View results

View the following status report for enrollment confirmations and errors:

2005 Fall | Undergraduate | PeopleSoft University

✔ Success: enrolled	✘ Error: unable to add class

Class	Message	Status
PHILO 210	**Error:** Class 1024 is full. If a wait list is available, click Fix Errors to return to step 1. Click the class link, select the wait list option and resubmit your request.	✘
PSYCH 390	**Success:** This class has been added to your schedule.	✔

| MAKE A PAYMENT | MY CLASS SCHEDULE | ADD ANOTHER CLASS | FIX ERRORS |

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| summary | activity | charges due | payments | pending financial aid | make a payment |

Account Summary

You owe 5,161.00. For the breakdown, access   [Charges Due](#)

- Due Now   496.00
- Future Due   4,665.00

** You have a past due balance of 496.00. **

What I Owe

Term	Outstanding Charges & Deposits	Pending Payments	Total Due
1998 Fall	396.00		396.00
2000 Spring	50.00		50.00
2000 Fall	50.00		50.00
2005 Fall	4,665.00		4,665.00
Total	**5,161.00**		**5,161.00**

Currency used is US Dollar.

MAKE A PAYMENT

▷ **Remittance Addresses**

[Financial Aid](#)

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| go to ... | ▾ | ≫ |

Financial Aid

Award Summary

Financial Aid Year 2004-2005

Select the scheduled disbursements dates hyperlink to review when you may receive funds.

Academic Year

Award Description	Category	Offered	Accepted
Lake Michigan Polar Club Grant	Grant	2,500.00	0.00
Cal Grant A	Grant	2,600.00	2,600.00
TERI Loan	Loan	2,500.00	0.00
Academic Year Totals		**7,600.00**	**2,600.00**

Currency used is US Dollar.

ACCEPT/DECLINE AWARDS

Financial Aid Eligibility

Terms

2005 Spring   View Scheduled Disbursement Dates

Award Description	Category	Offered	Accepted
Lake Michigan Polar Club Grant	Grant	2,500.00	0.00
Cal Grant A	Grant	2,600.00	2,600.00
TERI Loan	Loan	2,500.00	0.00
Term Totals		**7,600.00**	**2,600.00**

Currency used is US Dollar.

Your financial aid award is determined from the information provided on your financial aid application. If there is no financial aid displayed your application may be in progress. Please check back in a few days.

ACCEPT/DECLINE AWARDS

Financial Aid Eligibility

Return to Aid Year Selection

| go to ... | ▾ | ≫ |

Overview of Self-Service for Faculty/Staff

- **Faculty will be able to these in real-time**
  - View their teaching schedule
  - Access their class rosters
  - Record grades on the web
  - View Advisee Information including transcripts and degree progress reports
  - View course catalog and class schedule

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Aurelia Edmundson

| faculty center | advisement | class search | faculty search | learning management systems |

Faculty Center

Select Term | 2004 Fall > PeopleSoft University ▼ | **change**

◉ **Show all classes**   ○ **Only classes with enrollment**   ○ **View My Weekly Schedule**   🖥 View FERPA Statement

🎨 Class Roster   📊 Gradebook   📋 Grade Roster   📗 Learning Management System

My Teaching Schedule > 2004 Fall > PeopleSoft University

Find | 📅

Class	Class Name	Days and Time	Location	Class Dates	Enrolled				
CHEM 102-1 LEC 1432	Elem Chem (Lecture)	MWF 9:00AM - 9:50AM	Angel 102	Aug 30, 2004- Dec 12, 2004	9	🎨	📊	📋	📗
CHEM 102-1B LAB 1742	Elem Chem (Laboratory)	TBA	TBA	Aug 30, 2004- Dec 12, 2004	9	🎨			
CHEM 102-TR1 LEC 1630	Elem Chem (Lecture)	M 8:00AM - 10:30AM	King 406	Aug 30, 2004- Dec 12, 2004	0				

▼ My Favorite Websites

| EDIT MY FAVORITE WEBSITES | MSN Home | Blackboard |

PeopleSoft.

Faculty Center

Class Roster

🖥 View FERPA Statement

▼ Class Roster Information

Course	CHEM 102	**Institution**	PeopleSoft University
Title	Elem Chem	**Term**	2004 Fall
Class Number	1432	**Session**	Regular Academic Session
Class Section	1	**Career**	Undergraduate
Component	Lecture		

Day	Mon Wed Fri	**Instructor**	Edmundson,Aurelia
Time	9:00AM 9:50AM		Gayle,Gale
Location	Angel 102		

Enrollment Status [Enrolled ▼]   [change]

Total Students   9   **Enroll Capacity**   35

Enrolled Students

Customize | Find | 🔢   First ◀ 1-10 of 10 ▶ Last

		ID	Name	Grade	Units	Program and Plan	Level
☐	1	AA0042	Alexander,Lucas	Graded	3.00	Liberal Arts Undergraduate - Biology (BS)	Junior
☐	2	SR13582	Basile,Valerie	P/NP	3.00	Liberal Arts Undergraduate - English (BA)	Freshman
☐	3	SR13582	Basile,Valerie	P/NP	3.00	Liberal Arts Undergraduate - Local Area Network and Adm Ser	Freshman
☐	4	SR13017	Hardy,Michael	Graded	3.00	Graduate Liberal Arts Programs - Elementary Educ	
☐	5	SR13033	Johnson,Sadie	Graded	3.00	Fine Arts Undergraduate - Undeclared Undergraduate	Freshman
☐	6	SR13034	Jones,Alexis A.	Graded	0.00	Liberal Arts Undergraduate - Undeclared Undergraduate	Freshman
☐	7	SR12201	Keshishi,Khanom	Graded	3.00	Liberal Arts Undergraduate - Undeclared Undergraduate	Freshman
☐	8	SR13003	King,Martin Robert	Graded	3.00	Liberal Arts Undergraduate - English (BA)	Freshman
☐	9	SR13002	Langbehn,John Paul	Graded	3.00	Liberal Arts Undergraduate - Classics-BA	Freshman
☐	10	SR13000	Lewis,Frederic	Graded	3.00	Liberal Arts Undergraduate - Art Minor	Freshman

[NOTIFY SELECTED STUDENTS]   [NOTIFY ENROLLED STUDENTS]   [PRINTER FRIENDLY VERSION]

[CANCEL]

Benefits of CMS Student Administration

- **Software is fully web-based**
- **Software is supported by the Chancellor's Office. All changes required by the Chancellor's Office to processes like Mentor or remediation registration are done centrally and delivered to the campuses**
- **Sharing of best-practices and campus-developed enhancements and reports across CSU campuses**

Benefits of CMS Student Administration

- **Expanded Class Schedule search including searching by GE categories, listing pre-requisites and final exam schedules**

- **Registration wishlists and waitlisting (if we choose to implement these features of CMS)**

- **Faculty self-service including posting grades on the web**

- **CMS Data Warehouse will provide easier access to end-users for ad-hoc reporting**

Myths and Realities

- **Customizations in CMS will be highly restricted.**
    - True, other than in self-service
- **We will need to modify some current business processes to fit the CMS software.**
    - True. This is a wonderful opportunity to make needed changes.
- **Won't be able to report or extract data out of CMS.**
    - Not true. In fact, with the Data Warehouse, it will be easy to do this.

Myths and Realities

- **Even with backfilling staff who will be working nearly full-time on CMS from 2006 – 2008, some day-to-day legacy processes will take longer to complete.**
  - **True**
- **End-users will play a significant role in testing.**
  - **True**
- **We won't be able to see all the information we need on a single screen in CMS.**
  - **Partially true. CMS web pages spread information across multiple screens.**

Myths and Realities

- **Navigation in CMS is slower than SIS+.**
  - Not necessarily true. Of course, training is essential. We will be able to bookmark pages we use frequently and utilize those bookmarks from any workstation (even at home) since the bookmarks are saved on the CMS servers and not on our workstation.

Questions

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