

## LMIS Meeting Minutes 10/11/16

W. Hands, K. Cohn, P. O'Neil, J. Carlin, M. Jackson, L. Nicandri, Z. Hong, J. Bernhard (chair), L. Woods, J. Cucco, L. Williams, Andrew (our student representative).

8:30 a.m. the meeting was called to order

1. **Minutes** from October 11 were approved and prior minutes were approved.
2. The senate has not yet sent LMIS standing **charges** for the year. LMIS requested a charge to develop data use guidelines.

3. **Open educational resources** information. Nichole Allen came to campus to promote open access SPARK. Open resource materials provide low cost alternatives to students. Alumna came and talked about SPARK open source education and textbooks. One of a series of conversations about this option -- Quill West came in the summer – runs open educational resources in Washington

Several faculty members are using this option which gives students the opportunity to rent or keep on-line or digital sources as an alternative to expensive textbooks.

The library would like to encourage new ideas including incentive grants to pilot open education resources in classes, more peer-reviewed opportunities in open source form, and faculty developing on-line texts.

4. **Jeremy Cucco. Continuation** of conversation regarding technology and computing on campus.

We ended the last meeting talking about printing. Staffing updates in this area: Ginene has retired and Joel Arakaki has stepped in to direct print and copy services for the interim.

Now in addition to two open deputy CIO positions, we will hire a copy and print director. On campus interviews are coming up for Deputy CIO for Client Support and Educational Technology Services. Open session on the 19<sup>th</sup>, 20, 21<sup>st</sup>. Two sessions will be available for faculty and library staff.

We will also run a search for the Information Security Manager – a much needed person to work with the university community for security and technology. Need both in the mix. We need to develop a documented policy for technology security.

Next up: ERP [is that correct?] – a.k.a. Peoplesoft

Transition from Cascade (Titanic) is still fresh but reality is that Peoplesoft does many things well. Designed to be a panacea that works for everything. We do not need to make our needs fit Peoplesoft; Peoplesoft can be configured to meet our needs.

For example, crime reporting and parking systems, Bosscops & Bosscars are parallel systems that integrate with Peoplesoft. Usually they are not integrated with Peoplesoft fully, but ours will be. Once the Boss systems are gone, we can go directly to the new system.

Transition date for non-critical systems is 15 December 2016. For critical systems, 30 June 2017. Most systems are only available via on-campus computing. Faculty directory and database (corporate directory), contract program.

Another critical system is the identity management system. Currently the email and password are connected and sent to Cascade. We are building a new directory system in three phases, of which the second and third are coming on. We need to have up to the minute control over accounts for campus members.

Questions arose about student email and how long they can keep an email account after graduation (Puget Sound forwards mail from students' old university accounts for 6 months). Do students use or regularly check their campus email accounts? Can we go to using an account of their choice that they do check? A faculty member noted that 25% of the email received from students comes from a non-university account.

We can use private email addresses with student permission.

It was suggested that we need to have a better system for keeping track of our alumni. It would be great to use this to obtain post-graduation data. We don't have access to outcomes and success stories. [Fresno trip was mentioned – they have an integrated system that provides access to this information and tracks alumni – is this bit correct?]

Another faculty member expressed that we ought to have access to advisement reports and the ability to find the name of a student's advisor (as we did in Cascade).

Faculty asked about accessing information for students that we have taught in the past. We need information to write letters and support our students. How do we currently access the student directory.

Faculty member stated that we cannot get the information about our students that we need in order to teach in a caring and thoughtful way. We use the information to better teach and advise.

It was noted that the program has been installed and that the majority of the changes from here on out are refining the program. The difficult part has been accomplished and now we have the opportunity to move forward and make changes that are beneficial. We can now modify, support, and maintain within the system to gain access to information that we need. The power of this program is that the data is all there; we need to refine to access it in ways that are useful.

It was noted that we have four developers (most schools have around twenty) and they are keeping up as best they can.

Regarding security: we need to have security around the different levels of information in the system. What queries can be shared with everyone (i.e. faculty, advisor, SAG).

Faculty input around these questions is important. We need information about former advisees and students, but the queries depend on the relation to the person requesting. Advisors and departments could use information to track efficacy and help past students.

We need to look at how these requests are prioritized.

At 9:27, notetaker had to leave for a 9:30 meeting.