

## Project Details

Title	CST: Computer Software Training	Status	IN REVIEW
Category	6-Supporting Institutional Operations	Updated	08-27-2010
Timeline		Reviewed	
Planned Project Kickoff	03-16-2010	Created	03-16-2010
Target Completion	07-01-2011	Last Modified	08-27-2010

- 1: Describe this Action Project's goal in 100 words or fewer:
  - A: **Wayne State College was advised in 2007 that its current student information system (SIS) would not be supported after December 31, 2011. The new system will completely replace the old system with the new program and will require training for all WSC employees and students. The system is expected to be in place by August 2010. The goal of this project is to assist all WSC employees and students to become fully trained and knowledgeable about using this modernized, more efficient, more user-friendly, software program, referred to as the new Nebraska Student Information System (NeSIS).**
- 2: Describe briefly your institution's reasons for taking on this Action Project now -- why the project and its goals are high among your current priorities:
  - A: **Wayne State College was advised in 2007 that its current student information system (SIS) would not be supported after December 31, 2011. In an effort to reduce costs and increase efficiencies, the University of Nebraska (NU) and the Nebraska State College System (NSCS) agreed to purchase a common SIS. The new system is expected to be in place by August 2010.**

**The University of Nebraska Board of Regents and the Nebraska State College System Board of Trustees approved Oracle USA to provide a new student information system that will serve students at the four campuses of the university - Kearney, Lincoln, Medical Center and Omaha - and the three state colleges - Chadron, Peru and Wayne State.**

**The Oracle PeopleSoft Enterprise Campus Solutions application will be the basis of the new Nebraska Student Information System (NeSIS). CedarCrestone Consultants have been selected to work with the university and the NSCS on implementation.**

**The NeSIS project can be defined as such, transitioning from one state or phase (old student information systems) to another (PeopleSoft). However, it is not as simple as just transferring data from one system to another. The Student Information System (SIS) is a huge undertaking with vital portions that can affect a student's experience with the educational institution. Each area with the old system (ie; Admissions, Financial Aid, Billing, Class Schedule, etc.) must be transferred to the**

**new system with little interruption in the process. The NeSIS project is a multi-year effort with dedicated employees from seven campuses and CedarCrestone Inc (CCI) working to ensure a successful implementation at all levels.**

**Dr. Linda Pratt, executive vice president and provost of the University of Nebraska, was appointed as the executive sponsor of the NeSIS project. Pratt said, “The new system will manage the complete student experience, including such key processes as recruitment, admissions, financial aid, registration, housing and tuition. We believe the new system will be very adaptable in meeting the needs of our students for many years to come.**

**Nebraska State College System Chancellor Stan Carpenter remarked, “We believe that Oracle offers the best combination of functionality, support and cost-effectiveness, and we are confident that the Campus Solutions system will provide excellent accountability and reliable records management. The collaborative project between NU and the NSCS has been a good partnership and resulted in the best choice for a student information system. I look forward to continuing this partnership.”**

- **3:List the organizational areas -- institutional departments, programs, divisions, or units -- most affected by or involved in this Action Project:**
- **A: All areas of the institution are affected by this new software conversion. The software will impact Admissions, the Registrar and all student records, the Finance and Business Offices, financial aid, administrative systems, network and technology services, student and faculty advising, and registration.**
  
- **4:Name and describe briefly the key organizational process(es) that you expect this Action Project to change or improve:**
- **A: All areas of the student information system will be improved by this new software conversion. The software will impact the organizational processes in Admissions, the Registrar and all student records, the Finance and Business Offices, financial aid, administrative systems, network and technology services, student and faculty advising, and registration. The new NeSIS system will be more modernized, more efficient, more user-friendly, and have the capability of providing stakeholders better information.**
  
- **5:Explain the rationale for the length of time planned for this Action Project (from kickoff to target completion):**
- **A: The conversion began with selected key employees working with the Oracle PeopleSoft software engineers to develop campus specific processes starting in October of 2008. Each process was carefully studied and a timely conversion schedule established by the software engineers and key WSC personnel. Both our functional and technical teams have been phenomenal in their attention to literally thousands of details of the system setup, configuration, data conversion, application development, testing and validation processes.**

**With each module and process--data must be converted, tested and verified for accuracy, and then implemented to “go live.” The Admissions office was completed first, followed by the financial aid office. The registration process is expected to be completed by April 2010, with the academic advisement and degree audit processes expected to be completed by June 2010. All financials will be converted over the summer months of 2010. Our administrative and network and technology systems personnel have been instrumental in designing security and faculty and student portals to be used in conjunction with the new conversion system.**

**The majority of the faculty and staff were notified of upcoming training sessions at the all faculty meeting on November 19, 2009. The online guides were completed and “train the trainer” sessions began in February of 2010. Departmental trainings conducted by the “train the trainers” will be conducted during March and April of 2010, with full implementation set for the 2010 fall term. In addition, administrative office personnel are being trained through group processes during the implementation of each module.**

**Most computer users know how easy it is to cut and paste information from Word to PowerPoint (one program to another). However, the complexity of the converting different Student Information Systems (SIS) from seven campuses and incorporate them into a collaborative, yet campus specific SIS is not as simple as cut and paste. Information needs to be altered to new formats, mapped into the new system, using different terminology, and converted into the new system in small and large scale batches.**

**Some of the vital areas that must successfully be converted to the new system include: 1)Admissions: Includes areas such as student undergrad and graduate applications, ACT and SAT test scores, transfer student information, transcript processing, etc.; 2)Bio-Demo: Contains basic information on students, such as name, age, email, home state, male/female, etc.; 3)Career Program Placement (CPP): Data of student majors and minors; 4)Course Catalog: A list of courses available at the institution; 5)Enrollment History: Data of students who have registered and what courses they have taken; 6)Schedule of Classes: Provides information to students on courses offered in the upcoming semester.**

- **6:Describe how you plan to monitor how successfully your efforts on this Action Project are progressing:**
- **A: All employees will be trained. Trainings will be assessed and evaluated by attendees for understanding. An online tutorial and guidelines will be made available and accessible by all employees. A system of mentoring will be established and used to facilitate training. Student training guides will be available online and training offered upon request. The project will be successful when software is fully operational and all employees and stakeholders have been trained and able to use the new NeSIS in an efficient and productive manner.**

- 7: Describe the overall "outcome" measures or indicators that will tell you whether this Action Project has been a success or failure in achieving its goals:
- A: **Success will be measured when all stakeholders are fully capable of utilizing the new NeSIS.**