SIS MODERNIZATION PROJECT CAMPUS ENGAGEMENT WEBINARS – Q&A

Below are questions answered live and submitted during the SIS Modernization Campus Engagement Webinars on May 14, Aug. 20 and Oct. 15. This document will be updated with additional responses.

General Questions

What are we calling the new SIS?

We have not currently chosen to brand the new system with an MSU-specific name, although this has been discussed as we explore the transition from StuInfo, which is not immediate. When we refer to Campus Solutions, we are generally referring to the new SIS.

In Release 4 when referring to "student and guest access" is this referring to students granting a parent permission to their student account?

Yes, student guest access is referring to students granting a parent or other guest permission to view academic, financial aid, and student financial information and take actions like paying a bill. A student can select which of those permissions they provide for each of their guests.

Does FS21 processing through Campus Solutions apply to graduate students as well or only undergraduate?

The Release 3 Evaluation Module only applies to undergraduate student admissions. Other processes like Degree Audit, Class Schedule, Financial Aid, Enrollment, etc. apply to both undergraduate and graduate students.

Will the new SIS system provide departments with the ability to build internal databases which are fed live, up-to-date data and/or access academic historical and current records of their students?

What this is referring to is what the SIS Project termed as the SIS Landscape, now referenced as the SIS Auxiliary systems. The assessment of those auxiliary systems is the initiative led by Scott TerMeer and Melissa Del Rio. As part of that initiative, their team is analyzing the functionality in the SIS Auxiliary systems to determine if that functionality can be moved into Campus Solutions. For applications that need SIS data, the Project can establish real-time APIs. Data will also be available in the data warehouse for reporting purposes and will be updated from Campus Solutions overnight as it is today. For more information, view the **Data and SIS Auxiliary Resources SharePoint**.

Will there be a mobile app available for students to directly tie into the system, similar to what is available for D2L?

Campus Solutions pages are responsive and can be viewed on a mobile device. There will not be a separate mobile application for Campus Solutions; however, the Project is pursuing the creation of APIs from Campus Solutions to the existing MSU mobile application to allow students to view personal information such as class schedules.

Will each person have to get approval to access all the new systems functions, or will we automatically get access based on what we are currently authorized to access?

The legacy security model is very different than the new SIS and there is no direct mapping. The Project team is working with existing user access lists to confirm the business role access to be granted in the new system. Brand new access requests (i.e., change of departments, changing of roles within a department, etc.) will require an eARM as it does today.

Is there a list of the systems that are being integrated in Campus Solutions?

A complete list of SIS Auxiliary systems inventoried can be found **here**. Please contact **Scott TerMeer** if you know of any systems that is not listed here.

What is the difference between the SIS landscape and SIS auxiliary?

Essentially both terms represent the same thing, auxiliary is just a better way to describe the systems than the landscape. Auxiliary systems are defined as any application that is providing data to, or getting data from, the legacy SIS application or the associated data warehouse tables. Each of these applications needs to be assessed to determine what actions need to be taken in order to make that application work with Campus Solutions and/or SFP.

Admissions

Agriculture Technology students do not apply through undergraduate admissions. Where does the Institute of Agricultural Technology fit into the admissions process?

Ag Tech applications are currently coming through SalesForce, and that application information is sent directly into legacy SIS which is then loaded into Campus Solutions, so all Ag Tech applications will be in Campus Solutions.

Will advisers have viewing access to documents and progress on the checklist for NSO purposes?

As it is today, advisors will have access to transcripts via archived images via ESAF. In terms of the checklist assignments, these are the requirements for being able to get a student to the application review stage and typically advisors are only looking at admitted students.

Will application information go away after a year, as it does currently, or will it remain part of the student's CS record?

Application information will always reside in Campus Solutions.

Is the Graduate School using the same admissions process as undergraduates are in Campus Solutions?

The Graduate School is not using the same process in Campus Solutions for admissions as undergraduate students. Graduate applications will continue to come in through GAMS this year, and that information will be brought into Campus Solutions.

For graduate admissions, is it possible in the new system for the department/program to also receive the admissions acceptance letter when it is sent to the student?

Campus Solutions will have a viewable record of this type of communication with applicants, and departments will be able to check on the status. However, anyone that is keyed as an admitted student in Campus Solutions will always have a computer-generated letter that the Admissions staff will subsequently mail to the applicant. We mail these letters out daily, usually the day after the admission decision is made.

Academic Advising

Where and when will we be able to enter ESAF notes?

ESAF notes will not be transferred over to Campus Solutions; however, there are no plans to eliminate the ESAF system at this time, so advisors will still be able to access their notes there.

Will the current EAB Dashboard go away?

Yes, the new advisor appointment system will be replacing the EAB system in total.

Does delegated access affect whether advisors can speak with parents, or is this a separate authorization?

Delegated access means students have the ability to create a Campus Solutions ID for their guest to access their account as they can do today in Stuinfo. Separately, students have the ability to set up security questions that would allow a guest to be able to call and speak to MSU staff about the student. At this point, this is limited to the Office of Financial Aid. Academic Advisors who receive phone or in person appointments would still have to have student complete the "Release of Information Authorization Form" found **here**.

On the Advisor homepage in Campus Solutions, there is a Degree Navigator tile. Will Degree Navigator still be used for audits or is that system going away?

Degree Navigator will eventually go away completely. The Advisor homepage will initially be set up to provide tiles that link to all the tools advisors use. Advisors will continue to use Degree Navigator to clear and certify degrees for students graduating in spring or summer of 2021. In fall 2021, Degree Navigator will begin to be phased out.

If substitutions are made in the current Degree Navigator for individual students graduating in FS21 and beyond, will they be transferred over?

Yes, they will be. The SIS Project Academic Advising team will be entering this information into Campus Solutions beginning on Nov. 16, 2020. When Degree Audit is made available for students and advisors on Jan. 11, 2021, all of the substitutions will be in sync with Degree Navigator. From Jan. 11 forward, substitutions will be made either in Degree Navigator or in Degree Audit; we will focus on one or the other depending on level of degree completion.

Will the Advisor and Tutor Appointment system sync to an advisor's calendar like it does now? Additionally, will there be a mechanism to schedule appointments to parties outside of our MSU community (e.g., a prospective student)?

For advisors and tutors, appointments will be synced to Outlook calendars like EAB does now. It will also prevent students from double-booking a staff member if they have an existing appointment in Outlook. The Project is discussing options for allowing individuals without a NetID to be able to access the system for appointment scheduling.

Can advisors participate in testing and how have they been engaged to date?

There have already been groups of students and advisors who have seen previews of the student home pages. The Academic Advising workgroup will be working with advisors across campus in various roles to preview and test the Advising and Tutoring Appointment tool when development is finished. If you are interested in participating in user acceptance testing (UAT), please email **sis@msu.edu**.

Can appointment availability be set up so that students can choose different appointment lengths?

The current design only allows for the student to choose a pre-set duration for their appointment. However, we are working on access settings that will permit advising and tutoring units to set and adjust appointment durations.

How soon after a student changes their major will they see their new advisor info?

The change of major/college business process will ideally include a step to update a student's advisor assignment. The Academic Advising and Student Records workgroups are continuing to develop this process.

Will advisors be able to switch to the student view so that they can see how available appointments display for students?

With this integrated design, there is not an option to mimic what a student will see during the appointment scheduling process. Documentation for both staff and students will include screenshots of what each group will see.

Will graduate secretaries and APC personnel be granted access to advisor functionality to access graduate student records?

Advisor functionality is not necessarily limited to only those with an Advisor title. We will be working with the security administrators in each of your colleges to make sure that individuals have the appropriate access for their roles ahead of each release.

When will newly admitted students have access to schedule appointments in Campus Solutions?

This is yet to be determined, but historically new students who have paid their confirmation deposit have access to the Student Success Dashboard. The answer to this may also depend on how New Student Orientation is delivered in January 2021 and summer 2021.

Accessibility

In "Preferences" does it also allow for changes for individuals not using a keyboard, but using voice dictation (no use of hands)?

Voice dictation does not require a separate preference setting like screen readers do, and Campus Solutions pages are being tested against WCAG 2.0 AA standards. Voice dictation should also make use of "Accessibility Mode" as page labels are more apparent for field controls.

Change Management and End-user Education

Will there be training specifically for students?

The student functions in Campus Solutions are designed to be self-service, so the approach for training is different. We will develop reference guides and short videos to provide guidance to students for the processes that are new. We will also help during the transition over the next year, so they can easily determine whether they should be accessing the new system or if that functionality is still in StuInfo.

What is the timeline for access to the system for students, faculty and staff?

Release 4 go-live on Nov. 16 will mark the first time many users will be able to login to the system. Access will be granted based on the functions required for your role at the university. The Project team will work with campus stakeholders to identify an individual's access ahead of the go-live dates, and users will be included in communications and end-user education activities.

What type of training will be provided to staff in units who currently use SIS and where can I find it?

The webpage **sis.msu.edu/training/index.html** will house training materials that have been created as well as information related to upcoming training sessions. We have created a glossary and fact sheets/job aids to assist with training, and we will continue to expand on those resources as functionality is released. For campus reporters, information about classes to learn the new data model in the EDW is also available.

Training for future releases will be delivered with a mix of modalities. We will be offering live training sessions, most likely delivered via Zoom or Teams as well as prerecorded webinars and self-paced training.

Are there any prerequisites for training?

For most classes, it will be recommended to complete the Campus Solutions General Training available in D2L. It covers the navigation for CS as well as new terminology and concepts.

Student Records

Is there an opportunity to test/understand how the system is supporting/coordinating with online and hybrid degree programs?

Our team is currently in the process of identifying online and hybrid plans and being able to identify students who are pursuing such plans. Traci Gulick from the Registrar's Office, who is our Student Records lead on the Project, is the person to connect with on this.

Where will Service Indicators (formerly Holds) be displayed for students?

Service Indicators will be shown on a student's homepage under the “Task” tile. If a student has any holds, the tile will display the number of holds. When a student clicks on the tile, they will be able to see the hold details.

How have selections for demographic gender information been expanded?

There is a discussion at the university regarding policies around gender. The policy has not changed, so the Project has converted data with just male, female, and unknown. The SIS Project has been involved in the larger discussions, and Campus Solutions can support expanded selections once those policy decisions have been made.

Currently Schedule of Courses is a publicly viewable site. Will the new Schedule of Classes be similarly accessible?

Yes, the new Schedule of Classes will be available both within Campus Solutions and on a public website.

Will the RO Security Administrator Page no longer exist, or will college security administrators still determine access to RO forms?

The RO Security Administrator Page will continue to exist as it currently does and will be used for access to the RO forms.

For the new workcopy system, will there be any big changes from the old workcopy system? Will we still have the capability to enter notes to alert the RO for room preferences?

The workcopy system will be in Campus Solutions, so it will be different because of the tool being used. However, the data needed to be entered is extremely similar. There is no place to enter notes, but there is a field available to indicate a preferred room, which will be utilized.

When will work copy for fall 2021/spring 2022 be input into the new system? Typically, there is an October deadline.

Schedule of Courses workcopy for summer 2021, fall 2021 and spring 2022 will be available on Monday, Aug. 17, 2020, shortly after our Release 3 go-live date of Aug. 3, 2020. The deadline to submit all workcopy to the Registrar’s Office is Friday, Oct. 16, 2020. Summer 2021 workcopy will be entered into legacy SIS, and fall 2021/spring 2022 workcopy will be entered into Campus Solutions.

Will CLIFMS be retired on the Jan. 11, 2021 milestone?

The CLIFMS application is where colleges currently link instructors to classes. That functionality will be moved to Campus Solutions. When the Schedule of Classes is released on Jan, 11, 2021, CLIFMS will only be used to do instructor linking for summer 2021 classes. Instructors for fall 2021 and spring 2022 classes will be done in Campus Solutions.

What is the new override system called and when will that go live?

Beginning on Jan. 11, 2021, student permissions and overrides will be done in Campus Solutions. The permissions system grants students' access and allows them to take classes they need authorization to take (e.g., class is over the limit, missing prerequisite, etc.). There will also be overrides where staff may need to access the override system to let a student into a class.