

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES**

Agenda Item Summary Sheet

Committee: Technology Committee

Date of Meeting: March 16, 2010

Agenda Item: Students First Report

- Proposed Policy Change Approvals Required by Policy Other Approvals Monitoring
- Information

Cite policy requirement, or explain why item is on the Board agenda:

The third goal implemented by the Technology Committee is that the Trustees will monitor progress on the Student First initiative.

Scheduled Presenter(s):

Jonathan Eichten, Students First Director
Darrel Huish, Vice Chancellor and Chief Information Officer

Outline of Key Points/Policy Issues:

Background Information:

Students First embodies projects in several key areas of student services, including application, registration, billing, payment, academic planning, and shared services. Additional documents will be presented at the meeting.

**BOARD OF TRUSTEES
MINNESOTA STATE COLLEGES AND UNIVERSITIES**

INFORMATION ITEM
Technology: Students First Report

BACKGROUND

Jonathan Eichten, Students First Director and Joanne Chabot, Associate Vice Chancellor will present a comprehensive report on Students First projects. Most recent status will be reflected in handouts to be provided at the meeting. Full project detail may be found on the Students First website: <http://www.studentsfirst.project.mnscu.edu> .



Minnesota
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Students First Status Report

Board of Trustees
Technology Committee
March 16, 2011

Goal/Deliverables	Population	Available
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Single Search

Web tool to search for offerings systemwide	student/parent prospects	June, 2011
Search services available for use on campus web sites	student/parent prospects	June, 2011

Single Application

E-Transcripts for transfer students	transfer students	November, 2009
Communications module: paper mail	prospect-current students	March, 2011
Email for communications module	prospect-current students	June, 2011
Text messaging for communications module	prospect-current students	September, 2011
Web single application for multiple institutions	student applicants	June, 2011
Improve login process for online applications	student applicants	June, 2011

Graduation Planner

Early experimental roadmap activity	not applicable	April - June, 2011
Software receipt and validation	not applicable	July, 2011
Assessment	not applicable	August, 2011

Single Registration

Waitlist with email communication	students in full courses	February, 2010
Improve searches for courses shared by institutions	shared program students	February, 2010
Search for equivalent courses at other institutions	full course/time conflict	November, 2010
Improve registration for courses at multiple institutions	all students	July, 2011
Real-time web grading (including last date of attendance)	all students	March, 2011
Waitlist communication enhanced text messaging	students in full courses	September, 2011

Single Bill/ Single Pay

Stronger passwords to better protect student data	all students	November, 2009
Process multi-institution billing with a single transaction	all students	September, 2011 **
Provide web access to 1098T and W-2 tax documents: opt in	all students	September, 2011 **

Shared Services

Student initiated duplicate records merge	admitted students	April, 2010
Automate student loan approval and certification		
Student acceptance pilot	loan applicants	April, 2011
Auto populate certification data	loan applicants	May, 2011
Loan certification	loan applicants	June, 2011

_____ indicates deliverable is complete.

Please note that this is a high level summary of Students First deliverables. Full detail may be found on the Students First website.
www.studentsfirst.project.mnscu.edu

**delayed due to Statewide Integrated Financial Tools (SWIFT)



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ADMINISTRATIVE

Web tool to search for offerings system-wide

Approach: *Make website available to prospective students.*

Project functionality will be released in June, 2011 *with high confidence.*

Campus administrative tool will be user tested with institutions, available in May, 2011.

Other data sources including ISRS and DARS are being built into a central data source.

Items of note:

- There will be a redesign of the system website.
- MnOnline will be embedded in the website.

Slide 3



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ADMINISTRATIVE

Search services available for use on campus websites

Approach: *Provide institutions with optional tools to utilize functionality of Single Search.*

Project functionality will be released in June, 2011 *with high confidence.*

Full implementation will be on a rolling basis.

Slide 4



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E-Transcripts for transfer students

Completed November, 2009

- E-transcripts are a transfer related improvement.
- This project has been very well received by students and campuses.

Slide 5



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AND UNIVERSITY

Communications Module (paper based)

Approach: *Replace current communication functionality with web-based functionality. Paper correspondence is the first phase.*

The module was piloted during November of 2010.

It was determined by pilot campuses that the text editor needed replacement.

The revised software was released March 11th, 2011.

Item of note:

- The Communications Module is currently used for prospective, applicant, and admitted students, and will be expanded to other areas of ISRS (e.g. financial aid).

Slide 6



Minnesota
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SYSTEM

Email for Communications Module

Approach: *In addition to paper correspondence, provide institutions the ability to communicate via email.*

Email functionality will be released in June, 2011 *with high confidence.*

Slide 7



Minnesota
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SYSTEM

Text messaging for Communications Module

Approach: *In addition to paper correspondence, provide institutions the ability to communicate via text messaging*

Text messaging functionality will be released in September *with medium confidence because both the vendor and technology are new to our system.* In addition, there is a freeze on releasing new functionality from mid August through mid September.

Slide 8



Minnesota
STATE COLLEGE
SYSTEM

Web Single Application for multiple institutions

Approach: *Replace current web application with new version*

Project functionality will be released in June 2011 *with high confidence.*

15 students performed an informal usability test in early March; formal usability testing will occur in late April.

Item of note:

- Single application will be integrated from Single Search to the Payment module.

Slide 9



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SYSTEM

Improve login process for online applications

Approach: *Replace current login process with new version*

Project functionality will be released in June, 2011 *with high confidence.*

Items of note:

- This project enables the student to seamlessly move around our system and apply for admissions without re-entering basic application data.
- The login process for online applications has been simplified.
- Star ID will replace the admissions application login id and student id in the next iteration.

Slide 10



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Graduation Planner

Approach: *Install software, build roadmaps, and validate.*

Early experimental roadmap activity *April-June, 2011*

Software receipt and validation *July, 2011*

Assessment *August, 2011*

Early adopter implementation *TBD*

The vendor has provided a delivery date of June 30, 2011. Due to a large number of unknowns, overall confidence is low.

Item of note:

- The assessment will address topics such as resources, the impact on advising, setup methods, and future course mapping.

Slide 11



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Waitlist with email Communication

Completed February, 2010

- The student experience has been very positive.
- Institutions are refining how it is implemented.

Slide 12



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Improve searches for courses shared by institutions

Completed February, 2010

- Student transcripts are clearer.
- Duplicate manual data entry is eliminated.
- Shared course student registration is simplified.

Slide 13



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Search for equivalent courses at other institutions

Completed in November, 2010

Items of note:

- Students are able to register across institutions.
- For most students, this is Single Registration.

Slide 14



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AND UNIVERSITY

Improve registration for courses at multiple institutions

Approach: *Re-write registration edits to support new board policy on system wide financial and academic holds, and other registration edits.*

Project functionality will be released in July, 2011 *with medium confidence.*

Item of note:

- Most of the registration edits are institution facing.

Slide 15



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Realtime Web grading

Approach: *Replace the old web grading system with an enhanced version.*

Project functionality was released in March, 2011.

Over the next several months we will monitor the functionality for user issues.

Item of note:

- Last date of attendance functionality will provide institutions improved financial aid compliance.

Slide 16



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Waitlist communication enhanced text messaging

Approach: *Add text messaging to waitlist communication.*

Project functionality will be released in September, 2011 *with medium confidence.*

Item of note:

- This project is dependent on text messaging being available for the Communication module.

Slide 17



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Stronger Passwords to better protect student data

Completed November, 2009

- Students are required to change password regularly.
- Password rules are more complex (e.g. minimum 8 characters).

Slide 18



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Single Billing/Single Payment

Approach: *Replace current student payment functionality with ability to pay across institutions.*

Project functionality is complete and is currently rolling out to a pilot institution.

Project functionality will incrementally roll out to institutions beginning in September, 2011 *with medium confidence because resources are cross-allocated with SWIFT.*

Item of note:

- Discussion of common payment and registration cancellation framework is balancing institutional differences with a consistent student experience.

Slide 19



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W-2 and 1098 tax forms: opt in

Approach: *Create web-based checkbox for student to opt in the tax forms for 2011 tax year*

Opt in functionality will be released in September *with medium confidence because resources are cross-allocated with SWIFT.*

Item of note:

- The second phase of this project is to have the tax forms available to students on the web in January

Slide 20



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Student initiated duplicate records merge

Completed April 2010

- Duplicate student records in ISRS are incrementally reduced.
- The functionality empowers students to resolve their own duplicate records.
- Duplicate student records will always be work in progress in an integrated system.

Slide 21



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Student Loan Acceptance and Certification

Approach: *Automate an existing manual process.*

Student loan acceptance and form field auto-population will be piloted in April, 2011 *with high confidence.*

Student loan acceptance and form field auto-population will be released to all campuses in May, 2011 *with high confidence.*

Loan approval will be released in June, 2011 *with high confidence.*

Items of note:

- The timeline will work well for students and financial aid offices as Fall Semester approaches.
- Both phases will significantly reduce back office work.

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