



Invitees:

Karla Vargas	Law School
Sarah Hale	Graduate School
Doris Davis	Admissions and Enrollment
Renee Tucci	Graduate Program, <i>Industrial & Labor Relations</i>
Robin Baker	STARS AD Team Lead
Mary Bouchard	STARS AD Team Analyst
Doug Elliot	STARS AD Lead Analyst
Lloyd Hall	STARS AD Team Analyst
Rick Synakowski	STARS AD Lead Technical Analyst
Charlie Fahringer	STARS AD Data Delivery Systems Analyst
Keenan Moore	STARS Team Lead AD Consultant
Janna Bugliosi	Continuing Education, Summer College
Sharon Calhoun	Graduate Program <i>Chemistry and Chemical Biology</i>
Shelby Clark-Shevalier	Graduate Programs <i>Chemical Engineering</i> and <i>Biomedical Engineering</i>
Scott Coldren	Graduate Program <i>Electrical and Computer Engineering</i>
Carla Harding	Undergraduate Admissions
Ray Kim	College of Arts & Sciences, Admissions
Ann LaFave	College of Agriculture and Life Sciences, Admissions
Janna Lamey	Vet Med, Research and Graduate Education
Pam Robertson- Marsh	Undergraduate Admissions
Jill Schaffer	College of Engineering, Admissions
Priscilla Schenck	Vet Med, Admissions
Megan Sullivan	STARS Campus Readiness Team
Mary Lee Truesdail	College of Human Ecology, Admissions
Mary Van Winkle	Undergraduate Admissions
Brandi Farnham	Graduate Program, <i>Industrial & Labor Relations</i>
Neoma Mullens	Graduate Program, <i>Hotel Administration</i>
Brad Walp	Graduate Program, <i>Hotel Administration</i>



Meeting Purpose:

Review the Admissions (AD) project objective, discuss timeline, scope and design process all aimed at configuring PeopleSoft to support Cornell's AD processing requirements.

Agenda:

- 1:00 - 1:20 Introductions
- 1:20 - 1:50 Review Project Objective
- Review Project Timetable
http://stars.sas.cornell.edu/admissions/idps/Ad_Recrt_IDP_Schedule.pdf
- Review Project Scope
- 1:50 - 2:05 Review IDP Process (Interactive Design and Prototype)
- 2:05 - 2:15 Break
- 2:15 - 4:15 Manual Entry of a Prospect
- 4:15 - 4:30 Review Parking Lot issues and make assignments (if any)

Project Objective:

To establish PeopleSoft as the system of record (in lieu of legacy mainframe systems) in order to process prospective students for admissions and recruiting cycles.

Project Tasks:

1. Conduct Student Recruiting IDPs
2. Develop prototype database
3. Schedule additional IDPs for continued system configuration
4. Functional and technical analysis and development
5. Testing
6. Training
7. Go-Live



Project Scope Discussion

Scope Definition:

The scope for Student Recruiting includes establishing PeopleSoft as the system of record for existing critical prospective student processing that is performed in CornellC or shadow systems. Processes that are not part of the delivered PeopleSoft functionality (known as "gaps") will be met by changes in business processes, workarounds, and as a last resort, system software modifications.

Example:

By utilizing a centralized integrated software system, Cornell gains the ability to track prospective students early in the student life cycle in one database, thereby increasing efficiencies in data collection and data delivery. It also facilitates the elimination or reduction of redundant data. Additionally, it will enhance the ability to strategize on a consistent communication plan that avoids sending mixed messages to the student recruiting population.

IDP Process (Interactive Design/Prototyping)

The IDP process is a team approach that includes business process stakeholders. In each session we begin with a discussion of the needs of the end users, thus allowing us to review current business practices and the capabilities of the software. This is the phase of the project where we begin designing and prototyping the system and integrating Cornell business processes into PeopleSoft. Functional teams comprised of Cornell subject matter experts, STARS team members, and CedarCrestone consultants collaborate to identify required adaptations in business practices, or software, develop a comprehensive task list and create a prototype system design.