SIS

LACCD Student Information System Modernization Project
NEWSLETTER
laccd.edu/sismodernization FEBRUARY 2014

Portal is Flexible: Access Your Information From Any Device.

One of the most important aspects of technology in today's society is being able to access reliable information where and when you need it. That means, for many of us, being able to access information while on the go from a mobile platform. Fortunately, Portal will allow you to do just that. Our goal is to offer everyone a better experience by providing timely access to your information even when you are not able to sit in front of a computer that is connected to the internet.

What will it look like?

The appearance of Portal will display differently depending on your browser size. If you are on a desktop or full size laptop, you will have full access to all of the features available in Portal. As you begin accessing Portal on smaller devices, such as a mobile phone, the display will reduce to accommodate the shrunken size. Portal data accessed on a mobile device will be read-only.

When you are viewing Portal on a mobile device, you will be given quick views of your information. The overall layout and design of the page takes a minimal approach to decrease time spent loading data. Sites that are not optimized for mobile viewing can really test someone's patience; perhaps you have experienced similar issues trying to load web pages on a mobile device.

▲ Los Angeles Harbor College's mobile Portal

What features will be available?

- Easy access to menu navigation, including links to toggle between multiple colleges, if you attend or work at multiple colleges
- Quick snapshots of your student or faculty information (all data is read-only)
- Ability to expand/collapse pagelets for better visibility
- View your Portal notifications
- View Portal news

A Message From the Chancellor

The Los Angeles Community College District (LACCD) is in the midst of one of the largest business transformations the District has ever experienced. As we prepare for the transition from DEC to PeopleSoft Campus Solutions, we enter a new era of competition and technological advancement on behalf of our students. The SIS Project (PeopleSoft Campus Solutions), will empower our students with diverse tools to effectively manage their college careers, and at the same time, position the LACCD system in a highly competitive position vis-à-vis our neighboring community colleges.

We must compete for students with other community colleges which already have advanced student information systems. District leadership and college faculty and staff have embraced this challenge. The level of work effort, perseverance, and overall commitment to the SIS Project in the District is next to none. We are preparing to impact current and future students in a fashion that will clearly demonstrate the District is wholeheartedly invested in their success.

As your project engagement continues—and even increases—please remember that the SIS leadership team is solidly committed to your success. This commitment has manifested itself in staff involvement in the Fit-Gap sessions, and now in Configuration. In 2014 some of you will begin to participate in training on specific modules. I challenge you to embrace your training—work to make the very most of your time learning our new system.

Success in the SIS Project means success for our students, and ultimately, success for the entire LACCD community. **Together we can make it happen.**

Thank you for your commitment to our students.

Portal is Flexible (cont'd)

What if I need to perform an action, like register for a class?

Don't worry – we've included a handy link located at the bottom of the page. This link lets you simply switch to the full-site view of Portal (same way it would display on your desktop). With this view, you'll be able to perform any transactions you would normally do in larger browser sizes, like on your desktop.

▲ Example of Portal's mobile menu, expanded

Low Rumble Reported Among Colleges – Staff is on Alert

There have been multiple reports of a low rumble being felt and heard across our LACCD colleges over the past two months. The rumble has been described by some as similar to a high speed bullet train pulling into a station. Upon further investigation, this reporter has found that for every instance of this reported rumble a meeting was held to announce and prepare LACCD staff for the modernization of our Student Information System (SIS), the tool that delivers student services while supporting teaching and learning. We encourage you not to be alarmed. The DEC system is being retired in phases and a new system put into place. Campus Solutions, a comprehensive software suite for higher education, provides the next generation technology, and will give us the flexibility to more easily adapt to our changing needs and requirements. Our students and prospects can access the system anytime, anywhere, from any device. The biggest benefit is transparency of information across our colleges. We will be connected in one unified system that allows us all to view student, financial, and transcript information across our colleges, as indicated by our roles. The logo, designed to kick-off the project is a bullet train customized with the individual college letters.

Initial findings indicate future rumblings are probable, near and around faculty and concentrations of the student population. Changes to Admissions from DEC to SIS Campus Solutions will occur in fall of 2014. Student Records, Financial Aid, Student Financials, and Academic Advising are scheduled to follow, switching from DEC to SIS Campus Solutions in the summer of 2015.

Emergency preparedness measures are in place and include meetings scheduled in the spring of 2014 to inform and prepare students, faculty, and staff for the changes to come. Detailed training of how these changes will affect and benefit you with regard to Admissions tasks associated with the SIS will begin in late summer of 2014. Our Admissions staff is the first to feel the rumble and have actively become our First Responders. Student Records, Financial Aid, Student Financials, and Academic Advising upgrades will follow with preparation training in spring of 2015.

Be prepared. Should you begin to hear rumblings somewhat similar to a bullet train, feel free to let your colleagues know. The SIS train is heading your way, and more informative meetings are coming. **You don't want to miss this!**

Meet Cathy Bass
Ciber Consultant Training Lead

Cathy Bass, the LACCD Training Lead, is part of the SIS Project Change Management team from Ciber. Cathy comes to the District with over 18 years of experience as a Change Management/Training lead with significant breadth and depth working on projects with multiple customer sites. Her portfolio of experience includes; the multi-campus implementation support of PeopleSoft, Oracle, and SAP software packages. Cathy has successfully delivered structured training to over 120,000 employees on one project alone. She brings her deep experience in developing training curriculum and delivering training programs to LACCD. Cathy's experience in the public and private sectors will enable her to leverage the best of both to develop the "right-fit" training classes for LACCD as the Oracle Campus Solutions SIS "Train" leaves the station at LACCD.

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Change Readiness Surveys

As part of the Organization Change Management process, Change Readiness Surveys were distributed to over 580 members of the LACCD community in January. These surveys, sent to staff, management, and administration, are vital in identifying just how "ready" the LACCD community is for the new SIS. The surveys, coupled with the key stakeholder interviews, will provide an indication of organizational alignment across the District.

Our recently completed Roadshows highlighted the process of change management and some of the coming functionality of PeopleSoft's Campus Solutions. As stated in the sessions, change management is concerned with the "humans," and how they adapt to the coming changes. The Change Readiness Surveys will provide qualitative AND quantitative information enabling the District to realize the coming changes in the most effective way benefitting the "humans."

The surveys seek information across multiple topical areas. These topical areas include: General, Leadership, Employee-Role Related, Change and Me, and a section of Open Ended questions. Not only do these surveys provide a wealth of information to assess the District's readiness for change, but they also enable the identification of individuals—or groups—who will require additional assistance in accepting the forthcoming changes.

Finally, the surveys will provide guidance to the SIS Project Team regarding communications. Communication is germane to the success of the project and the surveys will assist the team in knowing which communication strategies are working and in what areas communications should be expanded, including the frequency. During the Roadshows, the overall communication strategy was reviewed. The "humans" need communication—it's critical to their successful acceptance of change! Thus, the surveys will enable us to learn what is working well, and add to the communication protocol, with a goal of proactively addressing any questions and concerns about the coming project.

Survey results will be shared in the next edition of the SIS Modernization Project Newsletter.

SIS Modernization Change Readiness Survey - Staff

General Questions

The Change Readiness Assessment is a survey to enable us to understand our climate for change, assess our Student Information System Modernization Project (SIS) communication process and, thus, take actions to meet our needs through the SIS Project.

1. LACCD must change the legacy Student Information System (DEC).

Strongly Disagree	Disagree	Neither Agree or Disagree	Agree	Strongly Agree
○	○	○	○	○

2. My department must adapt to the new Student Information System (PeopleSoft Campus Solutions).

Strongly Disagree	Disagree	Neither Agree or Disagree	Agree	Strongly Agree
○	○	○	○	○

3. I know why DEC is going away.

Strongly Disagree	Disagree	Neither Agree or Disagree	Agree	Strongly Agree
○	○	○	○	○

4. I'm excited that our students will have mobile device access to the new SIS system.

Strongly Disagree	Disagree	Neither Agree or Disagree	Agree	Strongly Agree