June 16, 2014  
KSCM Transition Meeting  
Bachman Hall 113, 1:00-3:00 PM

Participants: Terri Ota and Rick Jones (WOA), Pete Gross (LEE), Susan Pope and Steve Singer (KAP); Lisa Imai, Wendy Pearson, Lisa Fujikawa, Ryan Bugard, Diane Nakashima (MAN); Kara Kam, Katy Ho, and Jennifer Higa-King (HON); Brian Richardson and Kevin Morimatsu (WIN), Jean Ippolito (HIL), Kahele Dukelow (MAU), Kathlen Lee and James Dire (KAU); Susan Nishida, April Scazzola.

The attached PowerPoint provided the framework for the meeting. Copies of the Features Committee’s “Program Features” matrix (new), May 5 “Course Features” matrix, “KSCM Data Transfer Accuracy” document; and the User Interface Committee’s “Question Distribution” document are posted on the Drive folder for the June 16 meeting. Access to the folder has been shared with all uhcc-list members and other interested persons.

Slides 1 and 2: Title and Meeting Agenda

Slide 3: Introductions. The following persons were present in person and were introduced to the group: Steven Smith, UH Interim VP for IT, CIO, with executive oversight of the KSCM transition project; Susan Inouye, Director, Management Information Services (MIS); Cara Kawano, Manager, System Services. Present by phone was Chris Chan, Info Tech Specialist, MIS, who will work directly with the new project manager and the user group/functional team.

Steve gave the opening speech and commented frequently during the meeting.

Steve previewed the coming months for the KSCM project, now that the KSCM project manager has joined us: Martha Stevenson of Vivantech. She will work with the user group and with UH technical persons, become familiar with UH system curriculum management needs, establish the project timeline, assign responsibilities, and coordinate the multiple complex activities required to bring the project to completion. Steve reminded the group at several points that our objective is a version of KSCM that meets the essential curriculum management needs of the system's campuses.

Ms. Stephenson participated actively throughout the meeting via Skype.

Slide 4: Committee Overviews. Pete Gross and Susan Pope, chairs of the Features and User Interface Committees, gave brief overviews of their committee's more recent activities, cited committee documents in the Drive folder for the June 16 meeting, and described committee plans for the remainder of the summer.
Slide 5: KSCM Features Committee. The Features committee has focused most recently on features needed for the UH version of the program module of KSCM. As indicated by their posted program features document, the committee used the course features list as a framework for discussion of the program features.

To review the vanilla program material on the Kuali website:: login: admin, admin

Vanilla program UI:
http://demo.ks.kuali.org/org.kuali.student.lum.lu.ui.main.LUMMain/LUMMain.jsp#/HOME/CURRICULUM_HOME/PROGRAM_EDIT/PROGRAM_DETAILS_EDIT

Sample program (Geography):
http://demo.ks.kuali.org/org.kuali.student.lum.lu.ui.main.LUMMain/LUMMain.jsp#/HOME/CURRICULUM_HOME/PROGRAM_VIEW&docId=REFERENCEPROG-GEOG&idType=objectId/VIEW_ALL

The user group was informed that the program module is relatively short and simple compared to the course module, in terms of the number and types of questions. Nevertheless, it appears that only North West University of South Africa (a three-campus system) has fully implemented it; U of Maryland is presently using just the program learning objectives section, which feeds into the course learning objectives section of the course module. Campuses are choosing to get up to speed on the course component before implementing the program component.

Issues discussed at the meeting:
• Do we implement both courses and programs at the same time, or add programs later?
• Should campuses be given the choice of using both from the start vs. beginning with courses?
• Would all program information from all campuses need to be entered before implementation? Would it work for campuses to begin with only new programs and programs being modified (Hilo model for CurrCtrl) or to enter data for all current programs before implementation (is this the Leeward model)?
• Can the programs module be used as a vehicle for review/approval (Hilo model: a few basic questions but the BOR proposal, ATP, etc. are attached as PDFs) or for storage on program data (Leeward model?)?
• What questions are in the vanilla programs module? (See URLs above)

Martha will be in touch with Maryland about how course information and program information interact. Martha will view the Leeward and Kapiolani CurrCtrl webpages with Pete and Susan to see what campuses are accustomed to using.

Slide 6: User Interface Committee. The most recent deliberations of the UI Committee are captured in the document “Question Distribution across Campuses,” posted in the June 16 meeting folder. The document displays all questions/items
proposed and vetted by the committee thus far, with newer items highlighted in red. Color-coded columns to the right will eventually indicate individual campus use of each item; the coding is currently incomplete. The committee is working with Thanh on the mockup UI as well; the mockup being an important means of communicating to campuses some sense of what the new system will look like and how it will work.

Issues discussed at the meeting:

- Any changes to the vanilla KSCM, including changes to wording and order, additional items, add to the initial development/implementation costs and timeline.
- Such changes will also require developers to transfer changes into new editions of KSCM, a costly and time-consuming process—and new editions come out almost annually, always with substantial improvements that make their adoption very attractive.
- How to prioritize and accommodate for diverse needs? We already know that some changes are essential to all campuses—interaction with Banner, adaptations to the multicampus settings. Others are required for community colleges but not for baccalaureate/graduate/professional programs.
- KSCM can accommodate (to a point?) log-in differentiation: depending on the identity of the users, linked to their UH logins, they can be presented with just those questions accepted by their campus. USC has coding that allows access to specific fields/screens based on login; Martha will contact USC to request this code. North West University (three campuses) uses a rich array of multiple dependencies—i.e., if a user selects one option in an item, subsequent items display related options only. North West is sharing their codes and other information with UH through Thanh.

**Slide 7: Other Matters.** To be discussed at our next face-to-face meeting: strategies for involving campuses more fully, getting feedback and buy-in from faculty senates and administrators as well as faculty.

Martha suggested a “road show” to be presented to the various constituencies on each campus—this means that members of the functional team develop a demo, simple materials, and maybe a script that campus reps can use for these presentations.

**Slide 8: Next Meetings.** Next face-to-face meeting will be in late July, date to be announced once we know when Martha will be in Hawai‘i. No meeting in August. April will shortly circulate proposed meeting dates for Fall 2014 and Spring 2015. The intent is to get these dates on people’s calendars now so that they can schedule other events around them.
Transitioning to Kuali Student Curriculum Management

June 16, 2014
1-4 pm Bachman 113

Agenda

• Introductions
• Steve Smith: Next steps
• Susan Pope and Pete Gross: Brief overview of committees’ progress
• Pete: KSCM Features Committee and group discussion
• Susan: KSCM User Interface Committee report and group discussion
• Other matters
• April: Summer and Fall meetings
Introductions

- Steve Smith, Interim VP for Info Tech  CIO
- Cara Kawano, Manager, Syst Svcs
- Susan Inouye, Director, Mgmt Info Systs
- Chris Chan, Info Tech Specialist, MIS
- Martha Stephenson, KSCM Project Manager, Vivantech
- User group/functional team members

KSCM User Committees: Overview

Pete: Features Committee

Susan: User Interface Committee
KSCM Features Committee

- Committee activities
- Input from campuses
- Course proposal features
- Banner issues
- Program proposal features

KSCM User Interface Committee

- Committee activities
- Input from campuses
- Review of revised mockup

http://curriculumcentral.its.hawaii.edu:8080/central/core/kcm/ui/
Other Matters

- Working with PM Martha
- Involving campuses in review, feedback, testing

Next meetings and conference calls

- Summer
- Fall and Spring