



Steering Committee Progress Update

January 23, 2009

LSI

Accomplishments:

- Completed ERAS Interface spec so that development can begin.
- Completed prospective student specifications for necessary enhancements, web functionality, and reports
- Completed AMCAS Interface spec so that development can begin.
- Completed strategy for collecting and viewing digital documents.
- Completed Academic Calendar proposal
- Finalized STMD1 and STMD2 data conversion requirements, adding the applicant tracking data information.
- Identified the duplicate students in legacy by completing a spreadsheet of approx 500 students with 2 records each. Barbara will change the field in legacy called 'Actual SSN' to be the same for both students. Brad will use this field when extracting data so that only one master data record is created in SAP for this student. I submitted a proposal to Brad, Joe and Kay regarding the duplicate records since we will have two legacy student IDs that will have to be stored. The decision is still to be made.
- Identified required test types and how they are received – electronic vs. manual
- Reviewed all fields in UMMC data dictionary and identified the conversion programs needed for conversion
- Finalized the mapping of STMD7 (notes). At this time I have identified 4 legacy notes that will be used to convert data for the legacy students that will not have their academic records converted.

In Progress:

- Began system training for the UMMC functional analysts.
- Review of legacy data to determine need for Visa data conversion. At this point, it appears this conversion group – STMD4 – will not be necessary
- Equivalency determination process for supporting 'minimum subject area requirements' for admission as well as transcript and accreditation needs
- Identification of Specializations for Programs of Study
- Specifications for the Sigma Financial Aid interface – 80% complete
- Prototyping of class schedule building (event planning) for non-standard classes
- UMMC Organizational Structure and Employee integration with Lawson's
- Conversion of Clock/Quarter hours to semester hours for transcript
- Revisions to the revised roll-out schedule to be presented at the next steering committee meeting
- Admission Audit configuration

- Putting together a strategy for the recording and validation of minimum subject area requirements and GPA information necessary for admission audits and the committee review portal application. This also includes the calculation and storing of various GPAs (science gpa, non-science gpa, science electives gpa, and non science electives gpa) needed by the School of Dentistry.
 - Individual Transcript GPA / Total Quality Points / Total Credits --> (the individual transcript gpa / total quality points / total credits will be manually entered into the transcript header as opposed to utilizing the BADI to calculate this information based on the subjects entered within the subjects tab). The recording and tracking of subjects will be handled by entering the subjects into the custom portal application which will store them within the custom infotype/tables.
 - Required/"Min subject area requirements" GPA / Total Quality Points / Total Credits --> (subjects along with their quality points and credits will be entered into the custom portal application which will calculate and store the "required" gpa / total quality points / total credits within the custom infotype/tables).
 - Overall/Cross-transcript GPA / Total Quality Points / Total Credits --> (I'm experimenting with the BADI used to calculate the Overall/Cross-transcript GPA to read the gpa / total quality points / total credits from each individual transcript header to compute the overall gpa, quality points, and credits. If this approach will not work, this information will need to be manually entered within the custom portal application and stored within the custom infotype/tables.
 - Science Electives GPA/ Total Quality Points / Total Credits --> (Once CW called "Science Electives" will be created. While entering transcript subjects via the custom portal application, science elective subjects will be mapped to this particular CW. The custom portal application will thus calculate and store the science gpa / quality points / credits within the custom infotype/tables.
 - Non-science Electives GPA/ Total Quality Points / Total Credits --> (Once CW called "Non-science Electives" will be created. While entering transcript subjects via the custom portal application, non-science elective subjects will be mapped to this particular CW. The custom portal application will thus calculate and store the non-science gpa / quality points / credits within the custom infotype/tables.
- Development of the online admissions application.
- Development of customer table and function modules needed to facilitate the storage, display, and tracking of digital documents required for admission.
- Prototyping the payment of the online admission application fee.
- Writing a spec for the collection and tracking of the fidelity deposit.
- Nearing completion of the program of study master list to prepare for building them in the Dev client
- Configured Program related IMG values in Sandbox with appropriate values. Also, identified values for configuration in Dev client as soon as it is available.
- Began review of descriptions necessary to create the online bulletin - meeting with Margaret next week to discuss subtypes to use in order to use UM's program to publish online bulletin

- Began Master Data review with Frank, including follow up from outstanding items identified during master data review meeting with UM, configuring master data values in the sandbox IMG, and identifying values for modification in Dev client as soon as it is available

Concerns:

- Challa will need to be given access to the local UMMC AMCAS database to test sql scripts and analyze AMCAS data. David is going to contact the necessary individuals to provide Challa with this access.
- Access to the student view of the ERAS online application is necessary to collect ERAS domains for the 4 or so particular fields which will need ERAS to SAP crosswalk tables. David is contacting an individual to allow us to collect this information.
- Data conversion - Ability to extract all legacy data necessary to support the current roll out schedule

UM Oxford

Accomplishments and Activities →

- Technical Infrastructure
 - The EHP4 upgrade on the Sandbox has been completed. In addition all client copies in the production landscape have been completed (UMDEV, UMQAS, and UMPRD). The upgrade of UMDEV to EHP4 is scheduled for 03/16. UMQAS will follow beginning 03/23 with UMPRD set to be upgraded starting at 5:00pm on 04/16. It is estimated that the upgrade process on UMDEV could take 93 hours based on PRS times however we are hopeful that this one will require the least amount of time with regard to the remaining three due to the minimal amount of data compared to UMQAS/UMPRD. Additional preparations will take place in February to maximize the effectiveness of the remaining upgrade windows. This means that the following systems will be unavailable on the following dates.

UMDEV – Monday 02/09/09

UMQAS –Tuesday 02/10/09

UMPRD –Saturday 02/14/09

- The bid opening for load balancers and web application firewalls for the portal environment occurred as planned on Thursday 01/15 and was awarded. The web application firewalls are critical as they will route the UM/UMMC portal traffic to the appropriate portal servers. A ship date and installation schedule is being finalized.

- The Systems group continues work to streamline the operating environment on the Financial Aid server. They met with Oxford Financial Aid support personnel this week to begin adding additional security features and account management enhancements.
- HR / Student Accounting / Financial Aid
 - Al Ling and Chris Provence were on-site at UMMC from January 12 - 14, 2009. During that time, they worked with both the UMMC Team and LSI to finalize the organizational structure that will be used in SAP. This structure was presented to Dr. Fowler for a final review/approval.
 - They also provided the Laura Lombardi, Lawson HR Consultant, with the file layout of the minimum data set that they would need to create employees in SAP. Laura provided a sample file on Tuesday, January 20, and the results look very good. They are currently working with Laura to get an extract of positions from Lawson to build into the SAP org. structure.
 - Al Ling also participated in the Sigma checkpoint and it was determined that Pooja Saxena will be the lead analyst on the online Financial Aid Award Notification for UMMC. Pooja will be on-site at UMMC January 26 to spend time with the UMMC Financial Aid office on requirements definition.
 - Additionally, they worked with Marlies Burkhard and Kristi Horton on student accounting prototyping and configuration, and participated in a meeting with the SAP Team, DIS, and Student Accounting to discuss the G/L interface requirements to allow FI-CA/Student Accounting postings to post to the UMMC General Ledger.
 - This week, they have performed initial configuration of number ranges in DEV/120 and QAS/320 after the client copies and have setup a small test org structure in DEV/120 to allow for development on the active directory account process to proceed.
- Data Migration
 - Brad Barnett and Joe Norman are adding a field to STMD1 (for the Legacy Registrar DB one digit Enrollment Status field on their current master record) so that we can set a temporary status in SAP to know if the student needs a portal account from 5/22 until the full go live.

Current legacy statuses are: A – Accepted, B – Leave of Absence, C – Early Entry, D – Deferred Admission, E – Dr. of Pharmacy (Oxford), S – Currently Enrolled in Summer Term, X – Student Not Currently Enrolled, 0 – Deceased, 1 – Withdrew Acceptance or No Show, 2 – Currently Enrolled, 3 – Withdrew, 4 – Graduated, 5 – Dismissed, 6 – Transient or Special Student No Longer Enrolled

It appears that 2 will mean “currently enrolled”, but Brad noted that the Registrar can define what is to be considered “active”. Per Kathy B., they

have determined that “current students” are those with the values of A, B, C, D, S, X, and 2.

- Need discussion on students who have multiple legacy IDs. How will Brad send these multiple numbers in the interface file and how will these numbers be available on the new (EHP4) Identification Tab. Kathy B. has proposed two options:
Create two legacy id types in SLCM: Legacy ID 1 and Legacy ID 2 and Brad could pass the numbers in the STMD1 file.
Create on Legacy ID but date delimit it with the two numbers based on the admit date of the student (dates would also need to be in STMD1).
- Need to know if legacy data is available and usable for VISA information on STMD4?
- Joe Norman is currently working on in-sync process for STMD1 daily updates after initial migration.
- External Subject/External Organizations
 - Eddie Upton is currently developing an SAP program and process for synchronizing the UM and UMMC SAP clients for external subjects (SU) and external organizations (EO) objects; these objects will be created/updates on a nightly basis in the UMMC SAP client.
- RICE List for SAP Reports
 - Currently developing the RICE list of SAP R/3 reports which will be useful to the UM Medical Center.
- Student Master Data/Student File
 - Eddie Upton has contacted Michael Fan regarding suggestions for handling the displaying of performance indices in Academic Work since SAP uses calculation point ‘AW01’ which is not client dependent.
 - Joe Norman and Kathy Gates completed UMMC DEV (Client 120), QAS (Client 320), and PRD (Client 320) object deletions.
 - Margaret Walden will be meeting with Heidi Hutchins of LSI on 1/26 to discuss the academic structure in use for UM Oxford.
- Portal
 - Frank Mathew made a presentation on Web registration to UMMC and LSI on 1/12. There will be follow-up presentations on 1/26 with personnel from dean’s offices. The purpose is to firm up the requirements for the UMMC Web registration interface.

- Robby Seitz and Paul Matlock have copied the UMMC branding over to the UMMC test portal environment. Robby, Beau and Pooja are setting up portal accounts and authorizations for UMMC staff members.
 - Frank Mathew and Kathy Gates developed the portal RICE list with input from LSI and UMMC. It has been uploaded into the collaboration area.
 - Kathy Gates is working on a new Web service which will allow more flexibility in determining user attributes and group memberships.
 - Robby Seitz and Pooja Saxena plan to spend Monday 1/26 working with Paul on portal concepts.
 - Kathy Gates will be meeting with Benjamin Walker on Tuesday 1/27 to talk in more detail about the accounts interfaces.
- Digital Imaging
 - Cost estimates for running UMMC digital imaging functions in the UM Oxford Mobius system have been developed and provided to Dr. Fowler.

UMMC

- Accomplishments:
 - David Fowler is working with the Office of Academic Affairs to obtain information about UMMC policies and implement a policy directory using the templates currently used by UM.
 - The job position for a systems analyst has been reposted.
 - The AIS staff is currently receiving training with SAP SLcM.
 - AIS Staff work with student master files and student accounting have been listed above.