

CAS

MINUTES OF MEETING

February 23, 2015

[These minutes reflect discussion and debate at a meeting of a committee of the University of Minnesota Senate; none of the comments, conclusions or actions reported in these minutes represent the views of, nor are they binding on, the Senate, the Administration or the Board of Regents.]

PRESENT: Kevin Smith (Chair), Craig Bantz, Dennis Becker, Chris Dovolis, Kent Kirkby, Jeffrey Lindgren, Maria Sera, Susan Staats, Mingze Sun, Jeremy Todd, Thomas Wolfe, Ryan Bean

GUESTS: Anika Carlsted, space planner, Capital Planning and Project Management (CPPM)

REGRETS: Roberta Kehne

ABSENT: Luke Odenthal, Bill O'Neil, Harshavardhan Sanekommu

[In these minutes: Learning Space Master Plan (LSMP) update; ESUP update]

1. LEARNING SPACE INITIATIVE UPDATE

Professor Smith called the meeting to order and invited Mr. Todd to begin the update from the Office for Classroom Management (OCM) on the Learning Space Initiative. Mr. Todd introduced Anika Carlsted, space planner, CPPM, to discuss the Learning Space Initiative. She explained that the goal is to design guiding principles that architecture and design firms can use to approach spaces on campus. There is support for CAS's understanding of learning spaces as going beyond the traditional classroom definition. Members then had the following questions and comments:

- Professor Sera commented that her department's space is being renovated and several faculty members feel there is a need for a large lecture hall is needed. This would help integrate undergraduate students into the work of the department, but this concern is not being considered in the planning. Mr. Bantz said that he experienced a similar situation on the St. Paul campus, as instructor offices are in a building separate from the classrooms.

- Ms. Carlsted said that from a planning perspective, they try to consider the program needs and the budget. In cases when resources are limited, they use data related to traffic patterns and adjacent spaces to meet needs in the best way possible.

Mr. Lindgren informed members that Bradley Cohen has left the University and there will not be a person hired to work specifically with the Learning Space Initiative.

2. OFFICE FOR CLASSROOM MANAGEMENT & ESUP UPDATES

Mr. Todd, director, OCM, provided the following update using a PowerPoint:

- Tate Lab of Physics Renovation
 - Work to begin summer 2015 and continue through summer 2017
 - Classes will be displaced
- Partnering with AHC to update Moos 3-110 (capacity 144) for morning displaced classes.
- Reviewing other space renovation options to assist in accommodating class displacements.
- The entire building is affected by the construction. Primarily large lectures will be affected, but the cascade will affect all section sizes.

He then provided an update on the upgrade of the PeopleSoft system:

- A considerable amount of usability testing was completed in the last few months. They are looking for, finding, and fixing defects.
- They have started general communications as well as early training for advance groups.

What is the cutover?

- Since we're upgrading several complex systems in sequence, it takes longer than previous upgrades. The cutover is a two-week period during which you won't be able to use some systems. For example, some systems will have view-only information that is not "live."
- Before the cutover, you'll need to take care of critical issues that will occur during that time, like making loan or vendor payments, and entering and approving employee time. Here are a few things you WILL be able to do during the cutover:
 - Human Resource Systems: You can continue the hiring process and you can view employment records, but it's critical that we minimize the number of HR events that happen during this time, so consider moving up hires.

- Finance Systems: You can make PCard purchases (e.g., for research activities) and see “read-only” information.
 - Student systems: You can view all records, print transcripts (official & unofficial) and certification letters and access “read-only” software applications.
 - Reporting: UM Reports, the data warehouse, and UM Analytics will be available with static data that was accurate as of the cutover date.
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- The new MyU -- a single place for a lot of information and new features. It’s an aggregator, NOT a space for new software development. It’s NOT replacing the umn.edu homepage. One Stop is NOT going away. The tabs you see in MyU are based on your role, so there will be different tabbed information that will be available to different groups of people.
 - The Faculty Center is where those with instructional responsibility will find
 - Class schedule
 - Class list (with real-time data and the students’ preferred name)
 - Grade entry (with options to upload a file or import final grades from Moodle)
 - Waitlist and class permission
 - They can enter a URL to a website with information about the class. This URL will be displayed to students when they search for classes during registration.

Hearing no further business, Professor Smith adjourned the meeting.

Jeannine Rich
University Senate Office