

Meeting Minutes: November 1998

Present: Jane Anderson, Mischa Bettz, William Beyer, Jean Cameron, Don Chamberlain, Chuck Dahl, Valerie Meyer DeJong, Mike Galegher, Bill Ganzlin, Caroline Gilbert, Paul Hesterman, Jennifer Koontz, Mary Koskan, Karl Lorenz, Farzaneh Nabauian, Steph Nichols, Jan Reifsteck, Lonna Riedinger, Vickie Roberts, Cindy Salyers, Jan Schlueter, Sue Van Voorhis, Sue Hunter Weir, Amy Winkel

Announcements -

- The cancel-add period is to be discussed at CUD.
- OTR records staff have moved to Coffey Hall and, by the end of the week, the west bank skyway.

Advising using PeopleSoft - Paul Hesterman presented a shortened version of the presentation he did at NACADA. He explained what PeopleSoft is (and isn't), the challenges we face, issues regarding modifications to the system and potential for future development.

Valerie Meyer DeJong did a demo of the PeopleSoft panels, concentrating on how to assign an adviser, view and add a service indicator (hold), the Program/Plan (college/major/minor) panel and student groups (known as tracking flags in AIS). She also demo-ed the Term Summary (information currently accessible on 01-1 through 01-5) "navigator". This is a tool in PeopleSoft used to access the most commonly used panels. The main navigator page lists, in icon format, all of the panels and the operator simply clicks on each icon to reach that panel.

This PeopleSoft "show and tell" is being presented to University advisers on Dec 1, 3 and 8 in the Twin Cities and Dec 10 in Duluth.

Training sessions will be set up for all users in the coming months. Please note that all trainees are required to go through the PeopleSoft Tutorial before attending their training session. The tutorial is at:

<http://www1.umn.edu/s2000/shockwav/shockwav.htm>