



SIS Modernization Project
MICHIGAN STATE UNIVERSITY

Request for Decision

Date: 2/28/2020

Request # 129

Author: Traci Gulick and Deb Dotterer



Decision Summary	Requesting a specific effective date on course and curriculum changes beginning 1 Sept 2020
Date Needed	2/28/2020
Approver	SIS Project Executive leadership
Impact Area	Program, Department, College level creation of course and program changes.
Roles Impact	Departmental staff, Faculty, Students and RO staff.
Workgroup(s)	Academic Advising and Student Records
Campus Stakeholders	Graduate School, Deans, Chairpersons, Faculty, Department Staff, RO staff, University Curriculum and Catalog

Purpose

To request support for a temporary freeze on University course and curriculum changes.

Recommendation

The effective date for course and curriculum changes submitted and approved after 1 October 2020 is deferred until 1 September 2021 (Fall 2021 semester).

Executive Summary

As part of the Campus Solutions (CS) implementation, course and curriculum information has been converted from the legacy student information system (SIS) to the CS SIS. To maintain currency, any new course and curriculum changes must be manually entered into both systems (legacy SIS and CS SIS) until such time all transactions occur solely in CS SIS (~April 2021). This manual dual-entry process currently consumes approximately 20-40 hours per month. If the request herein is approved, the Student Records workload will be significantly decompressed permitting the team to dedicate its time for supporting upcoming software releases. A similar request was approved in 1992 when the project team implemented mainframe SIS.

Risks and Mitigation

By postponing all curriculum changes to have an effective date of FS21, there is a risk that a unit would have to delay promotion of a new program. This is usually not an issue given most new programs begin at the onset of a new academic year.

By allowing the curriculum review process to continue and only defer the effective date, a backlog of curricular changes would not accumulate.



Background

The standard process for curriculum changes is a unit submits written curriculum changes to their department, then to the College curriculum committee, then to University Committee on Undergraduate/Graduate Education (UCUE/UCGE) as required and then to University Curriculum Committee. Once approved at all levels, the Registrar's Office (RO) must then enter the curriculum changes into the system (SIS as well as Degree Navigator). This is an ongoing process from September through April each year. With the implementation of CS, the RO must also enter into Campus Solutions Degree Audit, within Campus Solutions.

The same process happens above on all course requests. The only difference would be not having to enter these changes specifically into Degree Navigator or the Degree Audit side of Campus Solutions, as those hold programs, not courses. However, the changes/deletes/adds would have to be added into both SIS and Campus Solutions.

Decision

Shared with GAAD and UCGS – no issues raised.

Approved as of 3/25/20