

Memo

To: Student Information System (SIS) Project Team
From: Rick Liston
CC:
Date: 4/13/2006
Re: Project Team Changes

As progress continues in our SIS implementation we are continually monitoring our team structure in order to insure that we are organized for efficiency and in a way that maximizes every team member's ability to contribute toward that progress. We are constantly learning and assessing our team roles and looking for ways to organize and work together that make the most sense.

After studying our team organizational structure and consulting with key team members, Louis Hunt, executive sponsor, and Bobby Puryear, Director Credit Programs/MCE&CE, I've decided to ask Michelle Johnson to move into the role of Student Records Lead. Cindy Deluca, current Student Records Lead will assume the role of Cross-Functional Lead.

This change is needed for a number of reasons. As Associate Registrar, Michelle is a critical member of the records team. Her presence at the records' prototyping sessions is mandatory in order to make effective and efficient decisions about the current and future business processes of Student Records on this campus. In addition she is working closely with consultant Mark Leenhouts on completing academic structure setup and campus community work. Together these modules comprise the largest components of the SIS project. Allowing Michelle to concentrate her efforts and expertise on these areas, where our needs are critical, will help us maintain our go-live schedule and complete prototyping by June.

In Cindy's new role as Cross-Functional Lead we will be relying on her to assist with project-level coordination between modules, tracking inter-module and extra-project issues, problems and decisions, and managing special functional team requests for system enhancements and customizations. In addition Cindy will devote substantial time to campus communication, promotion and training, working in partnership with Kelly Lucey.

A tremendous commitment is being asked of every member. I am impressed by the common spirit existing among you all and am inspired by the enthusiasm, devotion, and strong regard for this project.