THE FLORIDA INTERNATIONAL UNIVERSITY

BOARD OF TRUSTEES

ACADEMIC POLICY AND STUDENT AFFAIRS COMMITTEE

THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES'
ACADEMIC POLICY & STUDENT AFFAIRS COMMITTEE

MONDAY, 16 FEBRUARY 2004
8:30 A.M.
FLORIDA INTERNATIONAL UNIVERSITY
PC 521
UNIVERSITY PARK CAMPUS
MIAMI, FL

AGENDA

I.	**CALL TO ORDER**	**CHAIR PARKER**
II.	**APPROVAL OF MINUTES**	**CHAIR PARKER**
III.	**CHAIR'S REMARKS**	**CHAIR PARKER**
IV.	**ITEMS FOR COMMITTEE ACTION** *(NONE)*	
V.	**REPORTS** *(NO ACTION REQUIRED)*	
	1. K-20 AND BOG ACCOUNTABILITY UPDATE	**PROVOST ROSENBERG**
	2. FIU STRATEGY STATEMENT *DRAFT*	**PROVOST ROSENBERG**
	3. PANTHERSOFT UPDATE	**VP MC GOWAN**
	4. HCET UPDATE AND REPORT	**PROVOST ROSENBERG**
	5. HEALTH & MEDICAL EDUCATION INITIATIVE UPDATE	**PROVOST ROSENBERG**
	6. COLLECTIVE BARGAINING UPDATE	**CRISTINA MENDOZA**
	7. STUDENT AFFAIRS REPORT	**SVP TELLES-IRVIN**
	8. ACADEMIC AFFAIRS REPORT	**PROVOST ROSENBERG**
VI.	**OTHER BUSINESS** *(IF ANY)*	**CHAIR PARKER**
VII.	**ADJOURNMENT**	**CHAIR PARKER**

THE FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES

ACADEMIC POLICY AND STUDENT AFFAIRS COMMITTEE
MINUTES
THURSDAY, 16 OCTOBER 2003
FIU, UNIVERSITY PARK CAMPUS
GL 835
MIAMI, FL 33199

I. Call to Order

The Florida International University Board of Trustees' Academic Policy and Student Affairs Committee meeting was called to order on October 16, 2003, by Chairman David Parker at 8:30 a.m., at FIU Green Library, Room 835, Miami, FL.

The following attendance was recorded:

Present:
David Parker, Chairperson
Herbert Wertheim, Vice Chair (via telephone conference)
Betsy Atkins
Marcel Escoffier
Clayton Solomon
Joan Peven Smith, Foundation Liaison

Excused:
Sergio Pino
Rafael Calderón

Staff:
Provost Mark Rosenberg
Executive Vice-President Paul Gallagher
Vice President Patricia Telles-Irvin
Deputy General Counsel Isis Carbajal
Vice President Rosa Jones
Vice President John McGowan
Vice Provost Institutional Effectiveness, Marie Zeglen
Dean University Graduate School and Vice Provost Douglas Wartzok
Dr. Carlos Martini, Medical School Project Director
Dr. George Dambach, Academic Consultant
Dr. Thomas Breslin, Vice President Research
Dr. Dan Coleman, Vice Provost Institutional Effectiveness (retired)

Dr. Bruce Dunlap, Dean Arts and Sciences
Dr. Ronald Berkman, Dean Health and Urban Affairs

Mayra Beers
Erica Martinez

Erica Martinez took a silent roll.

II. Approval of Minutes

Committee Chair David Parker recommended the minutes of the 12 August 2003 Academic Policy and Student Affairs Committee meeting be approved as submitted.

The motion was MSC.

III. Chairman's Remarks

Committee Chairman Parker welcomed all present to the meeting. He introduced Joan Peven Smith as the new Foundation Liaison to the Committee. Ms. Smith has been a long-time member of the FIU Foundation and currently chairs the Academic Affairs Committee of the BOD.

Chairman Parker requested each agenda item be briefly outlined in order to provide ample time for the scheduled Health and Medical School Initiative discussion.

IV. Items for Approval

1. Granting of Tenure as a Condition-of-Hire– Provost Rosenberg explained the process of tenure in hiring new faculty from other institutions. He reported that as a condition-of-hire, the University would entice new professors by meeting competitive tenure packages. Provost Rosenberg introduced the tenure nominations as a condition-of-hire.

A motion was made for the Committee to recommend Board approval of the following tenure nominations as a condition-of-hire:

      (1) Janine King, Architecture
      (2) George Dulikravich, Mechanical Engineering
      (3) Dev S. Pathak, School of Public Health

 The recommendation was MSC.

For continuity, Trustee Parker requested an "other business" item be added to the agenda.

Provost Rosenberg presented a fourth candidate for consideration in granting of tenure as a condition of hire. The Provost explained Dr. David Cohen accepted an offer to join Florida International University's College of Health & Urban Affairs' School of Social Work as a Professor. Dr. Cohen's tenure nomination was unanimously endorsed by the School of Social Work's Tenure and Promotion Committee, the School of Social Work Director, the College of Health & Urban Affairs' Dean, Provost Mark B. Rosenberg, and President Modesto A. Maidique. However, because of an administrative error in 2000, his tenure nomination was not forwarded to the Board of Regents, the agency governing university tenure at that time. Since then, tenure-granting authority has devolved to the university boards of trustees. Therefore, The Florida International University Board of Trustees is being asked to grant Dr. David Cohen tenure effective as of the time, absent the clerical error, tenure would have been granted by the Board of Regents.

A recommendation was made to approve the nomination of Dr. David Cohen, College of Health and Urban Affairs, as the fourth candidate for tenure as a condition-of-hire.

The recommendation was MSC.

2. Track Conversion to Stand Alone Program: Early Childhood Education, B.S.– Provost Rosenberg explained the importance of Pre-K education within the critical months of 12-36 of age. He proposed the notion of converting the Early Childhood Education Track into a stand-alone, full degree program. Provost Rosenberg noted the existing track currently enrolled over 150 students.

After some discussion, a recommendation was made to recommend Board approval of the track conversion to a stand-alone program for an Early Childhood Education, Bachelor of Science.

The recommendation was MSC.

V. Items For Information and Update

3. Accountability Plan- Provost Rosenberg gave a review of the K-20 accountability measures as established by the 2003 Legislature. He reported the Board of Governors wanted a more aggressive system to measure and quantify student learning on a discipline-by-discipline basis. One of the measures they recommended was more standardized testing to measure student success.

Trustee Escoffier commented on the complexity of quantitative measurement of institutional effectiveness. He stated it is very difficult to find a valid test that measured the success of a University. In addition, Trustee Atkins raised concern on quantitative measurement for liberal arts programs that are more qualitative.

Chairman Parker suggested a better system would be to have each department within the University set its own goals to be supervised by the University, who would ensure implementation. Trustee Solomon agreed and favored a local accountability plan rather than a state-wide or national standard of measurement.

4. Program Review Process and Update- Provost Rosenberg reviewed the program review process and provided an update on the status of existing degree programs.

5. Union Updates- Deputy General Counsel Isis Carbajal provided an update on the status of unions at FIU. She reported on the election of American Federation of State, County, and Municipal Employees (AFSCME). As a result of that election, AFSCME will be the representative.

On the United Faculty of Florida (UFF) she reported thus far no bargaining unit had been determined for the faculty. Carbajal noted the upcoming Advisory Committee meeting would help to negotiate factors for the faculty. She reported that in the interim, the faculty is in a holding pattern because the PERC ruling was pending.

6. PeopleSoft Implementation Report – John McGowan, Vice President and Chief Information Officer of University Technology Services presented the PeopleSoft Implementation report. He indicated the administrative module "went-live" with admissions, was on schedule, and successful. He reported budget issues proceeded as planned.

A discussion ensued on the capabilities of the PeopleSoft system for tracking post-graduation moves by alumni. VP McGowan reported alumni affairs already had those capabilities and the full implementation of PeopleSoft would enhance that process. Discussion ensued on specific items to be tracked.

7. Health and Medical Education Initiative Discussion– Provost Rosenberg opened a discussion regarding the future of health and medical programs at the University. The discussion outlined the University's desire to institute a comprehensive Health and Medical Education Initiative to service the needs of South Florida.

He noted all articles presented for Committee review were in "draft" form and therefore subject to change. The Provost thanked Dr. Dambach, Dr. Martini, and Dr. Coleman for their efforts in creating the FIU Health and Medical Education Initiative concept paper for Committee review.

Provost Rosenberg briefly presented an outline of the concept paper. He proposed the notion of having an Academic Health Center as the basis of the initiative, with an MD in Allopathic Medicine as the centerpiece, aligned with a medical program that reflected local and national needs.

Provost Rosenberg explained the approach to focus on advancing health with a strategic plan that would be complimentary to local, state, and national efforts. He noted the goal of the Initiative would be to educate, and focus on the needs of patients. He added a special focal point would be on proactive medicine.

The Provost explained how the creation of a MD in Allopathic Medicine would help to increase the cultural representation of minority physicians in Florida, create affordable public educational health for South Florida, and advance biomedical and scientific knowledge.
He then outlined the financial needs of the initiative. Provost Rosenberg reported the initiative would require new faculty, new facilities, and more resources. He stated the appropriate funding would come from in part from state and national foundation support.

Asked what the major concerns to such a program might be, Dr. Berkman noted several prospective complaints for which the Committee should prepare, including concerns regarding financial costs, necessity of such a program in the state, and concerns on whether current medical programs should be advanced instead of creating an entire new program from scratch. Dean Berkman also noted no other state universities have had continued support of public health programs as FIU. Joan Peven Smith, Foundation Liaison, stated there are no existing medical schools that have implemented a concentration on Complimentary Alternative Medicine, CAM; therefore, she suggested FIU be the first.

Dr. Breslin, Vice President Research, noted there were far more qualified applicants than available space for the medical program. He stated there is enough support for the program to produce approximately 100-125 students a year.

Provost Rosenberg concluded by briefly outlining the time line of the proposed Health and Medical Education Initiative. He stated a formal proposal with Board approval would be made shortly. In the interim, he noted additional planning would be implemented.

Chairman David Parker, and Vice Chairperson Herbert Wertheim, recommended the Committee should present the Health and Medical Education Initiative at the next full Board meeting on November 17, 2003. The Committee agreed with the Chairman's recommendation and agreed to draft a specific timeline by the first week of November.

VI. Other Business
No other business was raised.

VII. Adjournment
Chairman David Parker adjourned the meeting at 10:38 a.m.

Trustee Requests
Vice Chairperson Herbert Wertheim requested a PDF format for all future agendas.

FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES'
ACADEMIC POLICY AND STUDENT AFFAIRS

16 February 2004

SUBJECT: K-20 and The Florida Board of Governors' Accountability Update

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PROPOSED COMMITTEE ACTION

Discussion Item
No action required.

SUPPORTING DOCUMENTATION INCLUDED: • Accountability Measures Approved By
The Florida Board of Governors
on January 22, 2004

• K-20 Education Performance Accountability
System (as of December 16, 2003)

• Accountability Measures Presentation

FACILITATOR/PRESENTER: • Provost Rosenberg

**Accountability Measures Approved By The Florida Board of Governors
on January 22, 2004**

Number and percent of students from underserved populations who enroll in and complete a baccalaureate degree

Graduation rates (More discussion needed: the two measures that were presented were):
    (a) 4- and 6-year cohort-based graduation rates for FTICs
    (b) 2- and 4-year cohort-based graduation rates for AA transfers

Per the goals and negotiated targets of the Florida Board of Governors Strategic
    Plan: Increase access to and production of bachelor's, master's, doctoral, and
        professional degrees

Per the goals and negotiated targets of the Florida Board of Governors Strategic Plan: meet statewide professional and workforce needs
       1. Critical Needs--Education
       2. Critical Needs--Health Professions
       3. Economic Development--Emerging Technologies
       4. Economic Development--High-Wage/High-Demand Jobs
       5. Educated Citizenry / Workforce

Research expenditures from external sources per State-funded ranked faculty

Per the goals and negotiated targets of the Florida Board of Governors Strategic Plan: build world-class academic research capacity and nationally recognized programs as demonstrated by:
       1. Association of American Universities membership
       2. Research Expenditures – Contracts and Grants
       3. National Research Council rankings
       4. Centers of Excellence
       5. Other forms of national recognition

The Florida Board of Governors also voted, contingent upon funding, to release a request for proposals to the State universities for pilot learning assessment projects. Projects may include grade-14 assessments of skill sets (e.g., writing and critical thinking) or end-of-program tests or other learning assessments in specific disciplines.

K-20 Education Performance Accountability System
(*As of December 16, 2003*)

- **Student Achievement:** University Sector Measure **–** *"Number of degrees granted at all levels."*

- **Student Achievement:** University Sector Measure **–** *"Number and percent of FTIC students who make learning gains as measured by an external assessment aligned with a previous assessment, or an exit test."*

- **Access:** University Sector Measure – *"Number and percent of students from underserved populations who enroll in and who complete a baccalaureate degree program."*

- **Articulation:** University Sector Measure – *"Graduation rates for all entering students based on a 2-year and 4-year expectation; include provision for students who transfer in and out and for students who persist."*

- **Employment and Earnings:** University Sector Measure **-** *"Number and percent of former students whose earnings are within ranges established as appropriate for baccalaureate degree, categories and ranges identified by decisions of Workforce Estimated Conference."*

- **Efficiency:** University Sector Measure – *"Show university return on investment as a ratio of the educational outcome represented by earning a degree divided by the money used to achieve the learning outcome."*

Accountability Measures

Proposed K-20 Measures
1. Number of underserved BA graduates
2. Two and four-year graduation rates
3. Increase number of degrees at all levels
4. Exit test to assess student learning
5. BA earnings matching state standards
6. Show university return on investment

Overlapping K-20 and BOG Measures.
1. Number of underserved BA graduates
2. **Increase number of degrees at all levels**
3. **Meet statewide workforce needs**
4. Exit test to assess student learning
5. Two, four, six-year graduation rates
6. Research $ spent per state funded faculty

Proposed BOG Measures
1. Number of underserved BA graduates
2. Two, four, and six-year graduation rates
3. Increase number of degrees at all levels
4. Meet statewide workforce needs
5. Research $ spent per state funded faculty
6. **Build world-class and nationally recognized research institutions**
7. Pilot learning assessment projects

Denotes BOG Mission Driven Measures

1

How Will FIU Perform on These Measures?

FIU Strong Measures

➤ Number of underserved BA graduates

➤ Meeting statewide workforce needs

Quick FIU Facts

➤ 53% Hispanic in Fall 2003

➤ 13.5% Black/African American in Fall 2003

➤ Average FIU BA graduate quarterly salary (2001-2002) = $7,918 [state average = $6,875]

Other Measures

➤ Number of degrees awarded at all levels

➤ Exit test to assess student learning

➤ 4, 6-year graduation rate (2-year CC transfer)

➤ Research money spent per state funded faculty

6-Year Graduation Rate for 1994 Cohort by Institution

Institution	Rate
UF	73.7
FSU	66.6
SUS	57.9
UCF	54.3
UNF	51.8
USF	47.3
FIU	43.5
FAU	43.4
UWF	42.8
FAMU	41.3
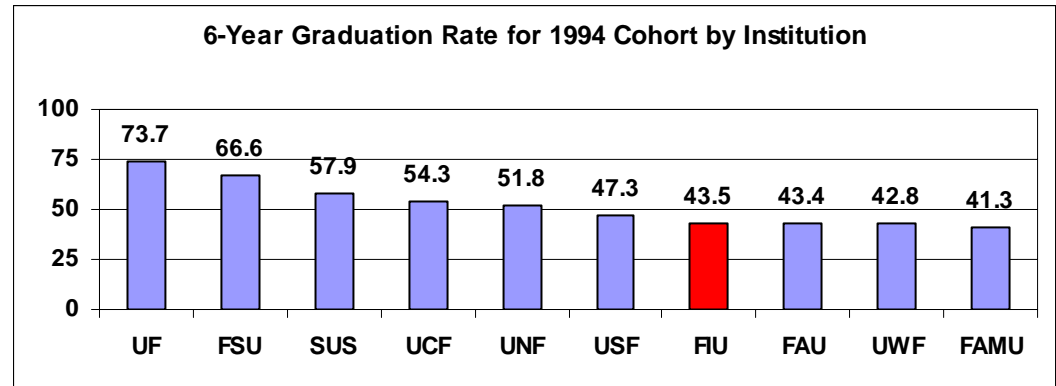
4-Year Traditional Graduation Rate vs. Full Time Attendees, 1997 Cohort

Traditional 4-year Rate Full-Time in First Semester Only

UF	FSU	UCF	USF	UNF	FIU	FAMU	UWF	FGCU	FAU	SUS
49.3	40.3	27.7	24.4	24.3	17.7	16.8	16.5	14	13.7	34.4

4-year Rate Full-Time All Semesters

UF	FSU	UCF	UNF	USF	FIU	FAU	UWF	FAMU	FGCU	SUS
63.9	50.6	48.7	45.8	39.6	35.7	31.6	29.5	24.5	25.4	48.5
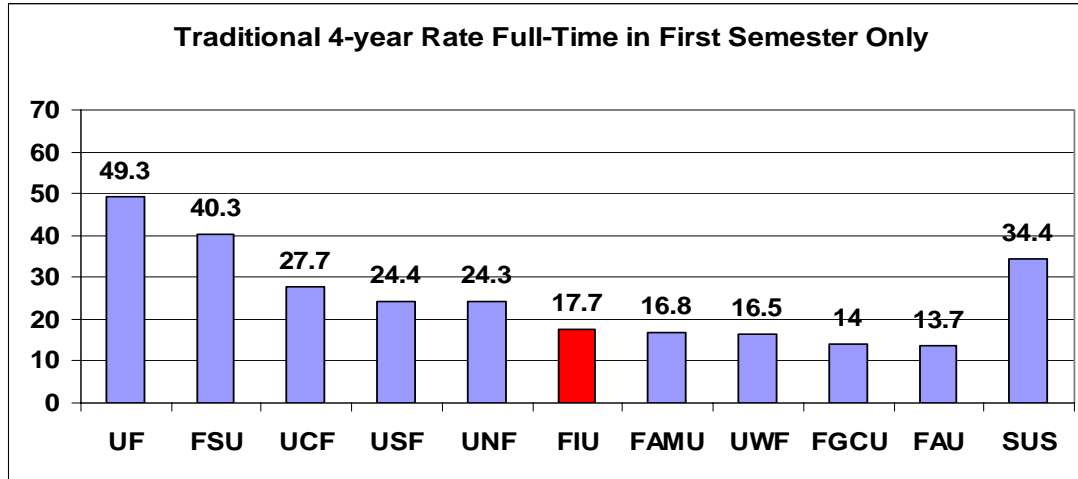
• ONLY 18% of FIU students who started as full-time in their first semester graduated within 4 years.

• TWICE as many students (36%) graduated in 4-years IF they stayed full-time throughout their time in college.
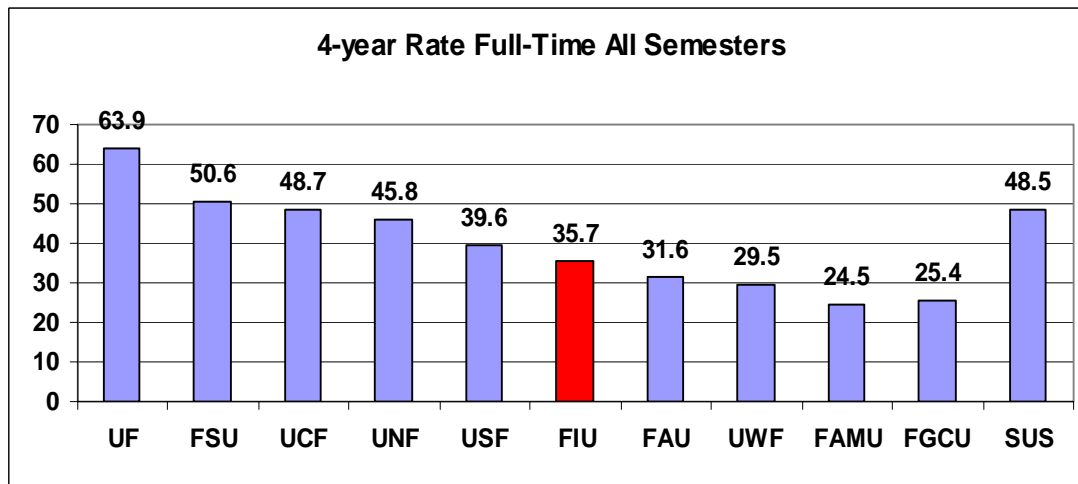
• OVER HALF of FIU students in 1997 were part-time.

• CONCLUSION: Traditional graduation rate calculations favor residential campuses not those who serve an urban, part-time student body. Attendance patterns must be factored into rates.

Data Source: Florida Board of Governors, Nate Johnson, January 21, 2004

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Summary

Accountability measures and processes are not yet final.

➢ There is still time to influence the BOG and K-20 processes. Measures have not been finalized.

➢ Some of the measures being considered, such as graduation rates, favor traditional, residential campuses not an urban campus like FIU.

➢ It is not clear which measures will drive performance funding and which will be for accountability.

➢ Standards have not been established for acceptable performance at each University by either the BOG or the Florida Board of Education.

The BOG definition of university missions will set parameters for accountability.

➢ The mission defined for FIU by the BOG will be very important in setting expectations and rewards for performance.

➢ Top Tier institutions will have greater funding for research and higher expectations for graduate education.

Funding will follow mission and performance.

➢ Both BOG and K-20 measures may impact FIU funding.

➢ BOG measures will help define tiers that will drive allocation of funds among the SUS universities.

➢ K-20 measures may drive up to 10% of state funding.

**FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES'
ACADEMIC POLICY AND STUDENT AFFAIRS**

16 February 2004

SUBJECT: FIU STRATEGY STATEMENT

PROPOSED COMMITTEE ACTION

Discussion Item
No action required.

SUPPORTING DOCUMENTATION INCLUDED: • Strategy Statement *Draft*

FACILITATOR/PRESENTER: • Provost Rosenberg

Florida International University's vision is to be a top, urban, public research university. This vision, approved by the Board of Trustees in 2002 as a component of the institution's Millennium Strategic Plan, has been an important and continuing guidepost since the early 1990s.

To give direction to the fulfillment of this vision, members of the FIU community have identified six academic strategic themes: health, environment, international, local and Florida economic development, the arts, and lifelong learning.

The Board also approved core institutional values that should guide all aspects of the institution's behavior. They are: freedom of thought and expression; excellence in the teaching and in the pursuit, generation, dissemination, and application of knowledge; respect for the dignity of the individual; respect for the environment; honesty, integrity and truth; diversity; and strategic, operational and service excellence. While the institution's strategy is likely to change across time, the core values should serve as enduring elements of FIU's identity.

FIU's has identified six institutional goals including:

1) to educate undergraduate students to become critical thinkers, to understand their culture and the cultures of others, and to understand and commit to civic responsibilities;

2) to educate graduate and professional students to understand the obligation of the holders of advanced degrees to apply their knowledge and critical intellectual abilities in an ethical manner to issues important to society;

3) to generate research results and creative contributions that achieve national and international recognition and to have at least five academic programs ranked among the top twenty-five in the United States while fostering quality in all of our programs;

4) to be a leading university in engagement by developing and implementing effective programs that addresses educational, economic, social, cultural, and environmental needs through lifelong learning opportunities, research, service, and creative endeavors;

5) to be a leader in developing information technology alliances and in the effective application of selected information technology to the teaching-learning process, research activities, institutional administration, and global engagement; and

6) to enhance the financial infrastructure of the University by achieving funding equity within the university system, increasing the proportion of external contracts and grants funding, and expanding significantly the University endowment

While the academic themes and goals provide a general guideline to develop the institution's teaching, research and service profile, there has been an effort in recent years to prioritize resource allocation in the general area of health. This thrust is justified by the significant education, training and research commitment that has already been developed at FIU in this area; by the growing demands in the greater Miami community for intensified engagement by FIU in health solutions; and by the significant Federal funding that can enable local research and training efforts. In short, there is enormous potential payoff for the state for expanding FIU's capability in health related initiatives.

As a consequence of the Board approved strategic planning process, the University convened cross-functional working groups to identify specific action steps (and potential costs) that should be taken in each of 15 issue areas that were identified. Two general areas that directly reinforce health related initiatives are now being given top priority. They are as follows:

1) Graduate education, with a focus on offering a wide-array of health related graduate degrees, attracting the best and brightest graduate students, and accelerating their progress in receiving their degrees, and
2) Research achievement, with a focus on improving the ability of FIU faculty to compete in state and national arenas for research grants and to intensify the application of this research to the social and economic well-being of the citizens of the state.

The critical steps to be taken during the next few years to ensure a return on investment include:

1) Equity funding from the state of Florida to close the FTE funding gap;
2) The development and implementation of a health and medical education initiative that fosters the creation of an Academic Health Center, the creation of a new medical school, and the expansion of partnerships and affiliations with local health care providers for improved clinical care;
3) The initiation of a major fund-raising campaign to provide operating endowments for units key to the operationalization of the strategy;
4) Maintenance and enhancement of quality undergraduate education through intensified measurement of learning.

FLORIDA INTERNATIONAL UNIVERSITY
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16 February 2004

SUBJECT: PANTHERSOFT IMPLEMENTATION UPDATE AND REPORT

PROPOSED COMMITTEE ACTION

Discussion item.
No Committee action required.

SUPPORTING DOCUMENTATION INCLUDED:
- Executive Summary
- Financials Project-Progress Report
- Administration Project - Progress Report

FACILITATOR/PRESENTER:
- Provost Rosenberg

Executive Update
PantherSoft Project
1-26-2004

Student Administration

- Financial Aid development complete
- Student Financial development 58% complete
- Now Live in PeopleSoft:
    - Auto Admit program for prospects
    - Request for Information for Prospects via the Web
    - View your Application Status for Applicants via the Web
    - Web Application for Grad and Undergrad complete
    - Web Access security profiles for Prospects, Applicants and Students
- PantherSoft ID Rollout for 32,000 Students in final stages
- Completed System Test in preparation for Financial Aid "GO Live"
- Admissions Training continues
- Financial Aid & Student Records training classes in progress
- Student Financials training materials are being developed
- Security development for Student Records and Student Financials in process
- Continue production duplicate records clean-up
- Financial Aid "GO Live"16 February 2004

Financials

- Design documentation and Configuration data for General Ledger, Payables, Asset Management, and Purchasing has been finalized and approved
- Training for the core departments in progress and end user curriculum being developed
- Interface between Payroll & Telecom to PeopleSoft General Ledger is under development
- Legacy team has finalized conversion programs for Vendor and Asset file
- Vendor file has been "cleaned" and all active vendors have been loaded into PeopleSoft
- Financials development is in progress:
    - 16 customizations have been completed.
    - 9 customizations are in progress.
- High Jump Software – Asset Mgt- has been procured, installation scheduled for Feb 04
- Bank of America – Finalizing specifications to integrate with PeopleSoft modules
- New Financial Team members for training and development have been added to the team.
- IDP Session for Travel and Expense has begun

Technology & Infrastructure

- Built Financial Development and Testing Environment
- Upgraded Student Administration to PeopleTools version PT8.20
- Migrated Schedule 25 R-25 from DB2 to Oracle
- Upgrade Financial Development environment to PeopleTools version PT8.43
- Supported all development effort for both Student Administration and Financial projects
- Planning and Coordinating TouchNet (credit card processing) and High Jump (asset management) installation
- Provided Support and preventive maintenance to production environment.

Overall Status   Lead

Chart of Accounts / General Ledger   Andy Fornaguera / Fay Greenholtz
Reviewed Auxiliary Processes - Budgets, authorization, journals
Added Department Budget Manager Authorization employee data & modification
Reviewed Aux ID transfer procedures
Reviewed Agency requirements
Finalizing Conversion for July for Expense
Reviewed Testing strategy and entered budgets
Tested Associated Budgets from load
Tested Auxiliary Revenue Budgets
Created a strategy for involving departments in reporting

Purchasing   Judy Weech
Wrote cycle 1 test scenarios - 100% complete
Gathered test scenario data (Reqs,POs, Vouchers)
Tested TST environment
Defined user preferences
Wrote Workflow SAR

Expense & Travel   Jack Bello
Finalized Proposed SAR List
Finalized writing SAR Summaries
Continued working on Configuration Design Document
Continued working on My Wallet\P-Card functionality
Continued working with Travel\Expenses Leads on module functionality

Technical / Security   Suman Somaraj / Manny Rodriguez
User Profiles & User Preferences setup in PSFSPLY for all potential users.
User Profiles and User Preferences setup in PSFSCFG database for testers. PSFSTST will be refreshed from PSFSCFG
Sample Permission Lists and Roles setup for Travel & Expense module.
Evaluated SARs for Travel & Expense module. Estimated hours needed for completion
Cleaned up and reloaded Chart of Accounts. Cross checked the data against core tables and deleted
or modified core table data.
Cleaned up Personal Data table in PSFSPLY.
Continued to debug Associated Budgets pages.
Modified SAR 105 SQR. Added Asset Fund Code code to COMBO_DATA_TBL load. Reloaded PS_SPEEDCHART_HDR,
SPEEDCHART_DTL & COMBO_DATA_TBL with asset fund codes.
Finished testing nVision drilldown. The documentation for nVision setup is in the shared drive
Worked with Rita on Asset Conversion Data.
Started cleaning up data for Department Manager Load in PSFSCFG database
Updated & Evaluated SAR Log, SAR ownerships & work-loads
Updated Project Plan

Development (Customizations, Interfaces, Reports)   Suman Somaraj
Henry: Patches & Fixes
Luis: SA.
Gus: Interfaces
Rick: SAR 132, SAR 106 (Purchase Order Layout), Expense SARS
SARS Completed: 16, SARS In Progress: 9, SARS Pending: 3
Interface SARS: Development / Testing in Progress: 7; Pending: 3

Conversion   Mark Kapras / Elizabeth Cobb
 GL - No change since last week
 AM - Produced & delivered Phase I cleanup report job using current copy of Property Master
        Produced & delivered Phase I cleanup report job using current copy of Property Master.
        Provided Andy list of all ORG Codes on Property master entries that are missing from our XWalk table
        Provided David Fletcher a report of all Property items with ORGs not on crosswalk.
        Re-ran extract program and provided file to Rita for upload into PeopleSoft. This version has 14-byte location field
        Re-ran extract program with FIU Class field crosswalks and provided file to Rita for upload into PeopleSoft.
 P-card temporary interface - Have received BoA file layout from Bobby Grillo
        Have called BoA contact for clarification on expected contents & how to convert to SAMAS txs.
        Have received specs for report of BoA transactions for Approver Review
        Have received specs for SAMAS transactions to be created from BoA file from Vivian
        Progress continues on batch job. Can show sample of Transaction Report to users.
        Object Code screen coding in progress.
        In contact with BoA personnel about receiving SBF file on weekly basis. Need to work out FTP process.
 Vendor conversion - List of vendors added since August 1, 2003 has been sent to Judy
        List of vendors to be converted who have transaction history on the local accounts only (Txs. not on SAMAS)
          has been sent to Judy.
        List of VF vendors added since 11/01 has been sent to Judy.
 Location file - no change since last week
 Payroll Interface - No change since last week

4 account number files required for the payroll interfaces
    Need to determine process for maintaining four SAMAS files after PS go-live.
    (Title, Expansion Option, Expansion Set, Dir. Mgr. files)
Payroll Encumbrance Interface - No change since last week

Communications   **Nermari Faria / Yogi Misir**

Training   **Carolina Iglesias**
Conduct Intro and Requisition training class for Purchasing group (agents)
Developing Purchase Orders training guide
Payables and GL training contents and schedule reviewed with Leads
Developing Payables core functionality training guides
Setting up Workflow for Purchase Orders in the training db
Prepare draft presentation and contents for Communication partners meeting
Preparing security information from the approvers database for the Comm.partners meeting
Participating in the selection process for a University scheduling tool.
Evaluating feasibility to use WebCT for training on the web
Evaluating feasibility to develop site to post questions online
Evaluating effort to develop access request form for Panthersoft online

Testing   **Carolina Iglesias**
Preparing testing db (security, user preferences, workflow , etc)
Kick-off Testing and training activities - Testing starts Feb 9th

Key Accomplishments and Deliverables for Next Period (02/05/04 - 02/11/04)

Chart of Accounts / General Ledger   **Andy Fornaguera / Fay Greenholtz**
Complete Grant Allocations
Review test strategy for budgeting
Document grant budget requirements
Load more GL and Budget Conversion Data
Review Ledger conversion data
Review Ledger_KK conversion data
Prepare more detailed report specifications
Continue CTL/Transaction Data review
Create scenarios and associated budgets and journals

Purchasing   **Judy Weech**
Begin Cycle 1 testing
Begin vendor cleanup in PeopleSoft
Convert new vendors added since November that weren't keyed into spreadsheet
Finalize Pcard setup

Technical / Security   **Suman Somaraj / Manny Rodriguez**
Continue to debug runtime issues in PLY & DEV environments
Work on Asset & Location Conversions
Reload Associated Budgets
Continue to cleanup CFG database. Remove all delivered setup data and delete setup data that is no longer required
Load Managers into CFG database.
Load attribute data into PSFSCFG database
Load Associated Budget Setup data into PSFSCFG database
Change User Profiles in PSFSCFG database for users involved in Vendor Cleanup.
Monitor development of SARS.
Continue evaluating Travel & Expense modifications

Development (Customizations, Interfaces, Reports)   **Suman Somaraj**
  Continue development
  Update SAR List
  Update Project Plan

Communications   **Nermari Faria / Yogi Misir**
  Feb 10 - Communications mtg with Alex Zyne
  Feb 13 - Meeting w/ Communication Partners
  Feb 18 - Financials update with University Vice Presidents
  Univmail will be sent out today

Training   **Carolina Iglesias**

Testing   **Carolina Iglesias**

Issues Requiring Project Management Attention	Issue #	Lead	Due Date
Crosswalk for Chart of Accounts on WEB			
Nvision Drill			
Revenue Budget Categories for Auxiliary for upload, budget tree and reports			
Decision on attachments functionality		Kyle Morton	ASAP

1. SQL access to PSFSDEV, PSFSPLY and PSFSCFG databases is erratic and extremely restrictive.
By restricting access to these databases, setup data cleanup and conversion activities are seriously affected.
Given that the Financials project has only a small number of core resources available to it and given the complex nature of the data,
it is critical that the proper access be granted and retained.

2. The Application Reviewer must be made available for quick and efficient debugging. This is a delivered PeopleSoft tool
that should be available to all developers during testing and also after go-live.

3. A dedicated resource is required to implement security. I am not able to pursue other critical tasks - debugging setup data,
loading data and running data validation queries in a timely manner because of security cleanup.

4. At present there is no clear functional ownership of interfaces and interface testing. I am concerned that the Cedar
functional resources are having to spend a lot of time and effort pursuing end users for clean conversion data
and are therefore not available for interface & Application Message data testing.

5. Functional resource not available to gather report requirements.

Major Concerns for Executive Attention	Lead	Date Reported

PantherSoft	**Status Report**	
	Project:	**Student Administration Release 8**
	Period	**01/29/04 to 02/05/04**
	Prepared For:	**Jeff Gonzalez**

Overall Status	**Lead**
Admissions:	Alex
Production Support	
Financial Aid:	
Continued 2004-05 Aid Year Setup	FA Team, Beatriz, Paul
Tested development items	Grace
Tested converted data in TST2	Grace, Beatriz, Paul
Tested 2005 business processes in TST2	Paul
Prepared test data for training	Grace, Ivette
Prepared run controls in PRD for TIDAL	Beatriz, Grace
Student Financials:	Joy
Technical Development	Ledys
Spec Writing	Joy, Janet, Cheryl, Ledys
Testing	Joy, Janet, Cheryl
SF/FIN/Housing meeting	Janet, Ledys, Cheryl, Joy
Service Indicators in Production	Janet
AP Refunds in TST	Janet, Joy, Cheryl, Ledys
SF/SR meeting regarding Course/Class Fees	Janet, Joy, Cheryl, Ledys
Testing meeting with Otto	Janet, Joy, Cheryl, Vicki
Sign Off Meetings	Janet, Joy, Cheryl, Ledys
Student Records:	Beverly
SR Interface Meeting	Lynette, Bev
Continue training for CAPS	Lynette, Sonia
SR Go-Live meeting	Bev, Lynette, Jorge, Sonia
FA Go-live meeting	Lynette, Bev
Security Matrix for Scheduling staff	Jorge
Query Training by Bev	Bev, Jorge
Meeting on Class/Course Fees	Lynette, Roberta, Bev, Jorge...and more
SA Status meeting	Lynette, Bev
Presentation by Lynette on Pre-Med tracking use of Student Groups	Lynette, Sonia, Jorge
Presentation by Lynette on grading to Reg. Office staff	Lynette
Presentation by Lynette on grading to G52	Lynette
Meeting and conf. calls on SR consulting support	Lynette
Conversion Support	Bev
More time spent on Acad. Structure (Plans) cleanup	Jorge, Bev, Rob Y.
Pre and Co-requisites	Ovid, Ronald
Conversion:	Carla
Continued error analysis of Mock 2	Rob, Carla
Finalizing changes to academic structure	Rob
Completed degree honors conversion code	Rob
Completed program to reset cumulative stats	Rob
Continued research items	Claudia
Working on extracts of 6 different SDB Segments	Diane Rincon
Continued work on duplicates	Randy
Redesigned structure of file transfer from OX!!!	Pete
Prepared for final mock summary data conversion	Claudia, Pete,Carla
Development:	Jose
Admissions Production Support	
Ongoing FA, SF, SR Development	
Duplicate Rows cleanup	
Law Interface Process	
Development Item SignOffs	
Security:	John
FA Security	
Patches	
Training:	Vicki
Graduate Admissions Support - Ongoing	
2 View Only Class for Grad Directors	

View Only Class for Pine Center
ISIRS Training Class
Completed Fundamental classes for schedulers and keyers
Conducted Transfer Credit set-up Subject table class
Training Classes Setup following TRN/TRN2 data base refresh
    Standards Committee Vote for Mailing Address Change to Self Service

Testing: Otto
SF Testing Review   Otto
Grad Web App   Otto
Lab Set Up   Otto
On Going FA Testing   Otto

Infrastructure/DBA   Manny
Continue working on Financials Environment
SA Production Support
Continue App Messaging Setup
Development Supports

Key Accomplishments and Deliverables for Next Period (2/05 - 2/11)   Lead

	Lead
Admissions:	
Prod Support	
Financial Aid:	Paul
Test go live processes in STG	FA Team, Paul
Test Bundle 2	FA Team, Paul
Continue development item testing	FA Team, Paul
Student Financials:	Joy
Development	Ledys
Development Testing	Joy, Janet
System/User Testing	Janet, Joy, Cheryl
Student Records:	Beverly
Continued clean-up of plan setup	Bev, Jorge
Continue training for CAPS	Lynette, Sonia
Transition to Mark Myhre	Bev, Lynette
SR Conversion support	Bev
Building and testing pre/co-requisites	Ovid,Lynette, Ronald
Conversion:	Carla
Run final mock on Friday, Feb 7	Carla
Continue prep for go-live	Claudia, Pete, Carla
More of the same....	conversion team
Start stats capture program (when finished with extracts)	Diane Rincon
Development:	Jose
Production Support	
Ongoing Development	
Ongoing SignOffs	
Security Dev:	John
Prod Support	
Training:	Vicki
Grad Committee Workbook	
Review Grad Business Processes	
FA Inquiry Classes (2)	
ISIRs Class (1)	
Third Party Staff Workbook	
SA Fundamentals Class for legacy staff - 2/9	
Testing:	
SR Testing Plan Review	Otto
Grad Web App Review	Otto
FA Go-Live Testing	Otto
Infrastructure/DBA	Manny
Continue working on Financials Environment	
SA Production Support	
Continue App Messaging Setup	
Development Supports	

Issues Requiring Project Management Attention	Issue #	Lead	Due Date
None			

Major Concerns for Executive Attention	Lead	Date Reported
None		

Current Activity Status

Activity	Planned Start Date	Planned End Date	Actual % Complete	Overall Status
PeopleSoft AD Implementation	**5/1/2002**	**9/19/2003**	**99%**	In Progress
Preparation for Application Design Sessions (BPWs)	5/6/2002	5/7/2002	100%	Complete
Conduct Application Design Sessions (BPWs)	5/1/2002	6/3/2002	100%	Complete
Preparation for Business Process Redesign Sessions (BPRs)	7/22/2002	8/5/2002	100%	Complete
Conduct AD Business Process Redesign Sessions (BPRs)	5/6/2002	1/31/2003	100%	Complete
Design/Build Phase	5/6/2002	3/14/2003	99%	In Progress
Transition Phase	11/12/2002	9/17/2003	100%	Complete
Deployment Phase	8/1/2003	9/19/2003	100%	Complete
PeopleSoft FA Implementation	**5/6/2002**	**9/10/2004**	**86%**	In Progress
Preparation for Application Design Sessions (BPW)	5/6/2002	5/10/2002	100%	Complete
Conduct Application Design Sessions (BPW)	5/6/2002	7/11/2002	100%	Complete
Preparation for Business Process Redesign Sessions (BPR)	8/12/2002	8/15/2002	100%	Complete
Conduct FA Business Process Redesign Sessions (BPR)	8/19/2002	1/28/2003	100%	Complete
Design/Build Phase	5/6/2002	12/1/2003	91%	In Progress
Transition Phase	1/6/2003	6/30/2004	77%	In Progress
Deployment Phase	2/23/2004	9/10/2004	0%	Not Started
PeopleSoft SF Implementation	**5/6/2002**	**8/25/2004**	**58%**	In Progress
Preparation for Application Design Sessions (BPW)	5/6/2002	5/7/2002	100%	Complete
Conduct Application Design Sessions (BPW)	5/6/2002	3/7/2003	93%	In Progress
Preparation for Business Process Redesign Sessions (BPR)	8/19/2002	8/21/2002	100%	Complete
Conduct SF Business Process Redesign Sessions (BPR)	8/26/2002	3/5/2003	99%	In Progress
Design/Build Phase	8/26/2002	3/28/2003	58%	In Progress
Transition Phase	5/6/2002	6/14/2004	9%	In Progress
Deployment Phase	6/28/2004	8/25/2004	0%	Not Started
PeopleSoft SR Implementation	**5/6/2002**	**1/14/2005**	**14%**	In Progress
Academic Structure	5/6/2002	4/22/2003	90%	In Progress
Prepare for BPW/BPR Sessions	5/6/2002	5/7/2002	100%	Complete
Conduct SR Application Design/Business Process Sessions (BPWs/BPRs)	5/6/2002	6/19/2003	78%	In Progress
Design/Build Phase	5/6/2002	12/31/2003	10%	In Progress
Transition Phase	5/6/2002	6/4/2004	51%	In Progress
Deployment Phase	5/6/2002	1/14/2005	0%	Not Started
Administrative Tasks	5/6/2002	6/27/2003	32%	In Progress
PeopleSoft Conversion	**10/29/2002**	**1/5/2004**		In Progress
Admissions / Bio/Demo / Course Catalog/SOC - July, 2003	11/11/2002	7/10/2003	96%	In Progress
Student Records (inactive students) - December, 2003. The majority of the	1/6/2003	1/5/2004	54%	In Progress
Financial Aid - March, 2004	3/4/2003	10/1/2003	72%	In Progress
Student Records (active students) - June, 2004	6/10/2003	9/1/2003	0%	Not Started
Student Financials - July, 2004	6/30/2003	10/20/2003	0%	Not Started
Student Records (Summer 2004 new students, enrollments) - August, 2004	10/29/2002	8/19/2003	0%	Not Started
FIU PeopleSoft Infrastructure Plan (SA)	**8/30/2002**	**9/5/2003**	**100%**	Complete
Setup on-site (delivered) Hardware	9/16/2002	9/27/2002	100%	Complete
Build on-site (delivered) systems	9/23/2002	9/30/2002	100%	Complete
Apply Oracle Patch 9.0.1.3	9/16/2002	9/19/2002	100%	Complete
SA 8.0 SP1 Upgrade	9/13/2002	10/9/2002	100%	Complete
Apply Update and Fixes to SA	10/7/2002	9/5/2003	100%	Complete
Implement Allfusion cc Harvest tool	8/30/2002	10/24/2002	100%	Complete
Build PeopleSoft Systems	12/2/2002	5/7/2003	100%	Complete

FLORIDA INTERNATIONAL UNIVERSITY
BOARD OF TRUSTEES'
ACADEMIC POLICY AND STUDENT AFFAIRS

16 February 2004

SUBJECT: ITEMS 4-8

PROPOSED COMMITTEE ACTION

Discussion items as listed below.
No Committee action required.

ITEMS:

4. HCET UPDATE AND REPORT   PROVOST ROSENBERG

5. HEALTH & MEDICAL EDUCATION   PROVOST ROSENBERG
   INITIATIVE UPDATE

6. COLLECTIVE BARGAINING UPDATE   CRISTINA MENDOZA

7. STUDENT AFFAIRS REPORT   SVP TELLES-IRVIN

8. ACADEMIC AFFAIRS REPORT   PROVOST ROSENBERG

SUPPORTING DOCUMENTATION INCLUDED: • None