K-State Leadership Check In

April 12, 2016

Technical Implementation
Status 🟢
Updates or Concerns • none

Meeting Notes	
Agenda Topics SSC Campus • Engagement Teams Update • Application Administrator • Confirm Kickoff Onsite Agenda + Logistics • Timeline • Upcoming Webinar • Make Upcoming Calls 60 Minutes Long • Technical Update SSC Foundation • Utilization Report	**Next Steps** • Begin to Build Engagement Teams • Register for Webinar • Continue to Work on Success Markers

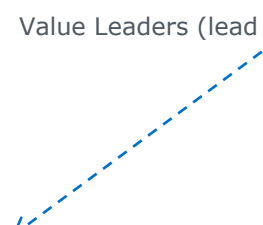| **Upcoming** |
| --- |
| **Project Milestones**
Kickoff Onsite
Building SSC Campus |
| **Upcoming Webinar**
Supporting Student Conversations with SSC
Strategies and Scripting to Promote Desired Actions
April 19, 2016, 1:00 p.m.-2:00 p.m. EST
Using SSC to determine when a student needs help is only the beginning. During this webinar our experts will share research, example strategies, in-person scripting, and email templates that advisors in the Collaborative have found to be highly effective in promoting desired student actions.

To Register: https://www.eab.com/Technology/Student-Success-Collaborative/Members/Events/Webconferences/2016/Supporting-Student-Conversations-with-SSC |
| **Next Leadership Team Meeting**
May 24: 9am CT |

Key Stakeholders to Engage in Successful Launch

Program Sponsor
Program Owner
Tech Leader

Value Leaders (lead Engagement Teams)

Engagement Teams

Workflow Development	Training & Development	Success Marker Development	Campaign Coordination
Represent various stakeholders to influence key functionality, configurations, and identify duplication	*Early engagement and ongoing participation in technology training and development activities*	*Coordination and collection of success marker submission milestones*	*Alignment and coordination of various proactive outreach activities across campus*
Faculty Advisors, Advising Leads, Tutoring and Academic Support Leadership; Application Administrator	Advising and Tutoring Representatives, Technology Trainers, Faculty Development Chair, Advising Coordinators	Faculty Chair, Curriculum Liaisons and Representatives	Advising Leadership, Tutoring Leadership

Goals and Objectives

Members

Planning Toward Our Go Live Date

Milestone	Planned Date	Dependencies
Go-Live		No less than three weeks post training onsite, successful site walkthrough
Production Site Walkthrough		Files loaded and automated, users loaded with SSO, configuration complete
Configurations & Permissions Final in Production Site		Production Site available; Athletics
Training Onsite		Successful site walkthrough, users activated
Training Site Walkthrough		Files loaded, site validated
Configurations & Permissions Final in Training Site		Site shell available, Application Administrator in place
Specialist Training		Specialist selected, Specialists complete eLearning Modules
Data Validation & Signoff on Test Site Build		Data complete