

# Base Camp Agenda

## Day One – Wednesday, January 26, 2011

All sessions: Capitol Area Technical College -- Student Activity Center, 3250 North Acadian Thruway East, Baton Rouge, LA 70805

- 8:30 – 9:30**     **Kick-Off and Continental Breakfast – Celebrating our project**
- Meet and greet with President, Board Members, Steering Committee
  - Community engagement with the project
- 9:30 – 10:00**     **Laying the Groundwork - Telling our story**  
*Dr. Joe May, President, LCTCS*
- Our vision, guiding principles and project parameters
  - Reasons for change / change management & value of Digital Campus
  - Delivery for success – true engagement and empowerment
- 10:00 – 10:30**     **Introductions – Sharing who is here and our purpose**  
*Eric Setz, Vice President of Enterprise Services and Information Technologies, LCTCS*  
*Paul Setze, Central Region Vice President, SunGard Higher Education*  
*Maurice Steward, Project Director, SunGard Higher Education*
- Remarks by Paul Setze
  - Team Introductions
  - Base Camp Goals & Objectives
- 10:30 – 11:30**     **Where we stand today – Celebrating work to date and where it leads us**  
*Mark Hoye, SunGard Higher Education*  
*Greg Speyrer, Director of Information Technologies, LCTCS*  
*Shannon Sedberry, Director of Fiscal Affairs, LCTCS*  
*Ronnie Rodriguez, Assistant Vice-Chancellor / Controller, DCC*
- Discovery & Planning summary
  - Preparing for change: tactics and strategies for change management
  - Plotting the course for Planning & Implementation (high level timeline)
  - Positioning ourselves for success
  - Governance structure, other project decisions in place (high level)
- 11:30 – 12:45**     **LUNCH BREAK embedded in session – Lunch provided on-site**
- 1:00 – 2:15**     **Where we stand today (continued)**
- 2:15 – 4:30**     **Team Building Workshop – Coming together for the work ahead**  
*Cyd Hawkins, Integration Architect, SunGard Higher Education*
- Clarify teams role in building the system & role in the overall project
  - Functional teams concepts
  - Engage all client teams: putting decision-making in action (team exercise)
- 15 min.**     **BREAK embedded in session**
- 4:30 – 4:45**     **Wrap Up and overview of Days 2 & 3 – Outlining our work this week**  
*Maurice Steward, SunGard Higher Education*

# Base Camp Agenda

## Day Two - Thursday, January 27, 2011

All sessions: Capitol Area Technical College -- Student Activity Center, 3250 North Acadian Thruway East, Baton Rouge, LA 70805

Continental Breakfast provided prior to meeting

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| <b>8:30 – 9:45 The Digital Campus Terminology &amp; Navigation</b><br>Matt Roberts, Mark Hoye  |
| <i>General overview of the naming conventions, acronyms, and intersection points between all of the purchased SunGard Higher Education products and brief product demo</i>                       |
| <b>10:00 – 11:00 Introduction to Shared Data Practices in the Digital Campus</b><br>Cyd Hawkins, Leslie McLaughlin, Sandra Spraglin  |
| <i>Discussion of the data elements and architecture that makes data available across the system, including information about common concerns about shared data, standardization and security</i> |
| <b>11:15 – 12:30 Introduction to Digital Campus Security &amp; Identity Access Management</b><br>Mike Bennett, Cyd Hawkins   |
| <i>A high-level overview of Banner Enterprise Identity Services architecture and Role Sharing in the Digital Campus.</i>   |

### **12:30 – 2:00 Lunch Break - Lunch provided on-site**

Thursday afternoon sessions are split into **Tracks** where participants can and should rotate to attend sessions across the two theme areas.

| <b>Track 1 –Implementing the Digital Campus Business Processes</b>  | <b>Track 2 – Digital Campus Environment Architecture and Integration</b>  |
|---|---|
| <b>2:00 – 3:15 Outline &amp; Define the Meaning of Digital Campus Foundations</b><br>Steve Buckingham, Finance Consultant<br>Mark Hoye, Enterprise Architect  | <b>2:00 – 3:15 Overview of the Digital Campus Environment</b><br>Mike Bennett, Technical Architect  |
| <i>Overview of the basic, core elements of the initial LCTCS system build. What is needed, what results, and how LCTCS Foundations is used</i>  | <i>Components and configuration of the primary Banner components and Luminis</i>  |
| <b>3:30 – 4:45 What to Expect in Business Process Modeling</b><br>Mark Hoye, Enterprise Architect<br>Steve Buckingham, Finance Consultant<br>Leslie McLaughlin, Student Consultant<br>Matt Roberts, Human Resources Consultant<br>Sandra Spraglin, Financial Aid Consultant   | <b>3:30 – 4:45 Integration Planning</b><br>Cyd Hawkins, Integration Architect   |
| <b>1.Student, Financial Aid, Accts Receivable</b><br><i>Who to involve, how to prepare, issues examined</i><br><b>2.Human Resources</b><br><i>Who to involve, how to prepare, issues examined</i><br><b>3.Finance</b><br><i>BPM completed models; in-system demonstration</i> | <i>An introduction to the Integration Architect's role, the Strategy workshop, the planning service, related Integration services and available Integration technologies in the Digital Campus.</i> |

# Base Camp Agenda

**Day Three – Friday, January 28, 2011**

All sessions: Capitol Area Technical College -- Student Activity Center, 3250 North Acadian Thruway East, Baton Rouge, LA 70805

Continental Breakfast provided prior to meeting

- 8:30 – 9:30 Higher Ground Methodology – A closer look at of approach & timelines**  
*Andy Hollander, Senior Project Manager, SunGard Higher Education*
- Agendas, Schedules, Timing and Flexibility
  - Deliverables and Sign-Off
  - Reporting Success and Project Updates in the Future
- 9:30 – 9:45 BREAK**
- 9:45 – 11:00 Our Approach Moving Forward – Shared expectations and accountability**  
*Eric Setz, Vice President of Enterprise Services and Information Technologies, LCTCS*  
*Mark Hoyer, Enterprise Architect, SunGard Higher Education*
- A closer look at Governance Structure and Operating Principles
  - Meetings best practices
  - Communications plan and practices
  - Project operations – conducting of business on a daily basis
  - Interactive use case scenarios: escalation vs. cascading
  - LCTCS Project SharePoint site and other avenues for collaboration
- 11:00 – 12:00 Next Steps, and Final Q&As – Our immediate term obligations**  
*Mike Bennett, Technical Architect, SunGard Higher Education*  
*Cyd Hawkins, Integration Architect, SunGard Higher Education*  
*Steve Buckingham, Finance Consultant, SunGard Higher Education*
- Business Process Modeling
  - Technology Planning
  - Integration Planning
  - Foundation Builds & Training
  - Final Q & A
- Noon Base Camp Adjourns - Thank you for participating!**