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**MEMORANDUM**

DATE: January 18, 2013

TO: Chief Academic Officers

 Chief Student Affairs Officers

Academic & Student Support Technology Council

FROM: Jon Eichten
Interim Senior System Director for Academic & Student Support Technology

SUBJECT: **ASA FY14 Proposed Technology Projects**

As a follow up to ASA’s ongoing consultation processes to seek your input into the ASA technology workplan, below is outlined a new process by which ASA FY14 Technology Projects will be prioritized. Ideas result directly from your feedback at the meetings noted below or upon consultation and feedback of the Academic and Student Support Technology Council. Given the complexity of balancing input, we appreciate your patience and flexibility in this learning process.

1. **Proposed projects gathered to date:** Follow the link below to the ideas that you have offered to date, either at CAO/CSAO/Deans conference at Ruttgers, the ITS Listening Sessions at Central Lakes College and the St. Cloud Quarry Center, or the Academic and Student Support Technology Council meeting.   If you offered an idea and we did not capture it correctly, please provide corrected language on the **input form below.**  Kindly reference the project number in your update. Further, at the bottom of the worksheet you will see tabs by user groups (e.g. Registrars, D2L) that have listed their proposed ideas for FY14.

[**http://asanewsletter.files.wordpress.com/2013/01/fy-14-technology-project-ideas4.xlsx**](http://asanewsletter.files.wordpress.com/2013/01/fy-14-technology-project-ideas4.xlsx) **(list of the ideas)**

1. **Web-based form to input proposed projects:** If you don’t see your project idea on the list, send it in by completing the form at the link below.

[**https://www.research.net/s/ProposalsFY14TechnologyWorkplan**](https://www.research.net/s/ProposalsFY14TechnologyWorkplan)
**(use this form to submit your ideas)**

1. **Facilitate communications:** It is understood that there are user groups that have input to this process e.g. Financial Aid Directors, Registrars, Admissions Officers and others. While such individuals will have input through their respective user groups, we encourage you to speak with staff to encourage project ideas and to begin to sort out local priorities.

**Timelines:** You may begin inputting proposed projects immediately.  The timelines are below.

* February 15, 2013:  deadline for proposed FY14 projects.
* March 1-15, 2013:    Chief Academic and Student Affairs Officers will be asked to identify their **Top 10** priorities.
* April 2013:  Vice Chancellors’ decision on priorities.
* May 2013:  ASA conference — large session to debrief process, what was approved, what was not and why.

c: Douglas Knowlton

 ASA Leadership

 Jaime Nordstrom, ITS