
Instructional Scheduling Assistant (ISA)

May 23, 2017

HOMWORK!

- Go for coffee with a colleague & introduce ISA
 - Write an email to a colleague introducing ISA
 - Speak to your MSO about the ISA
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New DAD web site

- On Academic Affairs web site:

<http://academicaffairs.ucsd.edu/resource-admin/dad/index.html>

The screenshot displays the Academic Affairs website interface. At the top, there is a blue header with "ACADEMIC AFFAIRS" on the left and the "UC San Diego" logo on the right. Below the header is a navigation menu with links for "Office of the EVC", "Academic Personnel Services", "Resource Administration", "Staff Human Resources", "Undergraduate Education", and "Staff". A search icon is also present. Below the navigation menu, the breadcrumb trail reads "HOME / Resource Administration / DAD / ISA / Instructional Scheduling Assistant ISA".

The main content area is divided into two columns. The left column contains a vertical menu with the following items: "Distributed App Development", "D-OSD", "Capped Majors", "ISA" (highlighted in orange), "Timeline", "Involvement", and "MPI".

The right column is titled "ISA Timeline" and contains the following sections:

- PHASE 1**
- PHASE 2**
- Features**
- Instructor Preferences (days/times/locations, etc)
- Ranking of Instructor Preferences
- Standardized format for submission to Registrar
- Basic recording of Instructor Agreement to teach class (out of scope but planned)*
- Planned release to Beta users: May 2017**
- PHASE 3**

Demo of Instructor Preferences Wireframe

- Katie Lee Frehafer
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Questions:

Instructor Preferences

- For co-taught classes, do you have both instructors fill out preferences?
 - Do you need a deadline in the interface? (Does it need to be enforceable?)
 - BONUS: How do the schedulers prefer to receive completed instructor preferences?
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Questions:

General

- Do you use “final numbers” v. 3rd week numbers
 - Do you need to create custom language in the "Important Notes" section - in the first version?
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Next Meetings

June 20, 1:30-2:30

July - TBD

THANK YOU!

Phase 1: Completed IMS Features

- Single Sign On
 - Unit affiliation through EVCAA roles system
 - Ability to switch unit
 - Dashboard
 - List of Courses
 - List of Classes
 - List of Instructors
 - Section Editor
 - Annual Schedule Builder
 - Temporary instructor records
 - Ability to merge temp instructor records with PPS
 - Changelog Wiki
 - Feedback email for bug tracking
 - Basic event logging for db changes
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Phase 2: Current Work on IMS

- Features:
 - Instructor Preferences (days/times/locations, etc)
 - Ranking of Instructor Preferences
 - Standardized format for submission to Registrar
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Phase 3: Upcoming Features

- Features that will be included in upcoming phases:
 - Course Projections at an annual level
 - Quarterly Build
 - Choosing time slots
 - Choosing location
 - Resolution of interdepartmental instructor conflicts
 - API Updates: ISIS/Library
 - Bonus feature (Out of Scope, but planned):
 - Basic class offering approval by Summer Session staff
 - Planned release to all campus users: Fall 2017
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IMS Champions

- IMSChampions are helping to promote IMSto their peers and train their colleagues

 - Who are the IMSChampions?
 - Elisa Suter, Psychology
 - Kate Edwards, Visual Arts
 - Dawn Blessman, Division of Biological Sciences
 - Jessica Pham, Rady School of Management
 - Anju Shimura, Rady School of Management
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