Unified Messaging
Adjunct Faculty

College Rollout Presentation
Week of 5/7/12
Agenda

• Define Project Goals and Milestones
• Key Stakeholder Impact
• Project Roles
• Assign College Staff to Project Roles
• Project Burn List
• UM Demonstration
• Next Steps
Define Project Goals

• Migrate the Adjunct Faculty Voicemail Users Dialing Plan to Microsoft Unified Messaging.
  – Phase 1: Summer Adjunct Faculty
• Microsoft Unified Messaging has been successfully installed at:
  – District Office
  – SCC West Sacramento Center
  – SCC Davis Center
  – Folsom Lake College – El Dorado Center
Key Stakeholder Impact

- Adjunct Faculty
  - Access
  - User Options
- Students
  - will dial a different main phone number to leave a voicemail for Adjunct Faculty
- College Administration
  - will dial a different main phone number to leave a voicemail for Adjunct Family
Key Milestones

- 5/4/12 - Project Plan finalized by DO team
- 5/4/12 – College IT Deans communication
- 5/11/12 - College visit by DO to each College
- 5/18/12 – College Sponsor will
  – Identify College Functional and Technical Leads
  – Perform Targeted Communication to Adjunct Faculty
- 6/1/12 – All Summer adjunct migrated to UM
- 6/25/12 – All Adjunct migrated to UM
- Fall 2012 Semester – All Adjunct using UM
Adjunct Faculty Impact

• Adjunct Faculty will dial a new telephone access # to play and hear
  – 916-286-3692
  – (currently dial 916-568-3100)

• Update Syllabus

• A **new feature**, Adjunct Faculty can read and listen to their voice messages via Los Rios e-mail, smartphone or telephone
  – Email can be accessed via the web, desktop or smart device through information contained:
    • [https://ex.losrios.edu](https://ex.losrios.edu)
Students, Colleagues, Administration and others

• Leave a message for Adjunct Faculty
  – Dial 916-286-3691
Project Roles

- DO and College Project Sponsor
- Project Manager
- DO and College Technical Team
- DO and College Functional Team
DO and College Sponsor

• Project Champion
• Shared Responsibility for project success
• Communication to Adjunct Faculty, associated students and colleagues
• DO Project Sponsor
  – Associate Vice Chancellor - Mick Holsclaw.
• College Sponsors
  – determined during 5/7/12 college visits
Project Manager

• Overall responsibility for the execution of the project.
  – Manages day to day resources,
  – Provides project guidance
  – Monitors and reports on projects metrics in Sharepoint

• Project Manager
  – DO Director of Technical Services, Brigette Bucke.
Technical Team

• The Technical Team is responsible for the technical aspects of the project.
  – DO Technical Lead
  – DO Technical Team
  – College Technical Liaison
Functional Team

• Ensure that Key Stakeholder concerns, requirements and interactions with the project are addressed.

• Functional Team
  – DO Functional Lead
  – College Functional Liaison
The Functional Lead is responsible for:
- User Feature Scope Management
- Ensuring College Functional and Technical Liaisons have the support they need
- Aid the Technical Team with issue prioritization
- DO Functional Team Lead is John Parker, Jr.

The College Technical Liaison responsible for coordination and communication to College Stakeholders:
- College Functional Liaisons will be determined the week of May 7, 2012
DO and College Technical Team

• **DO Technical Team**
  - Responsible for all technical designs, overseeing the implementation of the designs and developing as-build documentation.
  - DO Lead: Mark Williams.
  - DO Technical Team:
    - Vitaliy Taryanek and James Rafael.

• **College Technical Liaison**
  - will be responsible for any College-specific technical implementation.
  - College Technical Team Liaisons will be determined the week of May 7, 2012.
Unified Message Demo

- John will perform the demo