

# CORE SYSTEMS REQUEST GUIDELINES

The table below outlines several key guidelines that must be met when considering new requests impacting the Knight Vision Program activities. Core Systems = PeopleSoft, Ancillary Systems, and/or Knight Vision Program

Production Freeze Definition	Decision	Criteria	Examples
 <p>The process in which the rules for making changes to the source code or related resources become more strict.</p> <p>The following criteria will be used to evaluate if a new PeopleSoft request will be approved, deferred or declined.</p>	 Approve	<ul style="list-style-type: none"> <li>Legislative or regulatory mandate</li> <li>University wide-initiative</li> <li>Critical audit finding</li> <li>Critical production issue</li> <li>Current contractual obligations</li> </ul>	<p>President's Reorganization</p> <p>Reports required by BOT</p>
	 Deferred	<p>Any initiative that:</p> <ul style="list-style-type: none"> <li>Needs to be redone in new Cloud ERP</li> <li>Planned as part of the new Cloud ERP functionality</li> <li>Requires resources assigned to the ERP implementation</li> </ul>	<p>New, upgraded, or replacement software integration with PeopleSoft</p>
	 Decline	<ul style="list-style-type: none"> <li>Department efficiency/process improvement</li> <li>May be included in a future PeopleSoft enhancement</li> <li>System/code will impact in-progress code changes</li> <li>Limited resources/time</li> <li>Vendor support requirements</li> </ul>	<p>Create new project intake form in PeopleSoft</p>

***Requests for student module changes will be considered on a case by case basis and will depend on university impact, resource availability and other project priorities.***