ConnectND Campus Advisory Committee
Meeting Minutes
Thursday, May 26, 2011

Meeting Participants: Mark Lowe, DSU, Jim Borkowski, DCB, Joann Kitchens, LRSC, Jonelle Watson, MiSU, Viet Doan, NDSU, Debbie Melbye, UND, Marcia Pritchert, VCSU, Jan Solem, WSC. ConnectND – Mick Pytlik, Teri Thorson, Rick Anderson.

I. ConnectND Executive Directors Report.
   A. Data Warehouse - A group has been meeting discussing the definitions. Next meeting will be June 1st to wrap up this phase of the data dictionary definitions. ConnectND has been working with Oracle on fine tuning of delivered reports.
   B. Active Directory – Changes to extract are pretty well finalized. Campuses will have more data in the directory to utilize. The query environment has been active directory accessible and June 30th will be the cut-off date for using the old user ID and password for accessing the query environment. After that date, only the active directory password will work.
   C. Help Desk – We are now six weeks into the new Help Desk service utilizing SunGard. There are a few bugs to work out; however there is improvement each week. SunGard is more in tune with how things work in North Dakota. They are now doing some automatic routing of help tickets. SunGard is beginning to ramp up staffing before the fall rush. ConnectND is provided regular reports regarding tickets and response time. A question was asked if anyone is reviewing the survey results provided with each ticket that has been submitted. John and SunGard review each survey response to gauge SunGard’s performance.
   D. BPOS and Live@EDU Email – ConnectND trying to move all students to the live@EDU email system. Currently staff and faculty are using the BPOS email system. Microsoft is looking at merging both systems into one system. Unsure when that may occur. Question was asked, “which email will be the preferred with collaborative students”? The Live@EDU email system will not resolve this issue. The preferred email system is still being discussed to look for resolution options.

II. Reducing Complexity – No update.

III. ND HEUG Conference – Mick is interested in seeing the conference continue in some fashion. Finding volunteers to present and/or organize the conference has been an issue. A small group is being established to look at options. If any CAC representative is interested in serving in this group, contact Marcia.

IV. Institutional Reports – UND asked if SAIP would have any benefits of integrating with ImageNow. SAIP was purchased primarily for integration with LMS systems (Moodle, WebCT, etc...) There may be some benefit with ImageNow, however that is unknown at this time.
V. Directors Reports, Finance – Teri Thorsen – A new budget to actuals reports is currently being tested and should be available for departments very soon. In an effort to improve year-end preparation of the consolidated financial statements, ConnectND staff has made a few small changes to improve the process, next year more will be done to refine the process. Christy has been asked to make a decision by June 8th whether to continue or shelving the travel and expense project until a higher version of PeopleSoft is implemented. Only one school is still involved with the project. Minot State, NDSU, and UND were scheduled to meet on effort reporting, however that meeting was cancelled and rescheduled for June 15th.

VI. Directors Reports, HRMS, Teri Thorsen – ConnectND staff are in the final leg of the 9.1 upgrade. There was a rough start to the project as there were difficulty in getting the environments up and running. Handling garnishments and contract pay are the big changes in the new version. The system will be shut down from June 16th through June 20th for the conversion. Campuses will be asked to run a duplicate payroll, one in the old system and one in the new to make sure they are identical. This is one last step to make sure there are no issues with go-live. Administrative Affairs study review payroll processing efficiencies by routing payroll change forms electronically will be discussed by a group to make recommendations on what may be used. PEPP – PeopleSoft Environment Petitioning Project. Current finance and HRMS data base is so large that an upgrade to the financial isn’t possible until something is done to reduce the size. HRMS and finance may have to run independently to reduce the size of the database. End users shouldn’t see any difference. The shared vendor database and Personal information syncing will have to be looked at for solutions.

VII. Directors Reports, Campus Solutions, Mick Pytlik – People tools 8.51 upgrade will be implemented June 10th – June 12th with both Data Center and ConnectND personnel involved.

VIII. Directors Reports, Data Center, Rich Anderson – Data Center is aware of the work that needs to be done to not disrupt campuses during the upgrade. Some of the work is completed nights and weekends to minimize campus effects. Oracle database upgrade will be coming later this summer. Last weeks unexpected outage is being reviewed to see what the cause was and how it can be prevented in the future. The Data Center looks back at each event like this to refine processes and made improvements to eliminate it from reoccurring in the future.