ConnectND Campus Advisory Committee
Meeting Minutes
November 20, 2008

Participants:
Jeff Jacobs, BSC         Mark Lowe, DSU
Mary Iverson, MaSU      Jonelle Watson, MiSU
Jim Borkowski, MiSU-Bottineau
Mike Renk-NDSCS        Viet Doan, NDSU
Julie Schepp, NDUS System

HECN:
Rich Lehn
Teri Thorsen
Janie Adam
Mick Pytlik
Dorette Kerian

I. ConnectND Executive Director’s Report – Mick Pytlik

- The bulk of the time has been spent providing on-going production support for Campus Solutions, Financials, & HRMS; and working on various problems and on development.
- There still are two developer positions open in addition to the one position that has just recently been hired.
- Planning for the NDUS data warehouse continues. Individuals have met with Oracle to discuss what tools and licenses are still needed and how to wrap everything up. Participation in the statewide longitudinal data system is still on-going.
- The Disaster Recovery Planning project for Campus Solutions is going well and is near completion. A desktop exercise was conducted on November 14th to assess the plan as it now stands.
- Discussions with Hobson’s concerning the implementation of Hobson’s “Connect” (CRM) and “ApplyYourself” (on-line admissions application) continue. Meetings have been held to gather and compile required common information and data. A Common Application Committee (which included representatives from every institution and module) met in late October and reviewed the current application for admission and revised it to identify all informational needs. A report will be coming out with the results of that Committee. Decisions of that Committee will affect the implementation of “ApplyYourself”. Schools have volunteered to be test sites and communication will go out to everyone as to the status of the test sites and the implementation plans.

II. Reducing Complexity in Campus Solutions

- Viet Doan reported the complexity issue of recording “W” grades for incoming transfer students was forwarded to the Student Records FUG group but he has not heard of any update. This issue needs to be discussed especially amongst the NAIA schools and a decision made. Mary Iverson stated the FUG group has not discussed the matter yet but there is a ND Registrar meeting on December 3rd and she will ask if the item can be placed on the agenda.
- The second complexity issue dealt with the storing of both an institutional and a cumulative GPA in PS. Viet reported there appears to be a place in 9.0 to store multiple GPA’s. Mary Iverson stated at a recent Registrar FUG meeting to prioritize the current DR’s, this item was discussed and was put on the priority list for Roy to investigate the possibility and the cost involved.
- Jeff reported on the third complexity issue: the Financial Aid FUG group has decided to use the delivered Satisfactory Academic Progress product of 9.0. The first time it will be used will be at the end of the current fall 2008 term. A report on the success of the product will be given after the term.

III. Institutional Reports:

- BSC: Jeff stated Karla Stewart is chairing the ND HEUG Conference Committee. There are representatives from each campus and module on the Committee. The Conference will be held March 16th & 17th in Fargo on the NDSU campus.
IV. **Director’s Report-Finance – Mick Pytlik:**
   - Status Reports were sent out.
   - Vendor issues and cleanup with the state as far as duplicate vendors continues.
   - Site visits at the three grants campuses were conducted again.
   - The Statement of Cash Flows (which is new in 9.0) is getting configured and needs to be rolled out. This will be very useful for the schools in helping prepare their financial statements.

VII. **Director’s Report-HRMS—Teri Thorsen:**
   - The implementation of “eApps” continues. This is a self service to employees. Next week “eBenefits” will be finished and then rolled out.
   - The commitment accounting project continues, with development identified to address some issues. This includes a meeting with campus constituents who want to use the project.
   - Teri reported the complexity issue that she was asked to look at concerning personal data and bio demo data is very complex. For instance, between the three systems there are 9 different name types, 15 different address types, 21 phone types, 5 email, in addition to the SSN, gender, DOB, military status, ethnic, etc…. They are talking internally about the timing of this issue and the fact that some of the tech support personnel required are currently tied up with other issues.

VIII. **Director’s Report-Campus Solutions—Rich Lehn:**
   - Bundle 10 Tax upgrade (includes People Tools) is progressing nicely and is moving to the Stage environment on Monday and Test environment shortly after. Housing is moving to Stage and the Facilities upgrade is also moving to Stage.
   - On December 14th the Data Center will be shut down. The main circuit breaker will be down from 5:30 AM to Noon on that day. A message will be sent out to everyone when it gets a little closer to the day. There is a place to show announcements like this on the Student Portal but it is unknown if it can be utilized yet.
   - The Student Financials User Group met yesterday. They have decided to use “Payment Plan” (Bills Payment Suite), a PeopleSoft functionality, instead of TouchNet. BSC & NDSU are currently using it and implementation of the other schools will be next.

IX. **Director’s Report-Application Systems Development - Janie Adam:**
   - Nothing to add that hasn’t already been reported.

X. **Director’s Report-SA Data Center – Dorette Kerian:**
   - Staff members have been heavily involved in finalizing the disaster recovery plan.
   - There are (or will be soon) a total of three data center positions open. One DBA position was not filled previously and has been reopened, the second is from a DBA retiring, and the third is a server admin position caused by a person moving out of the area.

XI. **Other**

XII. **Next meeting date – January 22, 2009**

Respectfully submitted,
Mary Iverson
Mayville State University