I. ConnectND Executive Director’s Report – Mick Pytlik

The Data Warehouse implementation was completed the last week of June. CND staff is validating reports and data. Developers from HR and Campus Solutions are being trained on the OBIEE tool (A reporting tool on top of Data Warehouse) and will return to train ConnectND development staff.

Talks are underway with consulting companies to train business analysts in HR and Campus Solutions on IBIEE.

For the Data Elements Dictionaries, information was sent to the HRMS user groups last week. They have established a series of meetings to discuss and come to common definitions of data elements. Preliminary dictionaries should be out in the next couple of weeks.

All pieces are in place for the Active Directory. BSC is the pilot institution with production scheduled for next week. Mick was not certain of the schedule for other campuses at this time. All campuses have participants in governance and planning meetings. Original plan was to convert all PeopleSoft user ID #’s prior to the start of the fall semester; however to minimize disruption at the start of the semester, that will now occur later in the fall. No specific date has been set for complete implementation.

II. Reducing Complexity: Governance – Peggy Lucke

Peggy, Mick, Jennifer and Viet met July 14th. No report to share at this time; however some governance recommendations will be addressed later in this agenda.
III. Other

- **ND HEUG Conference – Joann Kitchens, Mick Pytlik**
  More volunteers needed. A 2010 HEUG conference is unrealistic at this time. Options brought to the table include: 1. Individual user groups coming together when needs arise (HEUG conference is not timely) 2. Potential to expand the ND HEUG Conference to include other systems identified as PeopleSoft Oracle Users at some point in the future, and 3. Respond to email from University of Wisconsin-Whitewater to participate in their HEUG Conference in early October.

Mick shared that North Dakota is well represented nationally with Oracle and the HEUG Product Advisory Groups with Dennis Junk on the Financial Aid PAG, Teri Thoreson on the HR PAG, Mick on Procure to Pay PAG, and Pam Hurdelbrink on the Grants PAG.

- **New Withdraw error message – Jeff Jacobs**
  There is a concern by campuses the current error message students receive when they attempt to drop all of their courses for a term is not sufficient enough. Could the message be included on each drop attempted? Pam Braaten shared a short term solution. This fall MaSU will run a query created by Ray Pospisil, Assistant Registrar at UND. The query identifies students who have made an attempt to drop all of their classes. UND runs the report the first two weeks of the term and an email is generated to those students. Pam Braaten will provide more information to the CAC membership. Randall Thursby, NDUS CIO, joined in on the discussion, voicing concern the student driven ConnectND process currently used does not allow students to withdraw completely themselves. The Higher Education Committee and State Board are looking for a more seamless process to remove these barriers for students. Various campuses provided valid reasons (financial aid, lap top return, mailroom keys, room/board) why the current withdrawal process exists. Jeff Jacobs indicated a concern with complete withdrawals and the return of Title IV funds based on withdrawal policies. Some campuses use the 50% model and others use the last date of attendance. Federal financial aid guidelines must be maintained. User groups would need to come together to identify ways to change these processes.

- **CAC Membership and User Groups – Mick Pytlik**
  At this time Mick is proposing not to modify the CAC membership. A motion was put forth by Peggy Lucke, second by Jeff Jacobs, for the Campus Solutions User Group Chairs to serve as an Advisory Committee and meet regularly at the call of the Campus Solutions Director (Jennifer Kuntz) to discuss Campus Solutions priorities and strategies. Motion carried.

Randall Thursby, Rosi Kloberdanz, and Mick will begin making campus visits next week. The purpose of the visits is to listen to campuses’ questions and concerns about the services provided by SITS.

IV. Institutional Reports/Announcements:

No reports.
V. **Director’s Report – Mick Pytlik for Teri Thorsen, Financials and HRMS**

**Financial Systems:** Mick reported for Teri who was on vacation. With effort reporting, staff are keeping what we have functioning with additional fixes while researching new solutions for effort. Legal staff is working with vendors on confidentiality agreements. CND is involving grant users in the discussion. Implementation of the travel/expense module is continuing. Loading Federal GSA rates which are a list of per diems is being explored. Vendor maintenance meetings are taking place with the state and higher ed. All campuses are moving towards use of the JP Morgan credit cards. OMB Reporting Database provides methods to search payment to vendors. Work is continuing. Discussions are taking place on purging and archiving and retention of records. We need to get rid of some data to reduce the size of some tables. Statewide retention policies must be reviewed.

**HRMS:** Purging of records is not quite as critical on the HRMS side though discussions are taking place. The current HCM is 8.9 with an upgrade to 9.1 coming up. Work continues on setting up and using Recruiting Solutions with SITS.

VI. **Director’s Report – Mick Pytlik for Jennifer Kunz, Campus Solutions**
Mick reported for Jennifer who had another meeting to attend. There is a development freeze (not reports or changes will be introduced to the system) from August 17-31 to ensure a smooth semester start-up. Mick was asked about the bio-demo workgroup. This will be a topic at a meeting August 5th between Randall, Mick, and others at the state level.

VII. **Other**
Rick Anderson from the Data Center was on the call and invited to report. No report.

VIII. **Next Meeting – August 26, 2010, Jim Borkowski, recorder.**

Respectfully submitted,

Pam Braaten, MaSU