

**Campus Solutions**  
**Campus Community FUG Minutes**  
**Thursday, August 14, 2008**  
**10:00 a.m.**

**Participants:** Karla Gabriel (Adm & Rec); Lacey Madison (Adm & Rec); Mona Brewer (SR ); Rhonda Kitsch (SR); Rohit Kulkarni (FA); Laurie Weber (FA); LaDonna Malachowski (SF); Allison Peyton (FIN); Mary Bergstrom (CS); Sheri Gilbertson (CS) and Julie Schepp (BOHE)

**ND Military Residency** – Rohit volunteered to coordinate a group of individuals to get together to discuss reporting implications. Representatives from the Admissions and Student Records modules, as well as NDUS representatives, were encouraged to be included. Rhonda and Lacey agreed to assist.

**Security roles** – Rhonda has not had an opportunity to follow up on the security roles but is willing to continue and report at a later date.

**Collaborative processing** – Rhonda did not have an opportunity to forward information to MiSU so the information could be shared with the collaborative contacts. LaDonna was asked to forward minutes from the last meeting to Jolina at MiSU.

**Development Request updates**

- **Student Photos** – A request was sent to each campus to gather information on what software each campus uses as well as how they store the information. Sheri will look at this to see what will need to be developed. Mary has not heard from all campuses. Members of our group volunteered to make contacts on their campus and encourage submission of information. Sheri will look at this information to see what will need to be developed.
- **Online application** – Admissions/Recruiting Module is working on two development requests for reporting purposes – One regarding the race/ethnicity and the other regards criminal background check. One question was should the criminal history be secured by institution or could this information be shared? Other groups discussed this and the issue is probably going to be reviewed with the assistance of Pat Seaworth to discuss legality concerns. No further action was recommended at this time for this group.
- **Middle Name** – If there are other pages that you want middle name added to, submit a remedy ticket with the appropriate bread crumbs. The academic record is created very differently so it is not possible to add the middle name without a modification – Student Records group is discussing this possibility.
- **Search Match results** – It was reported that the order was not changed, but information is available on one page now. Item was brought forward from the admissions/recruitment group regarding last name and DOB. Additional information will be submitted and issue will be reviewed.

**Citizenship Status Changes**

- Request was submitted to add citizenship statuses of 1-Native and N-Not Indicated to the remaining country codes that have no citizenship statuses associated. Also, request to remove U-Unknown status from the 25 remaining countries that have it (they all have N-Not Indicated available). This would leave only USA with a valid U-Unknown code. Impact of removing U code from these countries at UND would be the need for them to change 80 student records for student term activated for 0910 (from U to N). On the other hand, removing the

U code from USA would affect 14,000 0910 records, since U was the default conversion code used, so removal from USA would not be advisable.

**Decision** – The five basic citizenship statuses will be added to the countries without current statuses, but the request to remove the U will not be recommended at this time.

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**Departmental email trigger**

**PeopleSoft 9.0 CommGen and 3C functionality allows a department to trigger an email when a certain event occurs.**

Question was asked if this is delivered in 9.0 and if sending out emails is possible? Confirmed that it was possible, but there hasn't been the time to explore that capability. The goal is that everyone will get caught up regarding upgrade issues and new delivered functions can be explored. PS does provide a trigger that an email can be sent by the faculty member to the students.

**HR Import into PS/O 9.0**

In 8.0, HR sent a file of new hires. An interface was developed by Sheri and information was transferred into Campus Solutions. That allows campuses to have access to new employees without creating a new record. This process saved a lot of time for campuses. Moving forward to this process again and Sheri has given information to Mary to proof – Mary will be doing that hopefully by the end of next week. For now, bio demo record will need to be added using the EMPLID provided by HR in Campus Solutions. Request was made to have an error report generated for anyone that does have a SSN in the system (and that SSN not be updated). Records office can work to resolve the discrepancy. The SSN load for 999-99-9999 number is fine, but a report indicating the ones that have been updated would be helpful. Question regarding why primary name needs to be updated, since we do not use it on the SR side. Is it possible to get a report from the HE feed and then Records offices could contact the student regarding the name change. Perhaps further understanding of why HR wants this done would be helpful.

**Other**

Mary received an email indicating that Student Health personnel are not able to make changes to checklists due to security permission. It was proposed that we add 3C permission role to Student Health Role so adjustments can be made when information is received. The consensus is to allow this change.

Mary also was questioned as to whose responsibility it was to disseminate the information from our meetings to the different groups. We are responsible to relay the information back to the modules that we represent. Mary also volunteered to send our minutes out to the other listserv since Campus Community represents all modules.

**Upcoming meetings:** We are going to schedule regular meetings on the second Wednesday of every month. However, in September, the third Wednesday (September 17<sup>th</sup>) was suggested because of start of the fall semester and other commitments. Beginning in October, the meetings will be held on the second Wednesday of the month. The meetings will be scheduled from 1:00 – 2:30 pm (Central).

Submitted by: Karla Gabriel