

Campus Solutions
Campus Community FUG Minutes
Wednesday, October 8, 2008
1:00 p.m.

Present:

Admissions & Recruitment - Karla Gabriel (BSC) and Mindy Sigvaldsen and Rita Ann Deichert for Lacey Madison (WSC)

Student Records - Mona Breuer (NDSCS) and Kristi Wold McCormick for Rhonda Kitch (NDSU)

Financial Aid - Rohit Kulkarni (UND) and Laurie Weber (MiSU)

Student Finance - LaDona Malachowski (MiSU)

Financials - Allison Peyton (UND)
Campus Solutions - Mary Bergstrom, Sheri Gilbertson, Gar Narum

Guests - Ray Pospisil

Absent:

Student Finance - Janet Reisenauer (DSU)

Human Resources - Ann McGray (NDSCS)

Board of Higher Education - Julie Schepp

New DR: Going over the agenda items, Karla mentioned that Ray Pospisil was invited to attend this meeting to discuss the details of the DR that he had opened. The DR requested a mod to the class roster and grade roster pages used by the professors to communicate to the students via email.

These processes send an email to the students 'Preferred' email. The student finance area also has these notify buttons but not all are activated at this time.

Ray indicated that the admissions office inputs the student personal email into PeopleSoft and marks it as preferred email. The 'Campus' email field is populated when one is assigned to the student by the campus. The preferred email value is not updated at this time and the PeopleSoft processes end up sending an email to the personal email that was initially entered.

Ray's DR requests the campus email be automatically marked as the 'Preferred email' when it is first assigned to the student. If the student then chooses to change the preference, it will be allowed. When a student transfers to another ND campus the old campus purges the campus email and the when the new campus assigns an email address for the new campus, the preference again will be set back to the 'Campus Email'.

Gar indicated that the PeopleSoft system requires one preferred email be set which could be a non-campus email id and the student has access to update this value. Gar can get these processes to only look at the 'Campus email' field to send out emails. Kristi agreed with Gar. When asked, Gar recommended against creating 11 'Campus emails'. Also, when the student changes the preference, they cannot change it back to 'Campus email'. More research needs to be done and Gar and Ray were asked to attend the next meeting for an update.

HR import into PeopleSoft: No new discussion

ND military residency: Rohit indicated that the sub-group met via a conference call. The sub-group discussed the need to contact outside agencies to make sure that all the reporting requirements are met and the data is accurate. The group also will contact more ND campus and compile all the issues to be addressed together. The group also will take a closer look at the new Chapter 33 benefits to make sure that any data retention and reporting requirements are met. The sub-group will report back to the FUG with updates and recommendations.

ACT/SAT test load processes: Mary indicated that the Admissions FUG met and reviewed the question if the users need to see duplicate records on search match. The CC FUG agreed that the duplicate rows may be deleted.

Updates from the CAC: Mary informed the group that all the DR's were approved. A batch process will be created to upload the Photographs into PeopleSoft from outside systems. A new security role was also approved that will allow users to update certain fields like address and phone numbers

Student Center: Mary indicated that if the student attended multiple institutions then they are able to view their own information from all their campuses on the Student Center page. The campus staff with the security role to access the Student Center page also can view the student data for all the campuses that the student attended. This access does not meet FERPA requirements. Therefore, the Campus Solutions staff is reviewing the modifications required to secure this information by institution. The CAC asked for this review as specific modules would like to access this feature of PeopleSoft. Mary also indicated that this will be a big modification, if approved.

Red Flag Rule: Karla indicated that the new Red Flag Rule goes into effect on November 1, 2008. This new program is designed to prevent ID theft for new and existing accounts. Mary indicated that an audit table may have to be created to track the details of the users who are updating certain fields like Email and Phone and asked the campuses to inform her about the decisions made on individual campuses. Individuals are to report back to Mary Bergstrom as soon as possible if their campuses are beginning to meet on this item and what steps, if any are being implemented at the campus level.

Student Concerns about data privacy and ID theft: Some students have reported concerns and requested campus offices to limit the personal details printed on any correspondence generated through the campus in light of possible identity theft. Most of the processes print the First, Middle and Last names and the students are asking to drop the middle name and print only the first character of the first name. Students at NDSU have also requested limiting the use of names and phone numbers in the directory information. Mary indicated that any recommendation should come from the student records FUG group and then be discussed by the Campus Community group.

Faculty Names: Kristi asked for an update regarding the request by some faculty members to display their Preferred name on the student self services pages. Some students find it hard to identify the faculty when only the faculty legal name is shown. Mary indicated that there is a DR similar to this and will update the group at a future meeting.

Next Meeting: Wednesday, November 12th

Mary E. Bergstrom, Ed.D.
Admissions & Recruitment and Campus Community Functional Analyst ConnectND Project
HECN - North Dakota University System PO Box 9005 Grand Forks, ND 58202
(701) 777-0758