

CND Campus Advisory Committee  
Conference Call  
July 26, 2007 9:00 – 11:00 AM  
Mark Lowe, Peggy Lucke Co-Chairs

**Participants:**

Jeff Jacobs, BSC  
- DSU  
Joann Kitchens - LRSC  
– MaSU  
Jonelle Watson – MiSU  
Jim Borkowski – MiSU-B  
Mike Renk - NDSCS  
Viet Doan – NDSU  
Peggy Lucke –UND  
Marcia Pritchert – VCSU  
Brenda Wigness – WSC  
- NDUS

**HECN:**

Mick Pytlik

1. ND HEUG – Jeff Jacobs reported that the committee was scheduled to have a conference call July 31 and is close to sending out a brochure. Oracle has been asked to have a representative at the session and Mick anticipates they will.
2. ConnectND Executive Directors Report, Mick Pytlik:
  - Two attempts at recruiting for the Finance Director position have been unsuccessful. For now, the job posting has been pulled and Mick and Randall are addressing an interim solution.
  - Mick provided an update on the '10 recommendations' in the status report that was emailed prior to this meeting.
  - Mick asked campuses to report any performance issues as this information is critical to evaluation of the hardware upgrade.
3. Institutional Reports
  - BSC – No report
  - DSU -
  - LRSC – No report
  - MaSU – No report
  - MiSU – No report
  - MiSU-B – No report
  - NDSCS – No report
  - NDSU – Viet reported that after the hardware upgrade, NDSU's financial aid term build ran in 45 minutes, rather than 2 hours. There was discussion regarding the financial aid census date for fall term as three institutions (NDSU, DSU, and BSC) are running on August 29<sup>th</sup>. Peggy reported UND is also running on that date. This process needs to run close to midnight on the

29<sup>th</sup>, so there are questions about system capacity to accommodate multiple institutions. Mick will follow up with Scott for an assessment. There was a question about doing a dry run in Q to test before attempting in production. Jeff indicated Dennis Junk has the campus financial aid term build schedule.

- UND – Peggy reported UND’s records office is working on degree audit for fall term. Peggy also reported she had contacted David Levenseller, Help Desk, with concerns submitted by campus staff about students calling the NDUS Help Desk and being put on hold for 30 minutes. She also let David know that UND offices would be open Saturday, August 18<sup>th</sup>, and there would be students/parents on campus and likely heavier traffic for the Help Desk. In response to Peggy’s question about HECN’s plan for monitoring system performance at the start of school Mick reported there were contracts in place with Oracle (application), Microsoft (database), and MSI (hardware) to have consultants on site during these crucial days.
- VCSU – No report
- WSC – No report
- NDUS -

4. Directors Reports, Finance, Mick Pytlik:

- Finance upgrade is quiet with year end. Pre-upgrade steps – data cleanup, in production as well, are in progress. Campuses may be contacted if questions about the data arise in this process.
- nVision – need to regroup and get back together with Peggy to review the plan.
- Advertised and interviewed for the business analyst position. An offer was made, but the candidate turned down the offer because of salary.

5. Directors Reports, Student Admin, Mick Pytlik for Scott Mahar:

- TouchNet – Phase I implementation is in high gear with campuses working with testing and configuration, with plenty of challenges. Peggy reported the TouchNet Advisory Council is working well as a group with go live August 15<sup>th</sup> – and we will!
- Application upgrade - The demo database was installed this week. Developers are working on compare reports from the Oracle upgrade lab which identify customizations and modifications, which are significant. These need to be evaluated to determine how they will affect the upgrade.
- The all user group IVN session will start the discussion with campuses on how we might do things more alike, recognizing this will involve policy actions. CAC may have a role as an oversight group as these issues are discussed in the user groups and councils. Peggy encouraged CAC members to participate in the IVN session.
- SSN masking – Campuses will be contacted shortly regarding the SSN/DOB masking. See enclosed document from Tricia Campbell with details.
- SAP – The SAP work group identified 7 priority issues; HECN has addressed 3 of these and those fixes are currently being tested.

- Portal Enhancement – Campuses can run a process to place the address update reminder on the student’s checklist. However, removing the item from the checklist would require a modification to the system, so the item would have to be removed from the checklist manually. More information should be coming out in the next week.
  - Ad Astra – Now complete. Portal was not part of the original scope.
  - Appworx - Installed in production with 8.0. Current PeopleTools version only allows one user. PeopleTools version in 9.0 will allow each campus to submit their own processes.
  - Hardware upgrade – Upgrade was completed last weekend with a small number of lingering issues. Mick asked campuses to report any performance issues as this information is critical to evaluation of the hardware upgrade.
  - CRM – Viet reported the CRM vendor demonstrations are scheduled for August 2 and 3 in Valley City.
6. Directors Reports, HRMS, Mick Pytlik for Teri Thorsen:
    - Refer to status report emailed prior to the meeting.
  7. Directors Reports, Applications Systems Development, Mick Pytlik for Nancy Haskins:
    - Refer to status report emailed prior to the meeting.
  8. Directors Reports, Data Center, Mick Pytlik for Dorette Kerian:
    - See enclosed written report regarding Remedy system. Issues with the system revolve around the lack of a coming naming standard. CIO Council is working on a system wide common scheme.
  9. Third Week Enrollment Reporting Work Group, Peggy Lucke:
    - Peggy reported on the discussion taking place with the third week enrollment reporting work group. This is a small group convened by Mike Hillman last January which includes Doug Darling, Gary Rabe, Jan Solem, John Adams, Monte Johnson, and Peggy Lucke. The group has reviewed and discussed Board policies 830.1 and 440 as they relate to enrollment reporting to remove any ambiguity and eliminate inconsistent practices between campuses. (830.1 does not spell out any consequence to the student for non-payment). The Academic Affairs Council has recommended language to modify 440 to make it consistent with 830.1 and the System office is indicating a firm position that campuses need to consistently comply with existing Board policies. HECN is working on a Development Request for an unpaid tuition report to assist campuses in the collection process. Hillman will be convening the work group within the next week.
  10. Critical Issues:
    - On hold.

- Possibility that the issues HECN offers for discussion regarding how campuses might do more things alike will fall into this item.

11. Other:

12. Next meeting:

- August 23, 2007

Respectfully submitted,

Peggy Lucke, Co-Chair and acting secretary

**Items Requiring Follow-up:**

- Scott Mahar's assessment of multiple institutions with same financial aid census date (3/NDSU).
- Mick/Peggy regroup re nVision (4)
- Portal address update information (5).
- Campuses are to report any system performance issues (5).

From previous meetings:

- MaSu's advisor transcript is now accurate, showing both GPA's; queries are recalculating and are not accurate. Scott will follow up. (5/24/07)