

ConnectND Campus Advisory Committee
Meeting Agenda
9:00 am – 11:00 am (Central time)
Thursday, March 27, 2008

Members Present:

BSC	Jeff Jacobs
DSU	Mark Lowe
LRSC	Joann Kitchens
MaSU	Mary Iverson
MiSU	Jonelle Watson
MiSU-B	Jim Borkowski
NDSUS	DeAnn Loll for Mike Renk
NDSU	Viet Doan
UND	Peggy Lucke
VCSU	Marcia Pritchert
WSC	
NDUS	
NDUS CIS	Mick Pytlik, Dorette Kerian, Jennifer Kunz, Janie Adam

- I. ConnectND Executive Director's Report, *Mick Pytlik*
 - CRM – Mick had some discussions with the vendor and Scott Schreiner (UND purchasing) to resolve outstanding questions. The cost would fluctuate with the number of campuses participating.
 - In regards to the implementation: A significant amount of the work would be contracted out to the vendor, but campuses and ConnectND staff would be closely involved with the implementation.
 - i. Main focus is to make sure a lot of data duplication is not occurring. The plan is to install software for each undergrad and grad campus, 15-16 individual applications and a master installation one each for undergrad and grad entities to have a central data location. Looking at a total of 17-18 basic installations.
 - Connect ND has the funding for CRM in its budget, however if costs are more than what is budgeted, discussion will take place with all campuses about possibly spreading out the cost to all campuses.
 - Financials upgrade go-live needed to be pushed back due to the absorption of all the scheduled 'wobble room' and to allow enough time for testing.
 - HRMS continues to work on self service functionality and recruiting
 - i. Working with ITD to figure out HRMS to Finance system interface, no break through yet

- II. Reducing Complexity in Campus Solutions
 - Update on GPA/SAP/Academic Standing, *Viet Doan*
 - Out for past 2 weeks, wife had baby – Congratulations Viet!
 - Will follow up this week

- III. Institutional Reports/Announcement (2 minutes per report)
- Bismarck State College
 - Lake Region State College
 - Mayville State University
 - Minot State University
 - Minot State University - Bottineau
 - North Dakota State College of Science
 - North Dakota State University
 - Valley City State University
 - Williston State College
 - NDUS System Office
 - University of North Dakota
 - A group put together a PowerPoint presentation on Budget Overview that Peggy will e-mail to CAC members to forward to their finance department.
 - Another presentation about reading reports is about ready.
 - Dickinson State University
 - First MarketPlace UPay site went live this week. Several more sites planned in the near future.
- IV. Directors Reports – Finance & HRMS, *Teri Thorsen*
- Teri sent out e-mail earlier this week. They are aware of the Finance system performance issues. The data center is looking into this and have not found a specific cause as of yet. Reminder: please do not submit any tickets.
- V. Directors Reports – Campus Solutions, *Jennifer Kunz*
- CS 9.0 Project Update (including all third party software)
 - 70% complete with overall CS upgrade
 - UPK and staff training 72% complete
 - Test Moves, Testing and Fixes 73% complete
 - Opened 9.0 stage environment to business analysts – testing is going well
 - Query/reporting environment will be available in early April
 - Security analysis and configuration 74% complete, Barb Rask IVN session tomorrow at 3 pm
 - Portal Creation 67% complete
 - 3rd party progress, configuration changes made in all systems and testing began – on schedule
 - Gearing up for End to End testing, April 14, 15, 16 in Bismarck, planning performance test to tweak and tune before formal testing.
 - Go-live is June 13-18
 - Communication Plan (to be distributed in advance)
 - Jennifer Walked through the schedule that was e-mailed earlier
 - April 2, HECN will post go-live and IVN session announcement on Portal. Jennifer will e-mail finalized announcement to CAC

- members to distribute on their campus. IVN session is tentatively set for April 21. Jennifer will factor in any conflicts with this date.
 - Separate open house sessions will be scheduled for faculty and student testing feedback. There will be discussion later for how the open houses will be conducted.
 - Would like list of names next week to arrange open houses, (April 2)
 - Reminder: Get testing participants to Barb Rask by April 4
 - April 17: broad user announcement for Go-Live will be continued every other week.
 - Purpose of the Communication Plan is to be aware of specific communication points that are coming up.
 - Student E-mail in PeopleSoft
 - Mark stated students attend multiple campuses thus will have multiple .edu addresses, which one is the default e-mail?
 - Mick will do some research to get answers
 - Lake Region raised this issue last fall, Information officers have talked about having one NDUS e-mail
 - Lake Region is doing some follow up on their campus and will forward any information they find
- VI. Directors Reports – Application Systems Development, *Janie Adam*
- Integrated testing and load testing, will be issuing passwords for different testing times
 - Official load test in May, load test next week is not official
- VII. Directors Reports – SA Data Center, *Dorette Kerian*
- No additional info
- XI. Other
- Mandated Student Address Updates, *Mick Pytlik*
 - No updates
 - Election of officers, *Lowe and Lucke*
 - E-mail nominations to Peggy and Mark by April 4.
 - Mick noted there is nothing defined in the by-laws that consecutive terms cannot be served.
 - Staggering co-chairs was suggested for continuity.
 - Face to face meetings were suggested for the future
- VIII. Next meeting date (April 24, 2008)

Items requiring follow-up: Teri/Peggy regroup re nVision (4)

Respectfully submitted,
DeAnn Loll for Mike Renk