ConnectND Campus Advisory Committee
Meeting Notes
9:00 am – 11:00 am (Central time)
Thursday, February 28, 2008

Members present:

BSC	Jeff Jacobs
DSU	Mark Lowe
LRSC	Joann Kitchens
MaSU	Mary Iverson
MiSU	Jonelle Watson
MiSU-B	Jim Borkowski
NDSCS	Mike Renk
NDSU	Viet Doan
UND	Peggy Lucke
VCSU	Marcia Pritchert
WSC	Dawn Olson for Brenda Wigness
NDUS	Julie Schepp
NDUS CIS	Mick Pytlik, Teri Thorsen, Rich Lehn, Scott Mahar, Dorette Kerian, Randall Thursby

I. CIO Search Update, *Lucke*
- Search committee meet last week and conducted 3 interviews
- Committee forwarded one name

II. ConnectND Executive Director's Report, *Mick Pytlik*
- Mick sent his overview electronically
- He asked if CAC wants to continue to receive the full report or a summary report. CAC wants to continue to receive the full report.
- Campus solutions and finance upgrades are on schedule for the most part
- Last testing session for Campus Solutions went well
- CRM→The technical review has been completed. A couple of entities have chosen not to participate in CRM so now the cost effectiveness will be looked at. The next step is to look at some outstanding questions and to decide how to proceed.

III. Reducing Complexity in Campus Solutions
- Update on GPA/SAP/Academic Standing, *Viet*
  - Viet is in the process of typing the notes for the last discussion
  - The committee is looking for advice on what steps to take next
  - The committee will determine what uniform practices should be used and report those to CAC
  - The CAC will then vote on acceptance of the recommendation
  - Mick said we are proceeding with the functionality we have at this point because there isn't time to change things before the upgrade.

        - Viet asked if the complexity group should continue to discuss the policy and procedural issues. Mick agreed that continuing the discussion would be beneficial
        - SAP group agreed to use functionality in 9.0

Additional topic not on agenda: Mick asked Julie Schepp to update the group on reporting. Julie stated that policy issues, definition of terms, definition of data elements, and formation of a task force were discussed.

IV. Campus Solutions Upgrade, Scott Mahar for *Jennifer Kunz*

- Request for approval of Go-Live schedule
    - Scott said that the go-live plan was updated sent after the plan was sent to CAC with the meeting agenda.
    - Scott would like approval of the June 13 – 18 go-live dates
    - A backup copy of production will be migrated to "Q" close to June 13.
    - Each campus needs to choose a day after the 4th test move to go through all processes to see how long they take
    - 4th round of testing will most likely be at the campuses
    - April 14-16 are the dates for the next round of testing of Campus Solutions
    - Mary motioned and Viet seconded a motion to accept the go-live dates. Motion carried.

V. 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
- Dickinson State University
    - Mark thanked whoever arranged the TouchNet MarketPlace Suite training for BSC, WSC and DSU

VI. Directors Reports – Finance & HRMS, *Teri Thorsen*

- Teri said the project staff reprogrammed 12 queries for the risk management reporting
- UND has requested expansion of the Kronos system
- NDSU has requested that the Recruiting Solutions by replaced by People Administration for recruitment

- HECN will need 2 individuals to get the HRMS self-service up and running
- When 1099 process was completed, Vendor Registry discovered that the correct history role was fairly open. This access has been removed from many given to a limited number of users per campus.
- Finance upgrade is moving along
- The main issue is a question posed to campus regarding cut-over. The project staff proposed to take system down Thursday, April 17th – Sunday, April 20th. Campuses should provide feedback if they see problems.
- 2 groups have been created that meet weekly in preparation for the upgrade. General finance meets every Thursday while Grants and Contracts meets every Wednesday.

VII. Directors Reports – Campus Solutions, *Scott Mahar*

- Scott said there are problems with double-postings in TouchNet. Staff is working on a solution.
- Detailed timeline developed on all projects through end of April.
- Campus will be receiving lots of information from project staff. It is very important to read the information and provide feedback.
- 9.0 systems will be opened up on April 8th and 9th prior to testing so users can go in ahead of time to prepare for testing.
- A new version of Ad Astra is coming on next week.
- Final plans coming together for query environment
- 1st week of March, TouchNet will be loaded in test environment in 9.0.
- Housing will redo the Data Interface Module to connect to 9.0.
- Parking will be the only 3rd party system remaining to be hooked to 9.0
- Peggy asked about the security IVN session. There is concern about roles having too much access. Mick reminded us that a role doesn't necessarily equate to a person's job.

VIII. Directors Reports – Application Systems Development, Mick Pytlik for *Janie Adam*

- Mick is still struggling with filling positions.
- The salaries offered are not competitive with the local market.

IX. Directors Reports – SA Data Center, *Dorette Kerian*

- Need for power outage at UND/HECN Data Center
  - Dorette said there will be a power outage for one day later this year because there is a need for a larger electrical capacity for the data center. This is advance notice as the generator will take 3 months to be built. This outage will occur on a weekend or a holiday and will be pre-scheduled.
  - An aging circuit breaker caused the two power outages and the related extended ConnectND outages this past Tuesday. The outage was unplanned. Dorette will take the concern of insufficient notification back to the NDUS help desk for review of communication process. UND electricians will review data center

electrical distribution components for other potential points of failure.

XI. Other

- Mandated Student Address Updates, *Mick Pytlik*
  - Mick mandated student addresses. Mick visited with Laura Glatt but wasn't sure which committee is looking at it now.

X. Next meeting date (March 27, 2008)

  - Next meeting will be held on March 27, 2008.

Respectfully submitted,
Jonelle Watson