I. Members Present: Jeff Jacobs, BSC; Jim Borkowski, DCB; Mark Lowe, DSU; Joann Kitchens, LRSC; Pam Braaten, MaSU; Jonelle Watson MiSU; DeAnn Loll (for Mike Renk), NDSCS; Viet Doan, NDSU; Peggy Lucke UND; Marcia Pritchert, VCSU; Jan Solem, WSC. ConnectND-Mick Pytlik, Teri Thorsen, Rick Anderson; and Nick Zaccardi, student representative.

II. ConnectND Executive Director’s Report, Mick Pytlik
   - Active Directory Update –
     - Incident at LRSC, an employee who is also a student experienced funny security issues after selected do not release picture. Mick noted after self Service was shut off and if any of the items were selected they remained selected. The problem with that is if only 1 of the “fine grained controls” is selected it sets the overall FERPA flag to ‘yes this student has elected FERPA protection.’
     - This only affects current students and employees who are students. If this affects someone. Have person work with campus CIO to let them know how to fix it if they choose.
     - Continue to add development/test environments to active directory and continue to look at additional systems that are Active Directory compliant.
   - Mobile Applications
     - Working on an internal demonstration for ConnectND and SITS on 2 different approaches for deploying mobile apps or mobile web capability. Will determine how to proceed from there. Students do access information through mobile apps.
     - Peggy- if a campus is looking at a mobile app does it need to go through approval – Mick-yes at a SITS level, if it has the potential to impact statewide network or University Systems- ConnectND, Moodle or Odin, it must go through 1901.3 process. At UND blackboard mobile, went through 1901.3 approvals.
   - ConnectND Priorities & CND Governance
     - Continue last month’s discussion.
     - What kind of coordination is there with campuses when responding to legislature? How is this happening? – When there is an opportunity, the vice chancellors will send e-mail or work with SITS, ConnectND staff to gather information or will determine the information needs to come from campus level. Mick feels there is a fair amount of communication. Sometimes there isn’t a lot of time to gather the information. Higher Ed is looked down upon if the information isn’t given to them within the given time frame.
     - Example: tuition and fee website – There was a question related to program fees. Mick could look up the information approved by the board as a program fee but not being assessed in the system as a program fee – needed to talk to campus to find out what was happening.
       - Another example: How much of UND fees was school of medicine versus the rest of the campus, data in ConnectND is not a good way to answer, someone from UND needed to answer this question.
     - Joann commented: ConnectND can give the information but could that still be shared with the campus. Campus could be making mistakes on reports when troubleshooting.
       - Mick- trying to be as transparent as possible
     - Pam - 3 new enrollment reports created that legislature requested data on. Roy, the programmer, produced information for the campus, but in the spring campus
will need to provide information. The state can access this information, why aren’t they just accessing it?

- Legislature defines “full time on campus” as having one on campus course and is a full time student. If meets the requirements then it’s counted. Now they want Full Time off campus.
- Enrollment reporting progression: Full Time Students > Full Time On campus >Full Time off campus. There is a Gap at system level showing 31,000 Full Time on campus and 33,000 Full Time and now they are asking who the other 2,000 are? It’s just something we are going to have to do.
- Mick stated the enrollment reports will be a part of the enrollment package.
  - Can system office run reports. Continuing to look at ways this can be done. Part of the data dictionary efforts is to make sure we all have the same definitions of elements so we are using them the same way and business practices are consistent to return consistent data. So we can set things up for system office to run them on their own. Campuses have varying comfort levels on doing this. Some want to look at numbers first.
- Will be doing best practices reviews in the next couple months. ConnectND staff will be more proactive in helping with best practices so campuses can validate changes that need to be made.
  - Peggy – Proposal that Grant Shaft is taking to the board on creating efficiencies contains a lot of items that impact us significantly. He references a committee. Mick does not know who will make up that committee. Will CAC have a role? Mick does not know.

III.  Institutional Reports/Announcements (2 minutes per report)

- Bismarck State College-no report
- Dakota College at Bottineau-no report
- Dickinson State University-no report
- Lake Region State College – really appreciated on campus visit from Angela, Dee and Dennis from Campus Solutions. Was very helpful.
- Mayville State University-no report
- Minot State University-no report
- North Dakota State College of Science-no report
- North Dakota State University-no report
- NDUS System Office
- University of North Dakota- Is there an update on student center page? Mick says no change. The request is not that simple. Will ask again because this would make it more useful for students. Jeff suggested this be a priority. In order to be a priority, others need to shift and that’s not always possible. It is something we want to look at.
  - What’s happening with campus solution director? 4 interviews are scheduled. If a good candidate then will hire. If not, will search again. Committee includes: Viet, Joann, Terri, Dennis and Ralph.
- Valley City State University- What has been heard about query training? Did have a class last week-Williston and NDSU. Now working with Carol to set up additional training. Looking into offering training through Distance Ed method.
- Williston State College-no report

IV.  Directors Reports – Financials and HRMS, Teri Thorsen

- HRMS- data warehouse- conducted a full run yesterday. One issue remains from upgrade, some can’t view paychecks. Seems to be an Internet Explorer issue. One fix doesn’t work for everyone. Some have had to allow popups, clear cache or change browsers.
- PEP Project- in development stage, early March go live, no good date due to various payroll cycles, may need 2 go live dates.
- Form list W-2 is finally functionality ready, go live January 2012- will this be mandatory or optional? - has to be optional. Don’t expect big change – law says must be paper and choose to be electronic.
- Law change for reporting. Demonstrate which employees are offered health insurance. This will be difficult to report.
- Financials Public Reporting Database – March 2011 go live, over aggregated data because it contained student data. Now trying to get this data cleaned up. Controllers met, rather than adjusting account numbers there is an alternate option. Those that are a student will be considered a student in the past, current and future term. A warning will flash on screen to flag that transaction as a student.
- Training to accounting staff for FERPA regulations because those employees haven’t had to deal with this much.
- PCard work- state doing too much of our support –we are and need to educate people on what the state can do and when a help ticket needs to be filed through ConnectND.

V. Directors Reports – Campus Solutions
- Mick – PeopleTools upgrade, still experiencing issues since upgrade- this has been the most difficult and frustrating upgrade. Actively working with oracle to resolve problems….501 error---can’t connect to server you are looking for---possible solutions for people who get it consistently-try a different browser, firefox, safari or chrome, or edit registry on machine –if you don’t know what it means don’t do it yourself. If done incorrectly could make machine inoperable. Need to do more testing before forwarded on. ( Came from Microsoft to Oracle.) Also IE issues with HRMS-viewing paycheck.
- Application bundle upgrade this weekend, Nov. 19-20.
- Jan noted there are issues with PeopleSoft sessions not timing out or timing out too quickly. This has been discussed some. Will look into further.
- Peggy noted the TouchNet contract will expire in coming year. Will we need to go through renewal process or bid out? Mick noted we don’t necessarily want to switch out something that works.
  i. Questions on frustration with performance and now there are lots more offering this service
  ii. There were only two possibilities when TouchNet was chosen.

VI. Data Center Report – Rick Anderson
- Outage on Monday morning – Connectivity issue with Grand Forks.
  i. HRMS and Fin systems were affected because of authentication process. Are trying to make improvements with ITD. Lessons were learned with this outage.

VII. Next meeting date (December 15, 2011) – Viet Doan - Recorder

Respectfully Submitted,
DeAnn Loll
(NDSCS representative for Mike Renk)