ConnectND Campus Advisory Committee
Meeting Minutes
Thursday, February 23, 2012

Presiding: Joann Kitchens
Recording Secretary: Pam Braaten

Members Present:
Kara Bowen, DCB; Mark Lowe, DSU; Jonelle Watson, MiSU; Joann Kitchens, LRSC; Pam Braaten, MaSU; DeAnn Loll for Mike Renk, NDSCS; Peggy Lucke, UND; Marcia Pritchert, VCSU.

Members Absent:
Jeff Jacobs, BSC; Mark Lowe, DSU; Viet Doan, NDSU; Aimee Copas, NDUS System Office; representative to be appointed from WSC; Nick Zaccardi, student representative.

ConnectND:
Mick Pytlik, Teri Thorsen, and Rick Anderson.

I. ConnectND Executive Director’s Report, Mick Pytlik
   - Campus Solutions Director
     Diane Peterson has been hired as the Campus Solutions Director. She begins her duties March 1st. Ms. Peterson was a business analyst/project manager for the MN Dept. of Transportation.
   - Student Center Page
     Mick has not convened a group. Item will remain on agenda.
   - Mobile Applications
     Mick has not made a formal proposal to Randall at this time.
   - Address Usage Update
     (Recommendations from the Bio Demo Complexity Work Group can be found on the January 11, 2010 CAC minutes. These recommendations were endorsed by CAC and shared with the various user groups). Once PEPP is complete Campus Solutions will sync the data between HR and Campus Solutions. The Bio Demo Complexity Work Group Recommendations will be reviewed again and possible changes may be needed.
   - Maximizing Results Through Efficiencies Agenda
     Board directives are driving the current workload. Mick is working with document imaging and Terri with HR Self Service.
   - PeopleTools 8.51 Upgrade Update
     Kick outs and IE9 issues are still happening, appearing more so in Campus Solutions than HR. Oracle continues to work on the problem. These issues are showing up on the HEUG Tech list. Four help tickets have been submitted. We are asking Oracle to consider these four problems as inter-connected.

II. Institutional Reports/Announcements (2 minutes per report) - No Reports

III. Directors Reports – Financials and HRMS, Teri Thorsen
   - Financials/HR
     • The annual 1099 process in Financials and the W-2 process in HRMS went very well.
     • The PeopleSoft Environments Partitioning Project (PEPP) is capturing all our time as we race toward the March 5th go-live date.
     • This week, campus testers are being given security access to go in and test the split. Their testing is a little different this time compared to the usual testing we ask them to do, because in this one, we need them to test the data itself, not necessarily the process. Focusing on data in production. Then test in stage. Campuses should start bookmarking and allow pop-ups. The most challenging now is the app messaging from HR & Financials. The new general URL is adminsns.ndus.edu. Specific URLs for the separate environments have been sent out to users.
IV. Director’s Reports– Campus Solutions, Mick Pytlik
   ▪ Patch Cycle
   Currently in a patch cycle and applying patches and bundles, moving to production March 3rd. Campus Solutions will be down that weekend.
   ▪ Administrative Council
   Allows campuses to control messages in T2.
   ▪ Adirondack and Ad Astra
   Are currently going through updates.
   ▪ Other
   Peggy asked about security in Hobson’s. Mick stated an internal audit of Hobson’s was completed by the systems office staff and the campus solutions staff as a directive from Mike Hillman which identified some discrepancies with program names. Programs in Hobson’s are to match board approved programs. Security is not very granular in Hobson’s. There is a need to restrict changes in programs in Hobson’s so campus staff access to update programs was removed. Mick reported concern had been expressed about the lack of communication to the campus staff prior to the change being made and indicated more care would be taken going forward.

V. Data Center Report – Rick Anderson
   ▪ No report.

VI. Other
   ▪ CAC Role in Maximizing Efficiencies Agenda
   Mick does not see the CAC as a whole having a role at this time; however, there may be individual CAC members with expertise in certain areas asked to contribute. The first phase is to gather information and provide background to the oversight committee who will then make a recommendation to the SBHE. The Efficiencies Oversight Committee --President Grant Shaft, Kirsten Diederich, and Terry Hjelmstad, have had their first meeting this month discussing lecture capture. Their next meeting is scheduled in mid to late March. Mick will present on document imaging.

VII. Next meeting March 22, 2012 – Aimee Copas - Recorder

Respectfully Submitted,
Pam Braaten