ConnectND Campus Advisory Committee
Meeting Minutes
9:00 am – 11:00 am (Central time)
Thursday, July 26, 2012

Presiding: Jonelle Watson, Chair
Recording Secretary: Viet Doan, NDSU

Members Present: Jeff Jacobs, BSC; Kara Brown, DCB; Joann Kitchens, LRSC; Pam Braaten, MaSU; Jonelle Watson, MiSU; Viet Doan, NDSU; Peggy Lucke, UND; Marcia Pritchert, VCSU; Jacob Gapp, Student Rep
Members Absent: Mark Lowe, DSC; Cloy Tobola, NDSCS; Aimee Copas, NDUS; WSC
ConnectND: Mick Pytlik, Teri Thorsen, Diane Peterson, Rick Anderson

I. ConnectND Executive Director’s Report, Mick Pytlik
   • Student Center Page
     - No new updates. Change made so users with student role will be directed to Student Center upon login. Peggy mentioned that she has received positive feedback. Peggy asked Mick re: additional links that were in original request (parking permits, on-campus housing and transcript requests). Mick will follow up.
   • Mobile Applications (Update)
     - CS and HR are connected to Mobile Application (Highpoint). Generally available early August for students and mid-August for Faculty/Staff. Demo’d for Board and CIO Council. Students and employees are testing. Mick will notify key stakeholders when functionality is available.
   • PeopleTools 8.51 Upgrade Update (kick outs from the system)
     - Still Priority 1 case with Oracle. Not yet resolved. Weekly meetings with Oracle to discuss open cases including this case. Jeff asked if additional communication could go out to Presidents’ Council and similar groups so issues are communicated prior to escalation. ConnectND is working on communication plan; however, issues seem to be browser/operating system based and still needs to be pinpointed.
   • Semester Startup
     - August 21-22 will be high volume days. Email will be sent out to ask campuses to refrain from running resource-consuming processes during this time. Also an email re: development freeze period will be sent out. Freeze period will be August 14, 2012 to September 3, 2012. Conference calls will occur as they have in the past during first few days of semester. Time will be TBA.

II. Institutional Reports/Announcements (2 minutes per report)
   • Bismarck State College – No report
   • Dakota College at Bottineau – No Report
   • Dickinson State University
   • Lake Region State College – No report
   • Mayville State University – No report
   • Minot State University – No report
   • North Dakota State College of Science
   • North Dakota State University – No report
• NDUS System Office
• University of North Dakota – Peggy asked about TouchNet meeting
• Valley City State University – No report
• Williston State College

III. Directors Reports – Financials and HRMS - *Teri Thorsen*

**Finance**
- PO (Purchase Order) Rollover tonight for four campuses: NDSCS, VCSU, MASU and NDSU. Getting a lot of financial year-end close with which we're helping campuses. Working on an interface for AuguSoft, a software being used by the four regional Train ND campuses.
- IT units being split due to legislative request

**Human Resources**
- Working on releasing Mobile Application (Highpoint) functionality
- Consultants working with HR to resolve issues
- Working on manager self-service. PeopleSoft does not deliver workflow for employee onboarding.
- Preparing for PeopleTools 8.52 upgrade
- IT units being split due to legislative request

IV. Directors Reports – Campus Solutions – *Diane Peterson*

- Working to roll out Mobile Application (Highpoint) functionality
- Reiterated code freeze will occur from August 14, 2012 to September 3, 2012
- Consultants working to implement data warehouse
- Staff is working on Board Office requests. Requests from Board take precedence over other development work.
- Linda is working with BSC to implement common application for admissions
- Ancillary systems are being upgraded to Oracle 11g
- Financial Aid is working on regulatory changes/updates

V. Data Center Report – *Rick Anderson*

- Issues with app server causing query refresh to fail. Staff monitoring process and doing the best they can. Oracle patches are being applied as they are available and may help with issues.
- ND Information Technology Department (ITD) is performing a major internet upgrade on Saturday, July 28, 2012. Connection to applications may be intermittent during this upgrade.

VI. Next meeting date: August 23, 2012. Recorder: Kara Bowen – DCB

Respectfully submitted,
Viet Doan