Campus Community Functional User Group Meeting Minutes
Thursday, October 14, 2010 - 1:00 PM

Present:

Admissions & Recruitment
Charlene Stenson (VCSU)
Greg Sturm (BSC)

Financial Aid
Rohit Kulkarni (UND)

Financials
Allison Peyton (UND)

HRMS
Teri Thorsen

NDUS
Julie Schepp

Student Records
Sandy Fried (BSC)
Rhonda Kitch (NDSU)

Student Finance
Janet Reisenauer (DSU)

Campus Solutions
Mary Bergstrom
Karla Gabriel
Sheri Gilbertson
Jennifer Kunz
Sue Klava

Absent:

Human Resources
Ann McGray (NDSCS)

Financial Aid
Laurie Weber (MiSU)

Student Finance
LaDonna Malachowski (MiSU)

Campus Solutions Updates:

• Reminder – no new developments at this time; developments are on hold due to other strategic project work and the existing list of projects, particularly the data warehouse project

• Governance and managing priorities
  o Per Mick Pytlik, ConnectND has implemented priority categorizations for functional and technical staff:
    1. Production support, fixes, troubleshooting
    2. Federal and State mandates
    3. Board policy, directives, or strategy initiatives from the Chancellor
    4. System-wide procedure, NDUS System office requests
    5. Other strategic initiatives and projects to improve functionality
    6. Individual campus and user group requests

• User group governance clarification – continues to be a work in progress

Follow-Up from Last Meeting:

• VISA_PERMIT_TBL instructions
  o Waiting for any additional feedback from SR User Group
  o Timeframe and updates
Suzanne contacted each registrar with lists of incorrect data
- Records office staff adjusted individual students records
- Campus Solutions inactivated ‘AR’ - it is no longer a visa type
- Campus Solutions created new visa types in Production
- Campus Solutions and Suzanne will discuss the strategy for historical records of non-enrolled students

New Business:

- New member
  - Greg Sturm from BSC has joined our user group; he represents Admission and Recruitment
- Rohit requests user group members to consider becoming chair of group; further discussion at next conference call.
- Citizenship
  - BSC and WSC reported citizenship is pulling incorrectly on Report D in census reports
  - Issue seems to be when a student has two rows within the citizenship detail page in Campus Connection and which data row in being pulled into Report D
  - Mary will follow up with Charles to further investigate
- Residency
  - A revised business process for residency entry and updates
  - Will be in production within the next few weeks
  - Instructions as well as screen shots of potential error messages will soon be distributed to all email lists
- Collaborative Student Processes
  - Problems with previous collaborative report were well known
  - Campus Solutions staff has created a collaborative student page as well as a new report
  - The page and new report are currently in Stage
  - Additional fields allow for detailed tracking and fields will be secure by security roles
  - Page and report was tested by collaborative contact staff from Williston, Bismarck, Minot and Dickinson
- Should be in Production environment very soon as well as new security roles required to access the page
- Will be in use for collaborative contacts for the Spring 2011 semester
- Student Financials has expressed some concern regarding implementation of the page and report
- Jennifer shared information regarding the request to escalate the project due to impacts on student financial aid
- Discussion regarding the potential of pulling info into the new collaborative screen through automated processes
- Jennifer encouraged continued feedback regarding the new screen and report

Next meeting scheduled for Thursday, November 18, at 1:00 p.m. (note date change due to Veteran’s Day holiday).

Respectfully submitted,
Rhonda Kitch