CUSAD Minutes  
Tuesday, July 23, 2013  
Bismarck In Person Meeting

Present:
- BSC – Jeff Jacobs  
- DCB – Valerie Heilman  
- DSU – Sandy Klein  
- LRSC – Katie Nettell  
- MiSU – Laurie Weber  
- NDSCS – Shelly Blome  
- NDSU – Bonnie Litton  
- UND – Rohit Kulkarni, and Janelle Kilgore  
- VCSU – Betty Schumacher  
- Campus Solutions – Dennis Junk and Sue Applegren  
- NDUS – Brenda Zastoupil

Janelle Kilgore called the meeting to order at 10:15 a.m.

Approval of June 20, 2013, CUSAD Minutes
It was moved by Katie and seconded by Shelly to approve the June 20, 2013, CUSAD minutes as presented. The motion was unanimously approved.

Additions to Agenda
There were no additions to the agenda.

New Business
Changes in State Programs: At the end of June/ early July the ND Academic/ Career and Technical scholarships changed. Students within their last two semesters (2009-10/ 10-11) of graduation will not need to have 15 credits each semester if not required for graduation. Students who are in a clinical experience are eligible for the scholarship at 12 credits. Brenda is getting additional clarification from legal.

ND State Grant requires the schools to determine whether or not the student is being charged ND tuition rates to be eligible for the grant. The NDU_FA_0229, State Grant Residency Check, available in PeopleSoft was developed to assist campuses. The query currently looks at students who have accepted the grant. Many schools put the grant on as offered. Dennis was going to review query to adjust for that change.

Students working on a certificate program that is one year in length or more would be eligible for the grant. Brenda indicated that this was in Statute.
Fall 2013 will be the first time students are eligible for the grant when they are enrolled less than full-time. The Registrar’s will report enrollment (new query is in test). State office will help determine award amount for students less than full-time. Final disbursement rosters will be sent to Sophie about two weeks after census.

Betty raised concern that campuses need the list on a week-to-week basis that notifies campuses of the changes but also must have access to a master list. Group agreed that the Campus Solutions should create the master list with a high priority.

**Collaborative Process:** Janelle addressed some concerns with the current Collaborative Process. Campuses do not have a way to access course start and end dates or monitor for repeat course work. Group has asked Brenda to ask the Collaborative working group at the state office to review process with financial aid regulations. UND has over 500 students within a semester who utilize this program and receive some sort of federal financial aid.

**Related Content:** Dennis demonstrated the ability of the Related Content feature in PeopleSoft. He has asked the group for feedback on which two pages linked together would benefit processing. Feature is also available for queries. See Dennis’ email on 6/10.

**Re-budgeting & Pell COA Issue:** Minot used the re-budgeting feature in PeopleSoft and it doubled the Pell COA for spring semester. PeopleSoft does not currently have a fix for this issue.

**Statewide Longitudinal Data System (SLDS):** New state system being created that will track students from high school through college completion. Data will be housed within the new data warehouse.

**Withdraw Verification Loan Hold/ Old Verification Select Letter:** No campuses are currently using Withdraw Verification Loan Hold/ Old Verification Select Letter. Dennis will take down feature.

**Terms to be erased/forgiven:** Campuses are allowed to have the student complete a SAP appeal. To stay within federal regulations schools cannot automatically grant approval without an appeal. Sandy was seeking additional clarification from Rick Renshaw.
**LDA Field to Grade Roster:** All campuses will be using this feature in PeopleSoft for fall 2013 grades. As decided by the Registrar’s group they will use the F, FN and FNN to determine how the student failed their course.

**Exit Counseling Process Issue:** Laurie questioned the last email notification that went out to the group about an issue with the Exit Counseling Process. Dennis and Sue suggested creating a small working group to review.

**Pell Graduation Rate Disclosure:** Campus Solution is correcting programming errors found in testing.

**Fraud Global Service Indicator:** Katie gave an update on the Fraud Global Service Indicator is past testing and is moving forward.

**Common Date Set Programming:** This past spring a small working group was working on the Common Date Set programming issues. Campuses are having an extremely hard time testing because they are not 100% sure how system is working. Group will need to meet again to review.

**IPEDS Report Programming:** Last winter there were major concerns with the IPEDS report after three rounds of changes. UND and NDSU cohorts were out of range but Minot became more accurate. Dennis indicated this report has gone through additional changes.

**NDUS Data Inconsistencies White Paper:** Janelle was wondering why financial aid did not have any line items as concerns within this white paper. Even though many of our areas are being addressed it does provide an additional layer of awareness of some of the issues we are having.

**359/360 C-Codes Processing:** Review Dear College letter GEN-13-09

Dennis will be on vacation August 29th through September 12th.

**Old Business**

**Action Items Review**
The action items were not reviewed.

The meeting adjourned at 3:00 p.m.

Minutes prepared by Janelle Kilgore