Campus Community User Group Meeting
Minutes
April 24, 2014
9:00 a.m.

701-777-5900 – Conf 138189#

Attendees:
Admissions – Charlene Stenson – VCSU; Karon Erickson
Student Records – Rhonda Kitch – NDSU
Financial Aid – Katie Nettell – LRSC; Betty Kuss Schumacher – VSCU
Student Finance – Chelsea Larson – UND; Becky Lang – LRSC
HR – Campus Solution – Mary Bergstrom, Sheri Gilbertson, Ralph Tinjum, Janie Adam, Heather Hoyt, Acey Olson and Tom McNaughton

Absent:
HR: Ann McGray – NDSCS; Tess Gjerke – Admissions; Sandy Fried – Student Records; Allison Peyton – Finance

Minutes: March minutes – Were approved by silent consensus

Additional Agenda items: None added.

Old Business
• Veterans Data Tracking using Peoplesoft – Rhonda Kitch
  o Bundle 30 has been released
  o Security has been assigned in stage
  o Testing will take place this summer
  o There will be a meeting 5/2/2014

• Campus Community Status Report – Mary Bergstrom
  o Mary sent out an updated document
  o We discussed Hobsons Annual Update – it will include 15 updates
  o We also discussed the SLDS Development – they are working with the consultants
  o Mary indicated they have several DR’s they are working on, they have added several external organizations and they are working on data clean up

• Social Security Number Masking – Mary Bergstrom
  o Waiting for SR user groups decision – they meet at the end of May and have this on the agenda
  o This was taken to the NDSU student government. The students had a good discussion with leaders. The students understand why it is needed but also have concerns. They would rather it not show up on the active screen but would like to see a hyperlink put in
place that they could click on if they wanted to view the social security number. The students may present a resolution of support at their next meeting.
  o A case was opened recently with HEUG so a solution may come from HEUG

- Reorganization of developments under the NDU Applications – NDU Campus Community menu
  – Mary Bergstrom
  o No further issues, questions or concerns brought forward by the group.
  o This can be removed from the agenda

- CS move from Letter Gen to Comm Gen – Mary Bergstrom
  o SITS is in the process of moving Admissions letters
  o Handful are done waiting for testing
  o Not all of the schools will have to be ready for others to go-live

- DR approval – Pop-up to alert student to review new communications on Campus Connection
  o Admissions group - Approved
  o SR Group – Pending May meeting
  o FA Group requested
  o SF Group - Approved

- Access to new reports – Chelsea Larson
  o This was answered at a previous meeting. Chelsea requested we remove from the agenda.

- Proposed changes to the NDUS SRVC Ind Report – Chelsea Larson
  o Would like to have some fields added to the report. For instance would like to be able to see the start/end dates and the start/end terms for holds. Currently it will show students on hold but if the service indicator is past the end date it no longer has any impacts for the student
  o Would like to have some new prompts added so could run more than one service indicator or a range of indicators. It would be helpful if could have a prompt for reason code also.
  o Would like to be able to run the report in different formats – PDF and CSV for instance
  o Chelsea will summarize these requests and send out to the group. It will then have to be approved by all of the user groups.

New Business

- Bio-Demo Sync Project – Mary Bergstrom
  o This project is starting and should be complete before students return in the fall
  o This project will sync student system with HR so if a student has an address change in campus connection it will also update the HR system
  o This will require considerable clean-up of records. They will be running error reports to help find records that don’t match.
  o The Admissions and Student Records groups will have a lot of involvement in this project. They will need to work closely with HR.
- If the records don’t match the interface will not run
- Clean-up will need to be completed by the middle or end of July. A more detailed timeline will be sent out to the campuses.

Minutes submitted by Becky Lang, LRSC

**Future Meeting Dates:** Meetings will be held 4th Thursday of each month from 9-10:30.
May 22th with Charlene Stenson taking minutes
June 26th with Rhonda Kitch taking minutes