

## Key items & events

### Documents are created as Legislative Session Begins

In anticipation of the opening days of the 2003 legislative session, state and university system project teams have prepared several documents:

#### • Project Overview

This one-page document gives those new to the project an overview of who is involved in the project, what the project entails, where and when implementation will occur, why the project is necessary, and how much the project is expected to cost

#### • Question and Answer Document

This document outlines the “frequently asked questions” section from the ConnectND web site with their corresponding answers

#### • Return on Investment

This document gives legislators a better sense of the benefits of the ConnectND project; incorporating statistical data with return on investment estimates

### January ConnectND IVN updates

• Thursday, Jan 23<sup>rd</sup> (9-9:50 a.m.)

Everyone is invited to attend the IVN update sessions. Specific locations are indicated on the [calendar](#).

#### Can't make IVN meeting dates?

The IVN sessions are captured and recorded through [webstreaming](#). Use the [video archive](#) to view a missed session at a later date.

## Timeline



### What is the current status of the ConnectND project?

- In their January 3, 2003 report, the Project Oversight team reported:
- The overall project is on time and on budget, most open issues have been resolved;
- While there is a good probability that most of the project deliverables will meet dates - some schedule, resource, or scope changes may be needed at this time;
- There are no scope issues at this time; and
- There are currently no risks impeding the project at this time

### How is ConnectND being implemented?

Under the leadership of a State Executive Steering Committee (co-chaired by Donna Thigpen, President, Bismarck State College and Rod Backman, Director, Office of Management and Budget) and with the help of our implementation partner, *MAXIMUS*, the project is being implemented using a five-phased approach:

1. Initiation – Complete
2. Design – Through 1/30/03
3. Development – Through 3/15/03
4. Migration – 10/7/02/02 to 5/15/03
5. Post Production – 10/7/02 to 8/29/03

### When will ConnectND be implemented?

Implementation began at the Mayville State University and Valley City State University pilot sites with the *Campus Community Planning, Campus Portal, Recruiting, and Admissions* modules on Oct. 7, 2002. For those two institutions, the following system components will all be live by April 2003: *Other Student Administration Modules, Financial System, and Human Resource Management System.*

The Office of Management and Budget, the state’s pilot site, and the NDUS Board Office are also scheduled to begin running certain systems (including payroll) by April 2003.

The entire statewide implementation for the remaining agencies and institutions is scheduled to be complete by the third quarter of 2004. (See related article on page 3)

### Has end-user training been scheduled?

End-user training is to be scheduled using a just-in-time approach.



Comments and suggestions regarding this publication are welcome. We encourage questions about this newsletter or the project. To facilitate this process, you may ask a question electronically through the website [FAQ](#) (Frequently Asked Questions) section. It's also a place to view the questions others have asked and the responses of the project teams.

## Words & acronyms

**ERP**—“Enterprise Resource Planning” System or “Enterprise Resource Package.” Essentially, it means an administrative software system that covers the entire enterprise – from students to employees to financial management. While our current administrative systems (commonly known as SAMIS or CICS) were developed long before “ERP” was even thought of, they are essentially our ERP today.

**MAXIMUS**— Founded in 1975, serves as the implementation partner on the Connect North Dakota Project, and will be responsible for developing an implementation and deployment plan that addresses the major business areas, key agency and campus participants and critical project completion dates.

**PeopleSoft**— Founded in the mid-1980s, this company builds applications on a client-server platform instead of using the traditional mainframe. This product should provide both the state and the university system with the ability to operate within a real-time environment on a system-wide basis.

**Web-streamed**—Recorded live and broadcast real-time via the Internet to those who cannot be at the event location.

## About ConnectND

### What is ConnectND?

The CONNECT ND project is the implementation of *PeopleSoft's* ERP system that will replace North Dakota's current administrative computer systems. The ERP system will serve as the administrative systems for the entire enterprise – from students to employees to financial management.

### Who is involved in ConnectND?

All of North Dakota State Government, including the North Dakota University System, is involved this project.

### How is the ConnectND project organized?

The project has been organized by module (functional area) into three state groups (Financial, Human Resources Management System, and Technical) and four higher education groups (Financial, Human Resources Management System, Student Administration, and Technical).

## Committees formed to determine NDUS auxiliary unit module requirements

While the original Request for Proposal for an ERP system did not include specifications for various auxiliary unit modules, those specifications will be developed later as part of the overall project. Committees including representatives from various campuses have been formed to:

1. Define user requirements. A format will be provided by HECN.
2. Match requirements to PeopleSoft functionality, where appropriate.
3. Define unmet needs.
4. Define estimated budget requirements, including identifying potential funding source(s).
5. Develop Request for Proposal, as appropriate.
6. Evaluate RFP proposals/solutions and make recommendations.
7. Assist with defining implementation process and timeliness.

The timelines for each step outlined above is currently unclear since the complexity of the implementation is unknown. However, the committees were asked to have the requirements defined (step #1) early in January 2003.

## Committee chairs

- **Facilities:** Joan Chapek, NDSU, 231-7913  
*Joan.Chapek@ndsu.nodak.edu*
- **Parking:** Jim Uhlir, UND, 777-3759  
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- **ID Card:** Margaret Myers, UND, 777-3717  
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## Links mentioned

- **Calendar:** [www.nodak.edu/connectnd/index.php?module=PostCalendar](http://www.nodak.edu/connectnd/index.php?module=PostCalendar)
- **Project overview:** [www.nodak.edu/connectnd/modules.php?op=modload&name=News&file=article&sid=42](http://www.nodak.edu/connectnd/modules.php?op=modload&name=News&file=article&sid=42)
- **Question and Answer Document:** [http://www.ndsu.nodak.edu/connectnd/repository/updates/Q&ALegislativeUpdate\\_January2003.pdf](http://www.ndsu.nodak.edu/connectnd/repository/updates/Q&ALegislativeUpdate_January2003.pdf)
- **Return on investment:** [http://www.nodak.edu/connectnd/repository/updates/North\\_Dakota\\_ROI-V17.pdf](http://www.nodak.edu/connectnd/repository/updates/North_Dakota_ROI-V17.pdf)
- **Video archive:** <http://www.ndsu.nodak.edu/connectndmodules.php?op=modload&name=Downloads&file=index>
- **Web-streamed:** <http://www.ndsu.nodak.edu/connectnd/repository/development/CalendarEscalation.pdf>



#### **NDUS PeopleSoft Roll-out Schedule to be Determined Soon**

The NDUS ConnectND project team is working on a roll-out schedule for the remainder of the project implementation at the nine remaining campuses and the NDUS Board Office. This schedule should be available within the next month. MaSU, VCSU and the NDUS Office will make the payroll schedule transition when they “go live” with the new payroll module in April 2003. Other campuses will make the payroll schedule transition at the time they “go live” with the new payroll module. These tentative “go live” dates, which will be identified in the roll-out plan, may begin as early as October 2003.

#### **NDUS Payroll Advance Logistics**

In a December 18<sup>th</sup> letter to the Chancellor’s Cabinet, Laura Glatt, Vice Chancellor, outlined the terms of the payroll advance program approved by the ConnectND Executive Steering Committee. The payroll advance program is intended to assist employees impacted by the payroll schedule change, with the transition to a new payroll schedule of semi-monthly pay with an eight-day lag.

The basic terms and conditions of the advance are as follows:

- Advance equal to one-half of employees’ regular monthly net pay;
- Advance to be provided during the first month of transition only;
- No interest will be assessed on outstanding balance of the advance;
- Repayment of the advance over a period not to exceed 12 months (or 24 pay periods)
- Repayment of the advance to begin one month after the advance is provided;
- If the employee leaves during repayment period, the balance not paid back at that time would be deducted from the employee’s final paycheck.

Also, to further assist employees, the university system will issue a letter to banks and credit unions explaining this change. The letter will ask them to assist employees with changing payment schedules and automatic withdrawals to coincide with the new payroll schedule.

#### **NDUS Enterprise Portal**

James (Jim) Ross, Associate Director for Information Technology Services at NDSU, has been named the Enterprise Portal Manager for the NDUS portion of ConnectND. The Enterprise Portal Team is experimenting with several techniques to preserve an institution’s “look and feel.” Visitors should be able to move between the website and the portal in a seamless fashion. The team’s objective is to preserve the feeling of being associated with a particular institution, of belonging to a campus, agency or community, even though the visitor moves back and forth between an institution’s website and the Enterprise portal. Mayville State University and Valley City State University are pilot sites using the following process. Work will begin next week with the pilot institutions on the following:

1. Work with the Portal Teams and the Project Leads to develop a formal Portal Project plan.
2. Outline policy issues, which need resolution.
3. Continue Needs Analysis / Problem Identification.
4. Begin work on a Functional Inventory of Content and Applications
5. Distinguish between PeopleSoft Applications content and content from other sources (this is the key to serving agency and campus branding needs)
6. Review and revise policies and guidelines for content mapping.
7. Evaluate and recommend standards for content to be obtained from other sources so that it can be used within the Enterprise Portal.

Once the pilot sites are complete, Jim will begin working with other campuses. Contact Jim at 231-9722 or [James.ross@ndsu.nodak.edu](mailto:James.ross@ndsu.nodak.edu)