

'Go-live' soon for five schools

*Decision
delayed for
others*

The State Board of Higher Education has approved the Executive Steering Committee recommendation for modifying the campus implementation schedule. With the understanding that additional staffing will be put in place, the revised schedule includes:

Student Administration:

- Week of June 29—Lake Region State College
- Week of July 6—Bismarck State College, State College of Science
- Week of July 13—Dickinson State University, Williston State College
- Fall 2004—Recruit, Admissions & Campus Community at Minot State University, Minot State University-Bottineau, North Dakota State University, University of North Dakota
- January 2005—Student Records & Financial Aid at Minot, Bottineau, NDSU, UND
- July 2005—Student Financials at Minot, Bottineau, NDSU, UND

Human Resource Management Systems:

- Week of July 12—BSC, DSU, LRSC, NDSCS, WSC
- TBD — Minot, Bottineau, NDSU, UND

Finance Systems:

- Week of July 26 — BSC, DSU, LRSC, NDSCS, WSC
- TBD — Minot, Bottineau, NDSU, UND



A decision on the implementation of the HRMS and Finance modules at UND, NDSU, Minot State and Minot State-Bottineau will be made no later than July 31, 2004, following identification of additional resources and further development, testing and demonstration of the grants and contracts module.

Campus personnel begin HRMS training



Rob Cockrum, consulting lead from Maximus, reviews PeopleSoft screens and processes during Human Resource Management Systems training for campus personnel.

ConnectND training has begun for campus personnel who will be primary users of the Human Resource Management Systems. Participating in sessions held in Fargo are staff from the Mayville State University, Valley City State University and University System pilot sites, along with Bismarck State College, Dickinson State University, Lake Region State College, State College of Science and Williston State College.

The in-person training roster was derived from security lists provided by the campuses, which assigned their personnel to

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New payroll process on all campuses in July

The new semi-monthly payroll process will be instituted on all campuses in July as planned, even though implementation of Human Resource Management Systems has been delayed for some. According to Dr. Lee Vickers, committee chairman, the Higher Education Executive Steering Committee has approved that recommendation from the ConnectND project team. Board of Higher Education policy established in January authorized the semi-monthly payroll process, which includes a 15-day lag.

In July, the payroll will be on the PeopleSoft system at Bismarck State College, Dickinson State University, Lake Region State College, State College of Science, Williston State College and the pilot sites of Mayville State University, Valley City State University and the University System Office.

The new payroll process will be on the current (legacy) system at Minot State University, Minot State University-Bottineau, North Dakota State University and the University of North Dakota until those go live with ConnectND. According to project personnel, having the lag payroll process in place in legacy will make the conversion of the data go more smoothly on those delayed campuses when they do go live with PeopleSoft.

Your suggestions, please

There's also good news...

Project staff and campus personnel concentrate on solving problems and getting the work done to implement ConnectND, but accomplishments and bright spots can get overlooked. In addition to its main focus on important details and information about the project, the eBulletin will spotlight some positive "good news" in upcoming issues. For example, Brian Grove, the North Dakota Student Association representative, reported to the Executive Steering Committee that Mayville State University's recent student registration went very well on the PeopleSoft system.

Contributions for the newsletter, including "good news," are appreciated. Send them via e-mail to bob.jansen@ndus.nodak.edu.

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HRMS Training

appropriate administrative roles. Schedules have been provided to the campus implementation teams. Training for some additional HRMS roles is being provided via the WebEX system.

Training will be held later for the campuses that aren't going live with HRMS this summer: North Dakota State University, University of North Dakota, Minot State University and Minot State University-Bottineau. The Financial System training schedule for those campuses is being finalized.

State government training for HRMS and Finance users is continuing into August.

Username notifications will be made by e-mail

A username (also known as userID) is required along with a password to access ConnectND's PeopleSoft programs. Students will be advised of their username and password by e-mail, or by letter if they don't have an e-mail address. This will enable them to log onto Campus Connection, the self-service portal of the Student Administration system. The specific time frame for that notification hasn't been finalized. Faculty and some staff will also be logging onto Campus Connection.

Staff and faculty members with administrative duties will receive their username and password by e-mail in time for training. Some student workers in administrative offices will also have duties requiring entry to portions of the systems. Supervisors will be provided usernames for those student workers and will sign on for them—the student will not have their own access.

The access control process is outlined on the ConnectND Web site.

ConnectND IVN sessions

ConnectND general and topical updates have been recorded by the Interactive Video Network through Web streaming. The temporary [video archive](http://streaming.ndivn.nodak.edu/ndivn/) is now on the IVN site at <http://streaming.ndivn.nodak.edu/ndivn/>. Click "recorded calls" to locate archived video streams. Archived sessions are stored on the NDUS Training and Documentation Web site.

Ancillary projects status summarized

The University System is progressing with ConnectND ancillary projects:

- ◆ **Facilities** has an organizational structure and is training the functional team, verifying business processes and drafting implementation guidelines. FAMIS is the vendor with an estimated completion of June 30, 2005, for the three pilot campuses—State College of Science, North Dakota State University and the University of North Dakota.
- ◆ **Housing** is negotiating with its selected vendor, Adirondack Solutions. A project charter is being drafted by the steering committee, which includes members from Minot State University, NDSU, NDSCS, UND and Valley City State University. Estimated completion is June 30, 2005.
- ◆ **Parking** is negotiating with its vendor, T2 Systems. A steering committee with members from NDSCS, NDSU and UND is drafting a project charter. Estimated completion is Jan. 15, 2005.
- ◆ **ID Card** committee members continue to analyze solutions for issuing ID cards. Estimated completion is Dec. 30, 2004.

Vision Statement: *The NDUS supports a service-oriented environment where the focus is on providing students, faculty, staff and others access to information and services, at any time, from anywhere.*

Current status of the ConnectND project?

The oversight team reports are on the ConnectND Web site. The latest report codes the overall project status “yellow,” a cautionary status, based on the state side and five of nine campuses going live on track. The schedule portion of the report is “red,” based on an adjusted rollout of the remaining four campuses. The timeline for those schools is yet to be determined; the grants module is a major factor. Project risk is “yellow” due to the grants module and additional staffing needed for the project. Project scope is “green.”



State systems moving toward target dates

The state portion of the ConnectND project is on target to meet its revised schedule, as adjusted following the decision to modify PeopleSoft software and replicate the current payroll cycle for salaried employees. Pam Sharp, state project director, prepared the following go-live report for the legislative interim Information Technology Committee:

Financial Systems

All modules roll out September 2004 except:

- Employee expenses, to pilot agencies in October, gradually statewide in 2005.
- Budget and strategic sourcing modules, to the Office of Management and Budget in December, gradually statewide in 2005.

Human Resource Management Systems

- Recruit workforce and training administration in July.
- Benefits administration in August.
- Payroll module modifications and development of time entry enhancements in September. E-applications and self-service are also planned for September. Initial introduction of e-applications will be for viewing information. Additional roll-out will include self-service functions such as changing personal information, enrolling in benefits and viewing flex spending vouchers.

Portal

Base portal out to project team in June, features added and extended to subject matter experts in July, and rolled out to users with added functions in August and September.



NDUS security and access control process

Campus access control officers for Student Administration will be responsible for administering the access control for students on their campus. The local campus help desks will be able to unlock and reset passwords for students. NDUS Help Desk will be able to unlock and reset Student Administration System passwords for students, faculty and staff. For the HRMS and Finance systems, the NDUS Help Desk will create a Remedy ticket for any locked or password resets which will be assigned to the appropriate HECN ConnectND Security staff. (See [additional information on the NDUS Documentation and Training site.](#))

Here are the campus access control officers and alternates for Student Administration (SA), Human Resource Management Systems (HRMS), and Finance Systems (Finance).

Campus	SA	HRMS	Finance
Bismarck State College	Thomas Leno, primary; Kathie Bourgois, Mary Eisenbraun, Karla Gabriel and Jeffrey Jacobs, alternates	Rita Lindgren, primary; Linda Fossum, alternate	Karla Mongeon Stewart, primary; Susan Stockert, alternate
MSU-Bottineau	Paula Berg, primary; Luann Soland, alternate	Anne Bergeron, primary; Jim Borkowski, alternate	Jim Borkowski, primary; Anne Bergeron, alternate
Dickinson State University	Marshall Melbye, primary; Debra Dazell, alternate	Gail Ebeltoft, primary; Victoria Haaland, alternate	Mark Lowe, primary; Alvin Binstock, alternate
Lake Region State College	Toofawn Simhai primary; Edwin Pawlikowski, alternate	Toofawn Simhai primary; Edwin Pawlikowski, Joanne Kitchens, alternates	Toofawn Simhai primary; Edwin Pawlikowski, Joann Kitchens, alternates
Mayville State University	Cherine Heckman, primary; Lisa Ziegler, alternate	Janice Jorgenson, primary; Shawn Ogburn, alternate	Janice Jorgenson, primary; Shawn Ogburn, alternate
Minot State University	Lisa Haman, primary; Todd Enders, Anne Headrick and Lisa Johnson, alternates	Wesley Matthews, primary; Mark Anderson, Lisa Haman and Todd Enders, alternates	Mark Anderson, primary; Todd Enders, Lisa Haman and Robin Wagner, alternates
State College of Science	Ramona Breuer, primary	Elaine Wieser, primary; Peggy Torrance, alternate	Keith Johnson, primary; Carla Swenson, alternate
North Dakota State University	Neal Sitz, primary; Deb Ott, alternate	Colette Erickson, primary; Britnee Steckler, alternate	Gary Wawers, primary; Melanie Correll, alternate
University of North Dakota	Connie Gagelin, primary; Lori Hofland, alternate	Desmond Sporbert, primary; Patricia Hanson, alternate	Allison Peyton, primary; Sharon Berning, Lisa Heher and Kathie Howes, alternates
Valley City State University	Monte Johnson, primary; Dan Klein and Ann Thoreson, alternates	William Ament, primary; Ann Thoreson, alternate	William Ament, primary; Ann Thoreson, alternate
Williston State College	Lacey Madison, primary; Jan Solem, alternate	Nicci Strand, primary; Brenda Wigness, alternate	Nicci Strand, primary; Brenda Wigness, alternate

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.

Legacy System—An application in which a company or organization has previously already invested considerable time and money. Examples of legacy systems to be replaced by ConnectND are CICS (used by NDUS staff), ALFI (used by students) and SAMIS (used in state government).

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.

WebEX—A licensed program for interactive communication over the World Wide Web and telephone. Sessions can be recorded and archived.

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 in 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).

Fyi & updates

HEUG provides forum for sharing info on PeopleSoft



The Higher Education User Group, a not-for-profit organization, is a source of information from higher education systems and campuses using PeopleSoft products. The HEUG.Online Web site <http://www.heug.org/> is used by members to communicate, share and collaborate. HEUG membership is free and open to all employees of schools using PeopleSoft products.

How is ConnectND being implemented?

Under the leadership of a State Executive Steering Committee (co-chaired by Lee Vickers, president, Dickinson State University and Pam Sharp, director, Office of Management and Budget) and with the help of our implementation partner, *MAXIMUS*, the project is being implemented using a four-component approach.

Components 1 and 2:

These components include the five-phases of Initiation, Design, Development, Migration, and Post-production phases at the pilot sites.

Components 3 and 4:

These components include the five-phases of Initiation, Design, Development, Migration, and Post-production phases at all the non-pilot sites.

Links mentioned

- **Calendar:** http://www.nodak.edu/connectnd/calendar/index.php?action=show_month&month
- **Connect ND:** www.nodak.edu/connectnd
- **MAXIMUS:** www.maximus.com
- **North Dakota University System:** www.ndus.nodak.edu
- **PeopleSoft:** www.peoplesoft.com
- **State of North Dakota:** www.discovernd.com/

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 Web site [FAQ](#) (Frequently

Asked Questions) section. It's also a place to view the questions others have asked and the responses of the project teams.



More information, questions or comments: www.nodak.edu/connectnd
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