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**FACT Meeting Notes  
Monday, June 11, 2007  
3 – 4 pm; CSS 302**

Present: Lisa Besemer, Vicky Deur, Rob Wagner, Kathy Fisher, Denise Grinnell, Dave Steffens, Sara Dew, Melissa Dohnal, Bruce Gilchrist, Kim Graboskey, Kim LaTendresse, Lori Henderson and Adam Wetherell.

Absent: Jo Gerst, Bobbi Landreth, Sam Fattore, Don Flickinger, Kris Rasmussen, Craig Westman

1. **Marital Status in STVMRL** – The HR Team is in the process of implementing new features in Employee Self-Service. The ability to update Marital Status is one of them. As of June 11, 2007 we have 100+ records that are using the Separated and Domestic Partner codes. These codes are not valid for Ferris. However, the FAFSA import process for Financial Aid includes “Separated” and uses it to calculate rates.  
**Follow-up** – Bruce G. will update the Domestic Partner records in SAND then delete the entry from the STVMRTL table. Kim L. will then verify the entry is no longer valid as a drop down in ESS. Jo Gerst and Kristen Salomonsen will be contacted to confirm whether or not there is currently any use of these codes. If testing works and positive confirmations are received, the “Domestic Partner” and “Separated” records will be ‘cleaned up’ in GOLD. Financial Aid will use a status of “Married” if any PERS records need to be created for a separated application. The Financial Aid system has another means of tracking those with a “Separated” status.
2. **Name Changes for Non-Employees** – There was much discussion on this topic. Employment wanted clarification on how to handle name changes for the Pharmacy/Optomety non-paid faculty that FSU is trying to track. The Student side has concerns regarding Ferris’ legal requirements related to licensing and official transcript.  
**Resolution** – To avoid potential problems/legal issues, name changes will be performed manually in Ferris Connect. This will give students a way to know “who” they are emailing.
3. **Updates**
  - a. **ODS** – Denise G. reported that the ODS loaded correctly and is working. She also reported that refreshes are taking less time (30 minutes to 1 hour).
  - b. **Migration** – Kathy F. reported that migration is going well.
  - c. **PCI requirement** – Kim G. reported that we must be compliant for all Pcard (credit card) machines regarding vulnerable data this year. She was sent an assessment questionnaire to fill out. The written report is due Aug. 1. Testing must be complete Sept 1. She will work directly with Technical Services to complete the assessment questionnaire.
  - d. **WebFOCUS general training scheduled for June 27th** – The training will be conducted by the student side. They have had 15 participants sign up at this time.
  - e. **Open Enrollment** – Kim L. reported that Open Enrollment went live June 12. We have had over 40 employees start the process. It’s going well.
  - f. **Xtender** – Sam F. reported that we’re close to production on this. The production date is July 1, 2007.

*Submitted by Kim LaTendresse*