

BANNER OVERSIGHT COMMITTEE

Minutes of Meeting _March 16, 2010

- **Call to Order:** The meeting was called to order at 1:30 pm in DL 426.
- **Members Present:**

Present	Cheri Musgrave	Financial Aid	BUG-T voting member
	Myke Watts	Computing Services	BUG-T non-voting member
Present	Bob Walker	FIT	BUG-S voting member
Present	Nadine Hamrick	Financial Aid	BUG-S non-voting member
Present	Mike McGuffey	Institutional Research	BUG-S non-voting member
Present	Glenna Racer	HR	BUG-H voting member
	Erica Thomas	HR	BUG-H non-voting member
	David Daniel	Computing Services	BUG-L voting member
Present	Juanita Parsons	Controller's Office	BUG-L non-voting member
	Garnet McKinley	Budget Office	BUG-L non-voting member
	Selah Wilson	Controller's Office	BUG-F non-voting member
Present	Brent Maynard	Computing Services	
	Brian Morgan	Academic Affairs	Provost's Proxy non-voting
Present	Mary Ellen Heuton	Controller	BUG-F voting member
Present	Arnold Miller	Computing Services	
Present	Jennifer Wood	MURC	BUG-R voting member
	Karla Murphy	MURC	BUG-R non-voting member
	Tim Weingart	IT	
	Jan Fox	IT	
Present	Jon Cutler	IT	Guest-New Business

- **Minutes:** The minutes for February 16th, 2010 meeting were reviewed and approved after correction.

CORRESPONDENCE

- No correspondence was presented.

USER GROUPS

- **BUG-T:**

Bob Walker discussed the Supplemental Data Engine (SDE) and reviewed functionality. It is table based and not form based

Brent Maynard reviewed the new face of Self-Service and Luminous Channels.

- **BUG-F:**

Did not meet.

- **BUG-H:**

Glenna indicated that EPAF's were open for summer faculty for this fiscal year.

- **BUG-S:**

Arnold discussed what was still on the agenda to accomplish.

Jennifer Wood indicated Corey McNeely has been charged with what data is outside MURC's old data base and wanted to know if the data was still accessible. Brent

indicated base is still there and Arnold indicated we will need to have a statute of limitation for the data. It was decided that Jennifer will decide what data is needed and will work with Brent regarding access.

- **BUG-R:** No report.
- **BUG-L:**
Mary Ellen discussed online training exploring options for online. Arnold indicated within blackboard a site was set up for internal training. WVNET still exists within the consortium.

Also indicated there are quarterly Statewide Directors meetings. There has been a Demonstration of SunGard Academy with \$150,000 contract fee but with a consortium MU's part would be prorated if we determined it was usable. The group was charged to determine if this was something MU would be able to use.

OLD BUSINESS

- **BOC Policies and Procedures:** No discussion
- **Multiple PIDM/SSN Records:** No discussion
- **myMU:**
There was a discussion regarding roles within myMU and the new look & feel of myMU once the main MU website is updated.
- **Performance Problems:**
Bob indicated there had been a problem related to invoices and encumbrances and have recompiled the processes. At this time they were not sure all issues had been resolved.
- **Schedule of Data Rollback from Prod to Preprod:**
This was discussed again as the Financial Aid Office would like to have a data base that has up to date data for testing, however, we run the risk of losing data that other areas are currently testing.
- **Identity Management:**
- **Account Maintenance/ Security Issues: No Report**
- **Privacy Issues: No Report**
- **Oracle Critical Patch Update:**
Myke typically has a critical patch. When applying these patches there is a short outage with Banner the last to go down and the first to be brought back up online.

Banner Document Management Suite:

BDMS is still progressing in Pre-Production with Financial Aid still waiting on their scanner.

NEW BUSINESS

- Jon Cutler discussed Information Security and his charge of creating a policy for MU. Currently we have used a 2003/04 model of the State of WV Policy. This however, does not meet the mission of the institution. This policy must be stated

clearly and protect institutional data. The comment was made that even though individuals have access to Banner does not mean that everyone should have access the social security number. Jon has reviewed Carnegie Mellon's Policy as well as other institutions' policies. Carnegie Mellon uses Information Security Roles & Responsibilities of Data and Data Classification Security. Jon indicated he wanted to work with the BOC Committee on this policy.

Arnold indicated we have never used data element security. We have student data, financial data, data outside the institution, private, and restricted data.

Jon will get a current draft of Security Policies, security roles, custodian and user data security roles and will email them to this committee for review.

- Brent Maynard discussed the number of available ID's remaining – approximately 470,000 in the 901 series.
The committee discussed the concern of moving all prospects (approximately 70,000) to which some are now students from Connect2 into the Enrollment Management module of Banner. The consensus was that they should be loaded and we will worry about availability of ID's in the future.

The meeting was adjourned at ___3:30___ pm.

The next BOC meeting will be ___April 20, 2010 at 1:30 pm in DL 426.

Respectfully submitted by Nadine Hamrick