

BANNER OVERSIGHT COMMITTEE

Minutes of Meeting August 18, 2009

- **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
Present	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
Present	David Daniel	Computing Services	BUG-L voting member
Present	Juanita Parsons	Controller's Office	BUG-L non-voting member
Present	Garnet McKinley	Budget Office	BUG-L non-voting member
Present	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 Houten	Controller	BUG-F voting member
Present	Arnold Miller	Computing Services	

- **Minutes:** The minutes for July 2009 were reviewed and approved.

CORRESPONDENCE

- No correspondence was presented.

USER GROUPS

- **BUG-T:** Bob reported that Bug-T discussed the Banner upgrade.
- **BUG-F:** No report
- **BUG-H:** No report
- **BUG-S:** No report
- **BUG-R:** No report
- **BUG-L:** There was a discussion on limiting the update access on SPAIDEN because of the sensitive nature of this information. A motion was made by Myke and seconded by Nadine to extend update access to the Director of the MU ID Office to be used on weekends or non-business hours only. The Director will need a request signed by his/her supervisor for such access and will need to attend training on this form before access is granted. The committee also discussed additional options for limiting access to SPAIDEN based on job functions. A motion was made by Mary Ellen and seconded by Myke that the following be instituted: (1) A new person in a job function that currently has update access to SPAIDEN will need to have approval from their supervisor and attend training on this form before being granted access. (2) A job function not previously having update access to SPAIDEN, must apply for access through the BUG-L committee, which will review the request and make a recommendation to BOC. BOC will either approve or deny the request. All motions carried unanimously.

OLD BUSINESS

- **BOC Policies and Procedures:** No discussion
- **Multiple PIDM/SSN Records:** No discussion
- **myMU:** No discussion
- **Performance Problems:** The payroll problem occurring last month was resolved.
- **Schedule of Data Rollback from Prod to Preprod:** Nothing will be updated on Preprod (Banner 8.1) until after the upgrade in September.
- **MCTC Separation:** MCTC employees have been removed from the exchange account. Only certain MCTC finance people have access to Banner finance for historical purposes. The contract between MU and MCTC has yet to be finalized.
- **Data Archiving:** No discussion
- **MURC Employees:** Arnold said IT still needs a directory of current employees for MURC.
- **Reporting Needs/Solutions:** No discussion
- **Account Maintenance/ Security Issues:** There was a discussion on how to update the listing of current Banner users. Some options suggested were: (1) Deactivate users who have not signed into Banner after six months. (2) Deactivate student employees at the end of each semester. (3) Explore identity management programs that would help with this issue. The committee decided further discussion was needed on this topic.
- **Privacy Issues:** No discussion
- **Oracle CPU:** No discussion
- **Software Purchase**
 - **Finance/Employee Self-Service:** This is ready for testing once Banner 8 has been implemented.
 - **Document Management/Imaging:** Training will be scheduled sometime in October for the technical side and November for the end-users.
 - **ODS & EDW:** This will wait until Banner 8 is implemented. Jan Fox would like to see a demonstration of the enrollment management program.
 - **WINSTAR/FSA ATLAS:** This is now running in production.
- **Banner 8:** The Banner 8 upgrade is scheduled for Labor Day weekend. Testing continues and offices will receive sign-off sheets for approval of the upgrade prior to the implementation.

NEW BUSINESS

The meeting was adjourned at 3:00 pm.

The next BOC meeting will be September 15, 2009 at 1:30 pm in DL 426.