

BANNER OVERSIGHT COMMITTEE

Minutes of Meeting June 17, 2003

- **Call to Order:** The meeting was called to order at 1:35 p.m. in dl 426.
- **Members 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
	Nadine Hamrick	Financial Aid	BUG-S non-voting member
Present	Mike McGuffey	Institutional Research	BUG-S non-voting member
	Glenna Racer	HR	BUG-H voting member
Present	David Daniel	HR	BUG-H non-voting member
	Sharon Rutherford	Payroll	BUG-H non-voting member
	Larry Barnhill	Accounting	BUG-F voting member
Present	Selah Wilson	Accounting	BUG-F non-voting member
	Kelley Smith	Accounts Payable	BUG-F non-voting member
	Bill Shondel	Purchasing	BUG-L non-voting member
	Carol Kolski	Accounts Receivable	BUG-L voting member
	Kimberly Skeens	MURC	BUG-R voting member
	Corely Dennison	Academic Affairs	Provost's Proxy non-voting
Present	Terri Tomblin-Byrd	Computing Services	BUG-F non-voting member

- **Minutes:** The minutes from the previous meeting were handed out at the meeting and will soon be posted to the Banner website. No corrections were made.

CORRESPONDENCE

- None

USER GROUP REPORTS

- **BUG-T:** No report.
- **BUG-F:** Selah reported that the group met and discussed the security policy and issues with Jan Fox. Many of the items discussed have been discussed during our BOC meetings and that information was shared with Jan. The group is working on updating the internal user's training manual. The Pcard portion of Banner is being tested in PreProd. Terri asked if there was an implementation date in mind. Bob said he thought it was 8/1/2003. They talked briefly about workflow and the desire to process the Finance Privilege Request Form.
- **BUG-H:** Sharon reported that they are changing the way that they are doing aci so that the roll process will function properly. The usergroup membership was reduced to 6 people. Jim will continue to send the minutes to the original group. The EPICS interface is progressing now that we have the privs to test on the system.
- **BUG-S:** Myke Watts reported the new NW rsts code is now being considered for an ests code. Michael talked with our FERPA rep concerning the emailing of test scores. He supported our recommendation to have the current paper output pickup secured with a signature. In addition, he conveyed the need to guarantee that the intended recipient of the electronic test score output is the only one that can receive it and that it be encrypted while in route to the intended recipient.

- **BUG-R:** No report
- **BUG-L:** David reported the group did not meet.

OLD BUSINESS

- **BOC Policies and Procedures:** No report
- **Multiple PIDM/SSN records:** Software product email forward on to Bob C. Terri asked Sharon if Glenna had discussed the Presentation of SSN card issue with her. Sharon said no, but did tell Terri that the card will need to be presented and not to assume the one they are being paid under is the “correct” one.
- **myMU:** no discussion.
- **e~Print/FormFusion:** Myke reported that our technical problems have been solved.
- **eVoter application:** no discussion
- **GOAINTL:** Still no progress on this one.
- **“Bad Mailing Address” procedure:** Mike reported that there is now a single source code in Production (RPM – Returned Paper Mail) that is currently being used to record the receipt of returned mail for a PR address. There are no holds being placed at this time. Several tasks need to be accomplished prior to the placement of the holds.

NEW BUSINESS

- **None**

The meeting was adjourned at 2:10pm.

- The next BOC meeting will be July 15, 2003 at 1:30pm in DL 426.
- SCT Users Group Meeting: Spring 2004, Philadelphia, PA