

## BANNER OVERSIGHT COMMITTEE

Minutes of Meeting May 15, 2001

- **Call to Order:** The meeting was called to order at 2:10 p.m. in dl 426.
- **Members Present**

Present	Cheri Musgrave	Financial Aid	BUG-T voting member
Present	Myke Watts	Computing Services	BUG-T non-voting member
	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
Present	Glenna Racer	HR	BUG-H voting member
Present	Deirdre Carrico	Budget	BUG-H non-voting member
Present	Sharon Rutherford	Payroll	BUG-H non-voting member
Present	Larry Barnhill	Accounting	BUG-F voting member
Present	Selah Wilson	Accounting	BUG-F non-voting member
	Kimberly Skeens	MURC	BUG-R voting member
	Terri Tomblin-Byrd	Computing Services	BUG-F non-voting member

- **Minutes:** Minutes were not available for review.

### CORRESPONDENCE

- None

### USER GROUP REPORTS

- **BUG-T:** Bob Walker stated that the Tech group discussed possible Oracle products that may be made available to the University from the new contract being negotiated between Oracle and WVNet.
- **BUG-F:** Larry Barnhill stated that the Finance group was currently working on Year-end Closing, Fixed Assets, and the HR-to-Finance Interface. Larry also stated that they would be requesting a rollback of Production HR and Finance to Preproduction in the near future. Larry further stated that they would be updating the Chart of Accounts to reflect the changes made at the state level.
- **BUG-H:** Glenna announced that they were currently processing the Mid-April 2001 payroll in BANNER. Glenna stated that they were currently working on policies for departments to us for which positions are applicable to a particular situation in BANNER HR. Glenna also stated that they were still testing the EPAF process and had approved two types: hire of a 9 month Faculty position and hire of a classified staff position. Glenna further stated that they were working on Graduate Assistants and Work Study hires, but were getting an error stating that only the originator or superuser could modify the EPAF document.
- **BUG-S:** Bob Walker stated that the student group had reviewed the Training policies and discussed the Campus Pipeline product in their meeting.
- **BUG-R:** No Report

### OLD BUSINESS

- **BOC Policies and Procedures:** Terri sent these on to the ITC for review/approval however, Bob Walker announced that the Policies and Procedures were not presented to the ITC in their last

meeting and stated that the Policies and Procedures should be reviewed and voted on during the next ITC meeting.

- **Name/Address (General Person) Ownership:** no report
- **Duplicate PIDM/SSN records:** no report
- **Training Issues:** Each member of the BOC has sent the draft document to their respective groups for review. The request was made to table a vote on the draft until next month's meeting
- **Banner 5.x point release upgrade schedule:** no report
- **Oracle 8 upgrade** – The upgrade to Oracle 8.1.6 will take place on Memorial Day weekend.
- **Oracle Application Server** – no report
- **Web for Students: Schedule of Courses Baseline Modification Request** – The ITC approved this baseline modification request.

#### **NEW BUSINESS**

- **Campus Pipeline** - Bob Walker announced that there was a committee forming for the implementation of Campus Pipeline. Bob stated that the first meeting of this committee was scheduled for Friday, May 18th. Anyone interested in Campus Pipeline should contact Terri Byrd.
- **General Person Entry Form** - Glenna Racer distributed a copy of the BANNER HR Person Data Entry Form that was developed by the BUG-H group. Glenna stated that this form was available on the web (URL <http://www.marshall.edu/banner/hris/hrispoll100.htm>) Glenna asked everyone to review this form and pass along comments. Glenna further stated that she hoped that usage of this form could become part of policy this summer to help reduce the number of problems with new hires.
- **Rollback of Production data to Preprod** - It was suggested that the group investigate what it would take to rollback the data from all of the products in Production to Preprod on a regular basis to assist with the testing of new releases and problems that are encountered in Production. Further statements were made stating that not all of the historical data from all systems may be required, but that two to three years of data would provide a good basis for testing.

**The meeting was adjourned at 2:45pm.**

- The next BOC meeting will be June 19, 2001 at 1:30pm in DL 426.
- SCT Summit Spring, 2002 in San Francisco.