

Banner Finance Project Minutes
Wednesday, April 3, 2001

Larry called the meeting to order at 2:00 PM in room 230 OM.

BUG-F members present were – Herb Karlet, Larry Barnhill, Ted Massey, Bill Shondel, Bindu Mannan, Linda Mills, Kelley Francis, Sharon Rutherford, Selah Wilson, Barry Beckett, Perry Chaffin and Sandie Means. Carol Stinson was also present as a guest related to the useful lives and GASB 34/35 discussion on the agenda.

There were no corrections to the minutes of the February 7, 2001 meeting. There was no meeting in March 2001.

There was no correspondence to the committee.

Subcommittee Reports:

- Larry presented the Banner Oversight Committee report. The Oracle 8 upgrade has been scheduled for Memorial Day weekend. The BOC Policies and Procedures manual has been submitted to the ITC. It has been approved that Navigational Training will be required of all new Banner users.
- Departmental Reports subcommittee report was presented by Selah. The 2nd half of March payroll benefits charge report has been received from Payroll and entry should be finished by April 13. February reports have been distributed.
- Interfacing and Security had nothing new to report.
- Budget had nothing new to report.
- Grants and Contracts had nothing new to report.
- HR Interface subcommittee report was presented by Perry. December 31 payroll has been processed in production but cleared prior to feed into Finance. New issues and concerns related to persons on leave of absence have been identified and are being investigated. The Payroll Office is now entering all PAR's into Banner HR.
- AR Interface report was given by Barry and Larry. The emphasis of this subcommittee has been devoted to the requirements of GASB 34 related to scholarship allowances and discount requirements.

Old Business

- The year-end closing schedule has been distributed to campus users and reminders sent as deadlines approach. Testing of the year-end closing processes will be tested again in preproduction to identify any issues that may have come up in the current version of Banner Finance.
- FY 2002 Budgets should be ready by the June 1 date with some clarification information sent to the departments to indicate that new year

- enrollment and appropriation balances should be available by June 1 with estimated carry over and actual carry over budgets available after July 1.
- Banner Releases 5.0 and 5.1 were discussed with primary concern expressed related to requirements of GASB 34/35. Larry reported that he should be able to provide more insight into these issues after the SCT Summit scheduled for April in Toronto.

New Business

- Approval Queues were discussed related to issues of some documents routing to incorrect queues. Bill and Sandie would work together on this issue to correct the routing if necessary.
- Fixed Assets Useful Life and GASB 34/35 Implementation was discussed with Herb asking Perry and Bill to work on adapting the useful lives scheduled approved by the WV public higher education system institutions.
- Perry and Larry reported that the HR to Finance interface was progressing in the preproduction data base and that we had been able to determine where information was entered on the HR side to feed information to Finance. Testing of this component is continuing.
- Terri reported that there was a patch for the security issue reported by Larry on the FGIBDST screen allowing users to leave the fund blank without master fund security. The patch for this (FGIBDST Form 4.2.0.3) will be available for testing in preproduction.
- Terri reported that there may be some anomalies in the preproduction database while testing of Oracle 8 occurs. We should continue to report any problems as they arise.

The following meetings and announcements were made:

- The next BUG-F meeting is scheduled for May 2, 2001 at 2:00PM in the Yeager Conference Room (230 OM)
- The SCT User's Group meeting (Summit) will be held on April 8 - 11, 2001 in Toronto.

The meeting adjourned at 3:30 PM