

BANNER Users Group Meeting

MINUTES

12-03-98

- Call to Order
The regular meeting of the BANNER Users Group was called to order at 2:10 p.m. in the Academic Affairs Conference Room, Old Main Room 103.

Ms. Terri Tomblin, Computing Services
Mr. Myke Watts, Computing Services
Ms. Cheri Musgrave, Financial Aid
Ms. Nadine Hamrick, Financial Aid
Ms. JoAnn Wetherall, Residence Services
Mr. Ken Shields, Library
Ms. Pat Gebhart, Enrollment Management
Ms. Linda Templeton, Admissions
Ms. Donna Spindel, Associate Deans
Ms. Donna Mauk, Registration
Mr. Ken O'Neal, South Charleston Campus
Mr. Mike McGuffey, Institutional Research
Mr. Bob Walker, Finance Information Technology
- Minutes
The minutes of the previous meeting were distributed at the meeting and mailed electronically. Hearing no objections, the minutes were approved.
- Correspondence – No Correspondence
- Committee reports
 1. Subcommittee on Billing – No Report
 2. Subcommittee on CAPP – No Report
- SCT Summit – SCT Summit will be in Orlando, Florida, March 28th – 31st. Conference information is located at <http://www.sctcorp.com/summit>
- Old Business
 1. Marshall E-course Policy – No Report
 2. Missing Address Information – Terri Tomblin stated that she had not checked to see how many students had changed their addresses through the web in response to the email she sent about incorrect addresses for Graduate Students. Donna Mauk stated that they were receiving about 10-15 email messages a day to change addresses. Ken O'Neal asked what email addresses this mailing was sent to. Terri stated that it was sent to the @marshall.edu address. Ken stated that he thought that most South Charleston campus students probably did not know they had this email address.
 3. MILO – Terri Tomblin stated that MILO VR is still running on the previous system and was not updated as planned during the Thanksgiving break. Terri explained that the new system had to be installed for MILO VR to work with the BANNER 2000 upgrade. Terri further explained that they were having trouble getting the application processor to communicate over the network. Terri stated that they would be working on getting the application processor to communicate over the next few weeks.
Terri Tomblin stated that MILO VR and WEB should be available for the December registration. Donna Mauk stated that it appears to be working. Donna further stated that

MILO would not let a student register for a class that had a prerequisite in which the student was currently enrolled. Donna went on to state that the High Demand Course policy was not being enforced on MILO. Terri Tomblin stated that she was currently looking into these issues.

Terri Tomblin stated that unless there was a large objection the Web for Faculty implementation would be moved to the spring semester. Terri explained that since the upgrade did not go as planned the Web for Faculty would need to be modified to work in the current production instance. Terri further explained that this would not allow for testing of the system and that it would be best to wait until testing could be performed. Terri stated that she hoped to have Web for Faculty up for testing when the spring mid-term grades are due.

4. Kiosk Student Interface Software – No Report
5. Moving from Terminals to PCs – No Report
6. BANNER Documentation – Terri Tomblin stated that during the upgrade the implementation team discovered a possible problem with accessing documentation in BANNER GUI. Terri explained that the parameters for viewing the BANNER documentation in GUI were at the user level. This means that they would need to update a specific table to indicate to BANNER how to display the documentation. Terri further explained that this was not as much of a problem for current users because they could just update everyone at once. Terri stated that the problem would be how to update the table for new users. Terri stated that they were investigating a solution to this problem.

Terri Tomblin stated that users would be able to access the documentation through the web. Terri explained that the documentation would reside on MUINFO and would require a username and password on that system to access the BANNER documentation.
7. Electronic Data Interchange (EDI) – No Report
8. Human Resources/Finance – Bob Walker stated that the SCT Finance consultant was scheduled to be on campus during the week of December 7th.
9. Merging both Marshall and SC Campus into one Database – Terri Tomblin stated that the Final Database merge of Grades should occur the weekend of December 6th.
10. Computer Technology Group – Terri Tomblin stated that they were looking for a new person to lead this group. Anyone interested in leading this group should contact Arnold Miller.
11. Registrar's Printing of Schedules – No Report
12. Performance and Priority Issues – No Report
13. Cleaning up BANNER Database – No Report
14. BANNER Client/Server – Terri Tomblin stated that she had had two reports of the BANNER GUI being slower than before the upgrade. Ken O'Neal stated that it was much slower on the South Charleston Campus. Myke Watts stated that he thought the problem may be in the network communication between the campuses because he was experiencing similar problems with slowness when communicating with the South Charleston Campus from the Huntington Campus.
15. MUNET e-mail addresses in BANNER – No Report
16. ORACLE upgrade in preparation for BANNER 2000 (3.0) – Terri Tomblin stated that the OpenVMS and Oracle Database System were upgraded along with the Test and Preprod instances of the BANNER System, which were upgraded to BANNER 2000. Terri further

stated that the Test instance was accessible in GUI and that the Preprod was not accessible at this time. Terri stated that they tested the BANNER 2000 in character mode and it appears to run fine. Terri further stated that they hope to have the Production instance upgraded to BANNER 2000 in early January.

Terri Tomblin stated that they would not be able to “push” the new BANNER 2000 to the desktops because of problems with the SMS server.

17. College Divisions impact BANNER? – No Report
 18. Subcommittee on Software Modifications and Reporting – No Report
 19. General Person Data Ownership – No Report
 20. BANNER User Group Paradigm Shift – No Report
 21. BANNER Reporting Needs – No Report
 22. Legacy GC alumni information – No Report
 23. Rolling Student Types – Mike McGuffey stated that he, Roberta Ferguson, and Pat Gebhart had looked at the process and decided that now was not a good time to implement rolling. Mike explained that the process as delivered in BANNER creates new student rows when the student is rolled. Mike further explained that this would effectively double the amount of student rows in the system. Mike went on to explain that a program would probably be developed which would update the current row instead of creating a new one.
Pat Gebhart stated that while investigated this issue, they had discovered information about how and why the Admit Term was being changed. Pat stated that if a person accidentally changed this field then the user could not exit the form unless they entered the current date. Pat stated that they had requested that the form that allows entry into this field from the deans’ menu.
 24. Reminder of phase out of MUVMS4, MUVMS5 - Dec 30th, 1998 – Terri Tomblin re-stated that everyone needs to move everything they wish to keep from MUVMS4 & MUVMS5 before December 30th. Terri also stated that everyone needs to check their email and unsubscribe to lists that may send email to either MUVMS4 or MUVMS5.
- New Business –
 1. Special Characters in Codes – Mike McGuffey stated that he has been having problems with codes that contain special characters like &, %, #, ~, ` . Mike would like it stated that the users group urges users of the system to use ONLY numbers and uppercase letters in their codes and not to use special characters.
 - Announcements
 - Next Users Group Meeting: January 7th, 1999
 - BANNER Training:
 - SCT Users Group Meeting: March 1999, Orlando, FL
 - Adjournment – The meeting was adjourned at 2:55 p.m.