

BANNER USERS' GROUP – STUDENT
MINUTES OF MEETING – July 13, 2011
Prepared by Elizabeth Hanrahan

Pat Gebhart called the meeting to order at approximately 10:00 a.m. in DL 439.

Members Present:

Sonja Cantrell	Registrar
Pat Gebhart	Computing Services/Academic Affairs
Nadine Hamrick	Financial Aid
Elizabeth Hanrahan	Academic Affairs
Leslie Lucas	Graduate Admissions
Brent Maynard	Computing Services
Arnold Miller	Computing Services
Mike Smith	Institutional Research
Bob Walker	Finance
Myke Watts	Computing Services
Tim Weingart	Computing Services
Howard Young	Housing and Residence Life

Minutes: The SSN masking will be placed on pre-prod or ban stage rather than production. Minutes from June 2011 meeting were approved as revised.

Prior to the discussion of any agenda items it was discussed about BUG-S meeting each month on ongoing issues and Elizabeth suggested that timeframes be noted for each agenda item.

Banner Oversight Committee (BOC) – Discussed the need for a PR address type for use by the office of communications. It should be hometown rather than address so press releases would go to the correct newspapers.

Old Business:

- **MyMU/Milo-** No Report
- **Human Resources/Finance** – Human Resources is going through year-end close. Banner finance will be shut down again Friday, 7/15 beginning at 2 pm to do another year-end roll. Juanita will send an email to the Banner Finance Users Group regarding the shutdown.
- **Performance and Priority issues** - No Report
- **Multiple PIDM/person-** Financial Aid finds some every week and follows the established protocol to resolve them.
- **Oracle release** – The next update will be applied in August before school starts.
- **Digital Measures** – LCOB is using Digital Measures for AACSB accreditation reports and they have also been adding LCOB adjuncts to the system.

- **Document Management suite** – The Banner finance module needs to be updated to version 8.2 and then a base install of BDMS 2 will be completed. It needs to be confirmed by David Daniel how long it will take for the templates already developed to be installed into production. *Timeframe: September for updates to begin.*
- **Faculty Advisor/myMU Hold** – Myke stated they have had several requests for mass updates to advisors and they declined due to the overwriting of history which might occur, and it was unclear what population of students to change. Once Campus EAI is installed this effort will be revisited. *Timeframe: Full Installation of CampusEAI by summer 2012.*
- **SSN Masking** – The documentation for using the SSN masking is confusing as to what steps need to be followed. *Timeline: late September for installation into pre-production.*
- **MAP-Works** - No Report
- **Banner enrollment management suite** – Scott Taylor and Tim Weingart are participating in the training this week in pre-production. SunGard had to re-install the software as SunGard's prior attempt was not successful. To fully implement EMS will be a big install; a new server and 8 new databases will be needed. *Timeframe: Starting in mid-October.*
- **Common matching when Creating Person Records** - No Report
- **CAPP** – Bill Biggs is working with Pat on CAPP. A current issue is CAPP assigning final grades in courses which are in progress. Pat has found documentation of other institutions that had the same issue and then installed some patches, but Marshall already has the patches installed. There are about 1,200 CAPP users among the Banner institutions.
- **Faculty Channels** – Remove from Agenda.
- **Bad Address Hold Process** – Nadine reported that financial aid has to manually update the PR address for students who have a bad address and have student loans. The loan creation process uses the PR address in all loan records and will not extract the record to send to the Department of Education (DOE) if the address is considered a “bad address”. An error report is received which requires Financial Aid to manually update the address in the loan record and it will then be extracted with the next batch sent to DOE. However if the student requests an additional loan the loan record is again not extracted and we restart the process as we only solved the extract issue and not the source issue. Our students receive multiple loan types so the correction could be to as many as three loan records at a time. *Timeframe: The process will be reviewed and a timeframe established in August.*
- **Enforcement of Undergraduate Readmission Policy** - On hold for August or September
- **Implementation of eSCRIP - SAFE Electronic Transcripts** – A training session will be held at 2:00 pm today.
- **CampusEAI** – We are still in the initial stages. Kevin Byrd is taking the technical lead on the project. *Timeframe: Full implementation by summer 2012 for incoming freshmen.*

New Business:

- **DegreeWorks** - There was discussion in the Associate/Assistant Deans meetings about DegreeWorks, which used to be a third-party application for Banner and is now somewhat

supported. Two schools in West Virginia currently are actively using it: WVU and Bluefield State. WVNET is putting together a statewide contract for DegreeWorks and they announced training and Marshall was not included in the training. There is still the potential for Marshall to be included. The work that was completed for CAPP will be of great help if it is determined to adopt DegreeWorks. Also, CAPP is still anticipated to be available to students in the very near future as it will involve quite a bit of planning and resources to have DegreeWorks fully functional.

Secretary Rotation:

August 2011 – Bursar

Adjournment: Meeting was adjourned at approximately 11:10 a.m.