

BANNER USERS' GROUP--STUDENT
Minutes of Meeting October 3, 2002

- **Call to Order:** Terri Tomblin-Byrd called the meeting to order at 2:10 in Old Main 103.
- **Members Present:**

Cheri Musgrave	Financial Aid
Bob Walker	Finance
Mary Waller	Registrar
Myke Watts	Computing Services
Terri Tomblin-Byrd	Computing Services
Ken O'Neal	South Charleston Campus

- **Minutes:** The September 2002 minutes were approved as electronically distributed.
- **Correspondence:** None

COMMITTEE REPORTS

- **Subcommittee on Billing:**
No Report.
- **Subcommittee on CAPP:**
Mary Waller reported that the Registrar's Office was in contact with a school in the Georgia system that was using CAPP to discuss their implementation and usage of CAPP. Mary also stated that the Registrar's Office was discussing how transferring student credit was being entered into the BANNER system in relation to CAPP with the Admissions Office.
- **Banner Oversight Committee (BOC):**
Bob Walker reported that the BUG-L presented the Navigational Training Requirement to the BOC.

OLD BUSINESS

- **MILO:**
No Report
- **Human Resources/Finance:**
Bob Walker reported that the BUG-H was reviewing a complaint sent by a Faculty member who was questioning the requirement of SSN on a document to the state.
- **Performance and Priority Issues:**
No Report.
- **General Person Data Ownership:**
Dan Holbrook presented the entry of faculty "Person" information into Banner and entering TA's with teaching assignments into Banner to the Associate Deans as items for discussion at their most recent meeting.
- **Banner Student Privilege Request Form:**
No Report.
- **Duplicate PIDM/Person:**
No Report.
- **Printing Students' Schedules:**

Terri stated that Mike Adkins looked at the printers in the Registrar's Office and determined that Hewlett-Packard External Jet-Direct boxes would be needed to network the existing printers. Terri explained that there were different configurations of the Jet-Direct boxes and that the Registrar's Office should contact Mike Adkins if they are interested in using the Jet-Direct boxes to network-enable their PC printers.

Ken O'Neal stated that he would like some assistance in setting up the Sleep/Wake process for Transcripts. Ken stated that assistance over the phone would be fine. Terri suggested that if the Registrar's Office was interested in using the Sleep/Wake process for printing student schedules that there could be a small training session with Ken and the Registrar's Office about implementing Sleep/Wake.

Ken O'Neal stated that he needed a print queue on MUIINFO configured to print the transcript correctly. Terri took a sample copy of the transcript and said she would look into it.

- **myMU:**
No Report.
- **Legislative Bill:**
Terri stated that Michael McGuffey has written a policy that was distributed to deans and faculty, but has not provided that policy to her for posting on the Banner Web site.
- **April 5.3.x Releases:**
Terri stated that the Production Upgrade to 5.3.x is scheduled for the weekend of October 26th/27th or November 2nd/3rd depending on the status of the Oracle Application Server (MILO Web). Terri explained that she was in contact with Oracle about getting the OAS running with the 5.3.x release but that they have not solved the problem(s) yet. Terri indicated that she would let the Banner community know in advance when the upgrade would occur.
- **September 5.4.x Releases & Final Regs:**
Terri stated that the September 5.4.x releases of BANNER had been released by WVNet and were available for us to install. Terri stated that she would have these release notes posted to the Marshall Banner website and asked everyone to review these to see if there were any thing in this release that was critical to your area.

NEW BUSINESS

- **Navigational Training Requirements:**
Terri announced that the Navigational Training Requirement would begin to be enforced on October 15th. Any NEW employee who requests a Banner account will be required to attend BANNER training. The training is held at the beginning of each pay period to minimize the time between hiring and available training.
- **MUIINFO Power Supply Replacement:**
Terri announced that the Power Supply replacement for MUIINFO has been scheduled for Tuesday, October 22nd. Terri explained that all applications that use MUIINFO (Banner, Resource25, etc.) would be unavailable from 8am to 9:30am that day.
- **Location of BUG-S Meeting:**
Ken O'Neal suggested that the BUG-S meeting be moved to a room with Polycom connectivity. This would allow remote locations to participate in the meeting by passing video and audio back and forth between the locations. Terri stated that she would look into the availability of both the room and the Polycom system and get back with this group. Terri indicated that to accommodate the use of the Polycom that the meeting time may have to be changed also.

ADJOURNMENT

- Meeting was adjourned at 2:40p.m.

ANNOUNCEMENTS

- The next BUG-S meeting will be November 7, 2002.