

BANNER OVERSIGHT COMMITTEE

Minutes of Meeting _June 15, 2010

- **Call to Order:** The meeting was called to order at 1:40 pm in DL 426.
- **Members Present:**

Present	Cheri Musgrave	Financial Aid	BUG-T voting member
	Myke Watts	Computing Services	BUG-T non-voting member
Present	Bob Walker	FIT	BUG-S voting member
Present	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	Erica Thomas	HR	BUG-H non-voting member
Present	David Daniel	Computing Services	BUG-L voting member
Present	Juanita Parsons	Controller's Office	BUG-L non-voting member
	Garnet McKinley	Budget Office	BUG-L non-voting member
	Selah Wilson	Controller's Office	BUG-F non-voting member
Present	Brent Maynard	Computing Services	
	Brian Morgan	Academic Affairs	Provost's Proxy non-voting
Present	Mary Ellen Heuton	Controller	BUG-F voting member
Present	Arnold Miller	Computing Services	
	Jennifer Wood	MURC	BUG-R voting member
Present	Karla Murphy	MURC	BUG-R non-voting member
Present	Tim Weingart	IT	
	Jan Fox	IT	

- **Minutes:** No minutes were available for the xx meeting, so the meeting highlights were discussed by Arnold Miller.

CORRESPONDENCE

- No correspondence was presented.

USER GROUPS

- **BUG-T:**
Met and discussed upcoming projects, but nothing to report.
- **BUG-F:**
No report.
- **BUG-H:**
No report.
- **BUG-S:**
Met and approved the process for enrollment deposit holds
- **BUG-R:** Still working on Fixed Assets.

- **BUG-L:**
Met and discussed HR View Training. There will a 2 part workshop in July.

OLD BUSINESS

- **BOC Policies and Procedures:** Discussion about password policy, which is not a BOC policy but will affect the group. This pertains to integrity of passwords and lockouts after 3 attempts. This may have to be relaxed however as it may be hard to enforce through Banner.
- **Multiple PIDM/SSN Records:** Arnold stated he had reviewed a report which contained many duplicates. He is curious as to whether this is being actively addressed. Glenna asked if there could be a toggle which would enable someone inputting a new record to determine if an MU Net account already exists. Mike McGuffey brought it to the group's attention that he had witnessed instances where the use of lower and upper case had resulted in duplicative records. Glenna shared a hierarchy report which had been used in the past to determine how to address duplications. Arnold said he felt reports should be generated and monitored on a periodic basis to determine if these instances are declining which would indicate that this item is receiving sufficient attention.
- **myMU:**
 - All student channels are up and running
 - Faculty channels were discussed and are not fully implemented at this time.
 - MILO – Cascade view was turned on but there was an issue where students couldn't accept their awards. Another issue involved printing for which a fix was implemented in pre-prod. Currently this is on hold until issues are resolved and then it will be changed back to the new view.
- **Performance Problems:**
 - Glenna brought forth a problem she has been experiencing with printing documents. She has noticed a long delay and has to click on print two times to execute a print job. Brent said he had heard of this problem as well and speculated that it may have something to do with the instance of Java. He will review the Java settings to see if this can be resolved.
- **Schedule of Data Rollback from Prod to Preprod:**
 - Financial aid discussed their concerns that they won't have enough time to test the new system as the data will be in both Production and BANAux
 - Bob made the recommendation that the data be put into BANAux this week for testing which should allow ample time to test prior to going to production. Financial aid staff seemed to be pleased with this solution. Brent is going to see if he can work this out.
 - Further discussion took place by the group regarding the timing and coordination of future testing.
- **Identity Management:** Arnold expressed that this project had not made a lot of progress. He did indicate that Banner had done a presentation, but that there was much work to be done to define roles, etc. We have hundreds of different templates with many forms and tables that users want access to. Each person has a different job, which makes it difficult to determine roles for positions. Glenna said that HR would like to work on

something where an incumbent checks off what they do, so when a new person is hired, it would be easier to determine what they need access to. It would be attached to a position, not a person. This would include Banner EPAF training, time entry, etc. Mary Ellen suggested that we try this process on paper first to help us understand what we want it to do. Arnold agreed with this, and it was decided that Tim could add this to the discussions he's having with roles. Before the next meeting, everyone should come up with their list of roles and email it to Tim. He will compile the information for our next meeting. Arnold said that there is an IT procedure "[Information Systems Identity, Access, Privilege, and Content Retention Procedure](#)" that also talks about some general roles at MU.

- **Account Maintenance/Security Issues** – no report
- **Privacy Issues** – no report
- **Oracle Critical Patch Update** – none at this point. Arnold said that they will be putting on pressure soon to move us to 11G. Brent got notification yesterday that it is now officially supported.
- **Banner Document Management Suite** – David has put together a small group based on this. They will meet on Thursday. The goal is for folks to make the right types, create new categories, etc. This should get everyone on the same page in PreProd.
- Enrollment Management is half installed in Production (customer relationship part). The other components such as warehouse, ODS, etc. will happen throughout the rest of summer and fall.
- HR Self-Service and Finance Self-Service are now installed in PreProd. Brent will install them in BanAux for testing.
- Workflow – Sungard hasn't given us a committed date yet.
- EPAF – initial consultant is booked. We will try time entry on our own and run it as a parallel project.
- Arnold said that he has heard nothing else from WVNet on Banner Academy, the pay-for-the-year training in which the cost is shared by users. He said that he wasn't sure that it would work for what we want. It wouldn't deal with the exceptions; it would just be what the standards are.
- Arnold said that at a meeting last Thursday Jan committed that she would push at the senior vice-president level the importance of getting folks trained in Banner and the importance of knowing how it works.

The meeting was adjourned at 3:16pm.

The next BOC meeting will be 7/20/2010 at 1:30pm in DL426

Respectfully submitted by Karla Murphy and Juanita Parsons