

BANNER OVERSIGHT COMMITTEE

Minutes of Meeting October 20, 2009

- **Call to Order:** The meeting was called to order at 1:35 pm in DL 426.
- **Members Present:**

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

- **Minutes:** The minutes for September 2009 and October 6, 2009 meetings were reviewed and approved.

CORRESPONDENCE

- No correspondence was presented.

USER GROUPS

- **BUG-T:** No report
- **BUG-F:** No report
- **BUG-H:** No report
- **BUG-S:** It was reported that the Director of Enrollment Management is hoping to get approval and funding to purchase the Banner Enrollment Management module as the contract on the current software runs out in March.
- **BUG-R:** No report
- **BUG-L:** It was reported that BUG-L is revamping some of the training forms, request forms and training sessions. It was requested that the new subcommittee on software implementation keep BUG-L informed of their progress as this will need to be addressed in their meetings.

OLD BUSINESS

- **BOC Policies and Procedures:** No discussion
- **Multiple PIDM/SSN Records:** No discussion
- **myMU:** No discussion
- **Performance Problems:** No discussion
- **Schedule of Data Rollback from Prod to Preprod:** There was a discussion on the need for two preproduction testing instances, one to be refreshed on a long term basis and one to be refreshed on a more frequent basis (quarterly). The short-term instance needs to have a server identified before it will be ready to use. There is some concern with having preproduction instances on the same box as production. Selah will check with the Bursar's Office and Financial Aid as to when refresh would be most convenient for them.
- **MCTC Separation:** No discussion
- **Data Archiving:** No discussion
- **Identity Management:** There was a discussion on how to determine the role of a person in the system and what computer access would be required of that role.
- **Reporting Needs/Solutions:** See "Software Implementation Subcommittee."
- **Account Maintenance/ Security Issues:** See "Software Implementation Subcommittee."
- **Privacy Issues:** No discussion
- **Oracle Critical Patch Update:** Myke reported that he is waiting for a new critical patch which should be arriving soon.
- **Banner 8:** Myke presented a request for Banner downtime on October 24th to update the Financial Aid standard fall release. This was approved by the BOC and Myke will notify other areas involved.
- **Software Implementation Subcommittee:** Jan, Arnold, Mary Ellen and Tim will meet to discuss how to organize the approach to the project as a whole. A strategy for the major areas will then be decided on.

NEW BUSINESS

- The following items were distributed from the IT Council meeting:
 - Password Standard for Administrative Systems
 - Collection of Personal Contact Data for Emergency Notification System
 - Comprehensive Information Security Policy

It was requested that BOC members review the documentation and send any questions or comments to Selah by November 6th.

The meeting was adjourned at 2:20 pm.

The next BOC meeting will be November 17, 2009 at 1:30 pm in DL 426.