

## BANNER OVERSIGHT COMMITTEE

Minutes of Meeting January 20, 2004

- **Call to Order:** The meeting was called to order at 1:30 p.m. in dl 426.
- **Members Present**

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	HR	BUG-H non-voting member/ BUG-L voting member
Present	Sharon Rutherford	Payroll	BUG-H non-voting member
Present	Larry Barnhill	Accounting	BUG-F voting member
Present	Selah Wilson	Accounting	BUG-F non-voting member
	Kelley Smith	Accounts Payable	BUG-F non-voting member
Present	Bill Shondel	Purchasing	BUG-L non-voting member
Present	Willanna Wales	Payroll	BUG-L non-voting member
	Kimberly Skeens	MURC	BUG-R voting member
Present/Proxy	Corley Dennison	Academic Affairs	Provost's Proxy non-voting
Present	Terri Tomblin-Byrd	Computing Services	BUG-F non-voting member

- **Minutes:** Terri delivered minutes for December. The minutes were approved with no corrections.

### CORRESPONDENCE

- None

### USER GROUP REPORTS

- **BUG-T:** Bob indicated that the group did not meet.
- **BUG-F:** Larry indicated that the group did not meet.
- **BUG-H:** Glenna reported that the group did not meet.
- **BUG-S:** Myke reported that the group did not meet.
- **BUG-R:** No report
- **BUG-L:** David reported that the group did not meet.

### OLD BUSINESS

- **BOC Policies and Procedures:** No report
- **Multiple PIDM/SSN records:** No report
- **myMU:** Glenna reported that she has the email sub-committee met and now have a plan of action. They will be compiling a list of employees that don't have MUNet accounts/email. HR/Payroll will be corresponding with these individuals via paper media. Looking at providing training for these folks.
- **eVoter application:** No discussion

- **Performance Problems:** Selah said better than ever
- **Higher One Card:** Terri talked about the items that we needed to discuss and potential recommendations that needed to be made to the ITC for consideration. After an overview and further discussions, Bob made a motion to recommend to the ITC that **“Marshall University move from SSN based MUID numbers to generated ID numbers. These numbers would start with the number 9. Also, the SSN would be stored in Banner as a Previous ID for no more than six months following the conversion”**. Larry 2<sup>nd</sup> to the motion which carried unanimously. Terri then asked Bob to explain the card activation process.
  1. **Activate ID Card by going to Higher One website and entering the Master Card number and the last 4 digits of the SSN. This turns the newcard on and deactivates the persons old ID card. At this point all services associated with the ID card are active with the exception of the debit capabilities.**
  2. **Refund/debit card set up: You can create a Higher One account, register a 3<sup>rd</sup> party bank account, or ask for any refunds to be distributed via paper check**

The group then discussed the option of placing the MUID on the face of the ID card. Following a lengthy discussion, Myke made a motion that we recommend to the ITC that **“the ID number does not appear on the face of the card due to security concerns.”** Glenna 2<sup>nd</sup> the motion. 4 voted in favor of the motion with 1 not in favor. The **motion carried**. The group went on to discuss how they felt this new ID/debit card would be received by the campus community and the potential legality issues based upon the recent house bills to amend 5A-8-21 and 17A-2A-7 which restrict stage agencies with regard to supply third parties with customer information. The group unanimously chose to submit **two additional recommendations** to the ITC for consideration based upon the discussions. **The recommendations are:**

1. The BOC recommends that the Higher One implementation team seriously consider the potential chorus of disapproval from the community when the new ID/Debit Card system is implemented. There was considerable unrest within the BOC and the committee feels this is a fair representation of the likely reaction from the community. The BOC recommends that the Higher One implementation team play a very proactive role in educating the community that this is a change that will benefit everyone and assuring them that their personal information is secure.
2. The BOC recommends that the institution carefully consider the potential impact on this project of HBs to add section 5A-8-21 to and amend section 17A-2A-7 of the code of West Virginia (also known as SB 152).

Myke made a motion that the BOC recommend to the ITC that “Marshall University suspend implementation of the Higher One card project awaiting the outcome of pending legislation (SB 152) or approval by the Governor’s Privacy Management Team is secured”. Sharon 2<sup>nd</sup> the motion. Though many expressed varying levels of agreement with the motion, no one voted in favor of the motion.

Larry made a motion that the university investigate it’s policy for releasing any personal information to a third party entity. This led to a brief discussion and most felt this should be reserved for another meeting. Therefore, Larry rescinded his motion and said he will bring this up next month.

## **NEW BUSINESS**

- Schedule of Data rollback from Prod to PreProd – The group discussed the obstacles related to doing a regularly scheduled full copy of Production data back to the PreProduction database for the purposes of testing. Terri indicated that she would have Jim look again at some of our options and report back to the group at the next meeting.

**The meeting was adjourned at 3:30pm.**

- The next BOC meeting will be February 17, 2004 at 1:30pm in DL 426.
- SCT Users Group Meeting: Spring 2004, Philadelphia, PA