

Banner Finance Project
Minutes of Meeting - Wednesday, August 2, 2000
2:00 – 4:00 PM OM 230

Call to Order – Larry called the meeting to order at 2:00PM in the OM230.

Those present were Herb Karlet, Jan Fox, Larry Barnhill, Bill Shondel, Sharon Rutherford, Barry Beckett, Bob Walker, Selah Wilson, and Bindu Mannan. Those absent were Terri Tomblin-Byrd, Ted Massey, Sandie Means, Perry Chaffin, Kelley Francis and Linda Mills.

Minutes

- Minutes of the July 5 meeting were distributed electronically on July 14 and were approved.

Correspondence

- Jan received notification that the other public higher education institutions were planning to implement Banner Finance. Initial meetings of that group had begun. No action by this committee is required other than to be aware that other schools may contact us for information.

Subcommittee Reports

- Banner Oversight Committee – Larry reported that the Banner Oversight Committee had met on July 18. Three issues required action by individual user group areas.
 - The first issue related to General Person Data Ownership. Bob was to forward a copy of the matrix to the BUG-F group for review. The primary interaction with the finance module is in the vendor registration so Bill will be the primary one from BUG-F needing to review this matrix.
 - The second issue was related to the Confidentiality flag in Banner. Jan said she was already working on this policy for the university and would incorporate the notes from the BUG-F group in the policy she is creating.
 - The third issue relates to ongoing training on campus. Some suggestions made at the meeting were using CBT courses or video courses. Everyone was encouraged to provide written suggestions to Larry who will summarize suggestions of the group for the BOC.
- Business Processes – Bill reported that he had e-mailed members of that subcommittee for feedback on the 1st year of Banner.
- Fixed Assets -- Bill reported that the old equipment inventory is getting entered to the Banner Finance Fixed Assets module. This subcommittee is working on a number of issues and resolving problems as they arise.
- Departmental Reports – Selah reported that the initial June reports had been finished and mailed to departments. The final year end accrual reports should be ready to send by the end of August as the audit begins.

July reports have not been finalized because payroll and fringe benefit reports have not been received for posting.

- Interfacing and Security – Bob reported that all interfaces between the university's Banner system and the state's FIMS system continue to operate smoothly.
- Budget – No report
- Grants and Contracts – No report
- HR Interface – Bob reported that he had been working with Perry and Sandie to try to resolve a number of issues on the HR side which were stopping the budget feed processes from running.
- AR Interface – Barry reported that the subcommittee was making progress but until the fall registration period was finished it would be difficult for the subcommittee to make much more progress.

Old Business

- User Manual Update – Bill reported that Cortney had finished updating the purchasing section of the manual. The other sections of the manual need to be reviewed by appropriate offices and updated.
- Year End Closing – Larry reported that year end closing (general ledger balance rolls and purchase order rollovers) had been completed with several minor problems but nothing that couldn't get resolved. Problems were related more to timing issues and getting a better understanding of the system.
- System Performance – Jan reported that several offices had updated their PCs with satisfactory results. No one reported any problems with system performance with the addition of the MURC database.

New Business

None

Meetings/Announcements

- Next Meeting September 6 2:00 PM Yeager Conference Room (2300M)
- Midwest User's Group Meeting, October 19 – 20, Oxford, OH (Miami U)
- SCT User's Group Meeting, April, 2000 – Toronto

The meeting adjourned at 3:30 PM.