

Banner Finance Project Minutes
Wednesday, February 6, 2002

Larry called the meeting to order at 2:00PM in Room 207 of Old Main.

BUG-F members present were Perry Chaffin, Bill Shondel, Sandie Means, Selah Wilson, Willana Wales (for Sharon Rutherford), Barry Beckett, Linda Mills, Kelley Smith, Jan Fox, Bob Walker, Bindu Mannan, and Larry Barnhill.

There was no correspondence to the group.

Subcommittee Reports

- Banner Oversight Committee – Larry reported the discussion of changing nation codes in Banner and reporting of any problems with Version 5. After a short discussion it was decided that neither of these issues is a problem for Banner Finance.
- Business Processes – nothing to report
- Fixed Assets – Testing has resumed on this project in the preproduction database. The testing plan has been identified and the committee will continue to work on this.
- Departmental Reports – Payroll feeds from Banner HR for January 31 were processed this morning (February 6) and January reports should be released the week of February 11.
- Interfacing and Security – nothing to report
- Budget – Budget requests and proposals are starting in February.
- Grants and Contracts – Nothing new to report but Perry will try to assemble the subcommittee including MURC and MU staff to report status at the March BUG-F meeting.
- HR Interface – It appears that this subcommittee is on schedule to be completely current with interfaces by March 2. Discussion about the year end closing schedule and special considerations to make certain the payroll interfaces are working for this roll over period were discussed. Detailed testing needs of this component should be established and conducted in the next few weeks. Larry will schedule a testing time for the year end closing processes.
- AR Interface – A small group from this subcommittee is continuing to work to verify that codes within Banner A/R, Banner Finance, and the state's FIMS operations are all in agreement. Detail procedural testing for this component is delayed until the HR interface is smoothed out.

Old Business

- Banner Release 5 was brought into production and nothing unusual or unexpected has happened. This item will drop from future agendas.

New Business

- Preliminary year end closing schedules were discussed. There are additional issues and tasks to be added to the schedule that Selah is maintaining. Willanna will be working with Sharon Rutherford to identify any specific items or dates required for successfully interfacing HR data into Finance during the year end closing periods. It may be necessary to close the Banner system on Monday, July 1 in order to roll balances forward. Testing will continue on this but other users of Banner including the student and HR modules will need to be aware of this potential closing during a regular work day.

The next meeting of BUG-F is March 6 at 2:00 in Room 207 Old Main. The meeting adjourned at 2:40.