

BUG-L Minutes

June 8, 2011

MEMBERS PRESENT:

Judy Blevins
Pat Gebhart
Juanita Parsons
Kelli Raines

Meeting was called to order at 9:00 a.m.

OLD BUSINESS:

Minutes from the February meeting were approved. A meeting was not held in April.

BANNER BUDGET TRAINING – There are still issues with this course. The group discussed the best possible solution to the problem. Since the current Budget Office personnel are supervised by Mary Ellen Heuton, it was recommended that Judy discuss with her the possibility of team-trainers. Carol Hurula works in the Academic Affairs Budget Office, which reports to the Provost. She is a very knowledgeable Banner user and has excellent presentation skills. She would be a good fit for a team presentation. It is further recommended that the Director of the Budget Office, Ann Knotts, co-present rather than designate a staff member. It has been recounted that the Banner Budget Training sessions have lasted as little as ten minutes and the participants leave more confused than when they arrived.

NEW BUSINESS:

TRAVEL TRAINING – Juanita announced that travel workshops will be reinstated, tentative schedule beginning June 22nd thru November.

Meeting was adjourned at 9:45 a.m.