

## BANNER USERS' GROUP--STUDENT

Minutes of Meeting August 2, 2007

- **Call to Order:** Terri Tomblin-Byrd called the meeting to order at approximately 2:15 in Drinko 439.
- **Members Present:**

Sharon Lake	Registrar
Pat Gebhart	Computing Services/Enrollment Management
Mike McGuffey	Institutional Research
Elizabeth Hanrahan	AD Council
Carol Kolski	Bursar
Beth Chiparo	Graduate Admissions (via teleconference)
Myke Watts	Computing Services
Kelli Raines	Admissions

- **Minutes:** June minutes not prepared for submission  
July minutes not prepared for submission
- **Correspondence:** No report.

### COMMITTEE REPORTS

- **Subcommittee on Billing:** No report.
- **Subcommittee on CAPP:** No report.
- **Banner Oversight Committee (BOC):** The Oversight Committee is working on developing audit procedures to audit privileges within Banner to help when people move from department to department or when people's job duties change within a department. There are four or five reports so far that have been developed so supervisors can review employee privileges and data owners can review privileges that others have to day-to-day govern. It is for all of Banner.

Finance approval ques are not in synchronization and when Elizabeth has tried to get into synchronization it has gotten worse. Currently the reports don't go down into the ques, the reports are really form and privileges. That would be under a different heading, that wouldn't be privilege auditing, that would be approval que auditing. It can be presented to the Oversight Committee for their review. Elizabeth is concerned because things appear that she has no approval authority for, but the person who has that authority doesn't have the authority so it ends up being a problem.

The main issue they are working on is Banner Form Privilege Auditing and the major concern is transfers from one department to another. It's a gray area and difficult to keep track of. Working toward making it an automated process so that when someone transfers from one department to another their Banner account will go into a suspense state until permissions are appropriately adjudicated. What happens now is that someone will transfer

and the new supervisor will indicate what they need, but if the person doing the administration of the security is not familiar with what is going on they can end up with their old privileges as well as their new privileges. It's a difficult process to automate when employees move laterally through the system.

If anyone has any particular requests with respect to auditing permissions within the system, pass to Bob who is the official person who will submit to the Oversight Committee.

## **OLD BUSINESS**

- **myMU/MILO:** Rolled it out yesterday afternoon/this morning. Carol was first to do it. Have been able to develop the missing piece of our target announcement processing. So you can send a target announcement through myMU. You go into Banner and create your message, run your extract and then email Terri to import it so the announcement can be sent. The person doing the import has to be an administrator on that server. Since SunGuard hadn't been able to develop a solution one was created in-house. You go into muMY, go to the AIS tab, on that tab is now a channel for importing targeted announcement groups. Carol and Pat have been testing. That will take computing services out of that one step. There could be glitches to work out, but so far it has worked well.

The other item accomplished was implementing the first phase of MU Emergency Test Messaging System. It sits within MILO and has two parts. One is the part where you opt into the service, so if you go to the personal information menu in MILO there's a link there for MU Emergency Test Messaging System, you put in your phone number, your carrier and that sort of information, which level of text messages you want to see. It's set so you can do emergency level as well as highly important and informational, so there are different levels. You won't get a message unless you opt into this service and give the telephone and carrier information. The other piece of the application is the administration side where you can send a message to those devices that have registered. Pilot with the summer session D students inviting them to participate in a pilot where they opt in and sent out first test message earlier this week. There was a problem with some of the Nextel clients still trying to resolve. It seems Nextel has 3 different ways to receive text messages and trying to work through which one of the Nextel clients didn't get it and how that messaging system works. It will all depend upon the carrier. The menu option to opt into the service is in production, so anyone can do it at any time. You can opt in or out. Terri will automatically grant privileges to move those groups into myMU to anybody who has targeted announcement privileges.

- **Human Resources/Finance:** No report.
- **Performance and Priority Issues:** Elizabeth sent an email regarding Banner slowing down every afternoon at the same time. Terri is trying to find out where breakdown is. The only thing that can be found in the log is an error that says, "Can't communicate." Which is frustrating because it tells nothing. They are trying to determine if it is a network or where in the millions of layers was it having its communication problem, because the software didn't go down. What usually happens is it's trying to talk and it doesn't get a response so it takes a pause and there is no action back. Everything stayed up, but there are errors in logs where it says it can't communicate. Need to find out why it can't communicate.

Terri had one window open to production Banner and another open to preproduction Banner, which the preproduction Banner is installing another version of the J-Initiator which is a whole other piece of software – there is a server sitting out there, the middle tier between you and Banner that server is divided into two, we have the old client software and the new client software, old client software is still talking to production, new client software is talking to preproduction. So if you go into preproduction you're running the new one. Terri didn't lose her window to preproduction, it continues working, which is indicative of something going along with the client software where it got stuck, but was it because it was busier and couldn't a response fast enough? That isn't known yet, but is something to help them look beyond a basic network layer. It is being looked at will continue to work on to see what is causing the problem. The fact that it's the same time every day would indicate that someone could have a process set up to automatically run at the same time every day or scheduled and would indicate network traffic. But other symptoms don't point to that.

**Banner Student Privilege Request Form:** No report.

- **Multiple PIDM/Person:** No report.
- **CTC Shared Service Issues:** No report.
- **Administrative Solutions Project.** No Report.
- **Campus Codes.** Question regarding movement of linking campus codes to program codes. Sharon will ask Bert and report back next month.
- **Concurrent Curricula:** No report.
- **Version 7.3:** Finance/HR position control student which includes Financial Aid and Accounts Receivable have all been refreshed with data from production. In addition, the General module and the Finance module have received upgrades to the next version of the software. Next week work on getting Student and Self-Service upgraded to the next version. It is not restricted right now when you log on there is a warning that tells what has changed. If anyone detects an error be sure to notify Terri. The reason for all the upgrades is to get prepared for implementation of Luminous 4 which is the next version of our portal that hope to move to over the Christmas break. So all this work is being done in preparation for that. So Terri hopes to finish the upgrade to preproduction next week. The release guides are out on the website, Banner Documentation website. Other than the General part, the other upgrades are not very large. They are mostly defect corrections, they are not big changes in logic or programming but you should check the release guides anyway. There is no Accounts Receivable upgrade. It's a point release. We are currently on 7.3.1, this is 7.3.2, so it's a little tiny point release, not a big change. Elizabeth expressed a concern with an upgrade over Labor Day it will be difficult for academic departments to do any testing.
- **New Recruitment System Connect2:** No report.
- **Oracle release:** Oracle patch was applied Saturday before this past Saturday.

- **Faculty Information:** Is related to new product that was purchased called Digital Measures. It's a hosted application meaning it lives somewhere else, somebody else takes care of it, but computing services is responsible for getting information from Banner to it. Academic Affairs is leading the project with Frances Hensley is the project manager at this point. This application is designed to allow faculty to enter a lot of the information that is not currently stored in Banner and may not have a home for it in Banner. A lot of decisions made in implementing this application will affect the BUG-S group with regard to authoritative sources of data and where the data lives. As Terri has been working on the extract she discovered that the College Code fields were not being utilized in Banner for faculty members. The Committee hopes to have this application up and running for the fall semester for at least a pilot group. It will be a single sign-on application from within the portal so the faculty will go into myMU and then into this application to interact with it.
- **Document Imaging:** No update.
- **Photo List:** No update.
- **Outlook 7:** The reason we have a middle tier with two different versions, the second version was the version that was supposed to fix the IE-7 problems, it doesn't fix the IE-7 problems, but in the process of doing that a solution was found to resolve the IE-7 problems, however it is a manual fix on a machine-by-machine basis. If there is anyone running IE-7 and can't run Banner, contact the help desk because there is a known solution to that. It requires a help desk technician to either walk through on the phone or come and do it for them.
- No further old business to address.

#### **NEW BUSINESS:**

- No new business.

#### **ANNOUNCEMENTS**

- The next BUG-S meeting will be September 6, 2007.

#### **ADJOURNMENT**

- Meeting was adjourned at 2:45 p.m.