

**BANNER USERS' GROUP-STUDENT**  
Minutes of Meeting – December 4, 2008

- **Call to Order:** Myke Watts called the meeting to order at 2:11pm in Drinko 439.
- **Members Present:**

Myke Watts	Computing Services
Michael J. Smith	Institutional Research
Carol Bailey	Bursar
Brent Maynard	Computing Services
Beth Chiparo	Graduate Admissions (via teleconference)
Kelli Raines	Admissions
Cassandra Chappelle	Registrar Office
Cheri Musgrave	Financial Aid
Howard Young	Resident Services
Nicholas Napier	Community & Technical College

- **Minutes:** The minutes of November 6, 2008, were approved with corrections. Under “**Residency Requirement Tracking Proposal**” it should read “The Registrar’s Office is finding Residency Holds on a daily basis” instead of “The Registrar’s Office is finding Residency Holds **are** a daily basis”.

**COMMITTEE REPORTS:**

- **Subcommittee on Billing:** No report
- **Subcommittee on CAPP:** No report
- **Banner Oversight Committee (BOC):** Did not meet. No report.

**OLD BUSINESS:**

- **myMU/MILO:** No report
- **Human Resources/Finance:** No report
- **Performance and Priority Issues:** No report
- **Banner Student Privilege Request Form:** Kelli wanted to know where to send request and Myke said to send them to David Daniel and himself.
- **Multiple PIDM/Person:** Myke stated that these should be sent to David Daniel. He also said that they cannot delete multiple PIDMs from a listing of IDs only. They needed to be accompanied by the request form.
- **CTC Shared Services Issues:** Myke stated that this continues to be an ongoing item dealing with the separation of MCTC with Marshall University.

- **Concurrent Curricula:** No report
- **Connect2 (Recruitment System):** No report

**Oracle Release:** Myke reported that there was no quarterly patch released for the database server but one was released for the application server. He will not apply the patch until the term is over, grades are entered into Banner, and registration is over. He will wait for a “quieter” time.

- **Faculty Information:** Myke stated that Pat Gebhart and Francis Hensley are still meeting with the Provost on the Digital Measures Project.
- **Document Imaging:** No report

**New Hold Process:** Myke stated that the new process was put in production about 6 weeks ago and Terri had worked out most of the “bugs” in the first week. Myke has only heard of one issue since then which Pat Gebhart fixed. Pat is the “go to” person if anyone having problems. Both Bursar and Admissions are pleased with the process. Kelli asked if the shared accounts were still being used. Myke thought they were being used in batch jobs but not sure.

- **Residency Requirement Tracking Proposal:** Howard said that he believes everything was taken care of concerning Residency Holds still in place. He also said there was nothing new to report. Myke said he believed that Terri modified the process to look for students turning 21.
- **Community & Technical College New Hold:** Myke stated that this process is up and working. He also said that there is a process that runs daily that puts Provisionally Admit (PA) holds on MCTC students and another process that runs daily to take the holds off on those MCTC students fully admitted.
- **Associate Deans Request for JE Junior Degree Evaluation Hold:** Myke said that this process is up and running in production. He assumes that it is working properly and has heard of no problems at this time.

**Readmission Enforcement/NE Process:** This process is still on hold per Roberta’s request.

- **Math Workshop:** Myke said that he did not know if any action has been taken with this proposal. Decided to leave until Michelle could speak on the topic.
- **ID Creation:** Kelli stated that the MU Admissions Office has begun creating 901 identification numbers for students that submit credentials that have enough information to do so. They are primarily working with transcripts. Beth stated that they are scanning test scores with SSN and connecting the document to the Students MUID. She said they are doing this to keep test scores and/or transcripts from getting lost. Kelli stated that they are doing this so that the student can be put into Connect2 as a prospective student. She also said that they are using “due diligence” as requested by the group.
- **Faculty Advisor/MyMU hold:** No report

#### **NEW BUSINESS:**

- **Introduction of Brent Maynard:** Myke introduced Brent Maynard as the new Director of Enterprise Application. He said that this position combined a couple of IT groups together, one of them being the Banner services. He plans to work with the Banner Community to keep things

running and still plans to continue the Banner 8 upgrade as scheduled. If you need to talk with him his extension is 62591.

- **MCTC Group Member Concern:** Nicholas asked if the MCTC member was still a voting member in this group and Myke stated he thought that they would be until the separation is made.
- **SSN Masking:** Kelli wanted to know where this project stood and Myke stated that he did not know. He also did not know if the second reading was put to the ITC or if it was approved. There is still the issue of employees being excluded from the masking. Kelli stated that their Office needs on the list to exclude. Myke said that he would make inquiries and get back with the Group.
- **Election of Chairperson:** A lot of discussion on who should be the Chairperson. There were no volunteers at this time. IT feels that they are not the best candidate for this job because they keep Banner running but have no “stakes” in how it operates. Brent stated that a Chairperson leads the group with strategic planning and goals and helps push the group in accomplishing these plans and goals and also helps keep the group on track. He feels that Terri understood Banner much better than either he or Myke and they need to come up to speed before they could Chair the group. Other members felt that IT would be the best candidate because they can be a neutral facilitator and can give more guidance on whether projects or enhancement that other offices request can be accomplished. This led to more discussions on the difference between a Chairperson and a Facilitator. After everything was said Myke stated that he would “facilitate” the next meeting until we name a Chairperson.

**ANNOUNCEMENTS:** None

**ADJOURNMENT:** The meeting was adjourned at 2:55 p.m.