

BANNER USERS' GROUP-STUDENT
Minutes of Meeting June 6, 2002

- **Call to Order:** Terri Tomblin-Byrd called the meeting to order at 2:10 in Old Main 103.
- **Members Present:**

Cheri Musgrave	Financial Aid
Bob Collier	Bursar
Pat Gebhart	Computing Services, Enrollment Management
Terri Tomblin-Byrd	Computing Services
Nadine Hamrick	Financial Aid
Bob Walker	Finance
Mary Waller	Registrar
Dan Holbrook	Associate Deans
Myke Watts	Computing Services

- **Minutes:** The May 2002 minutes were approved as electronically distributed.
- **Correspondence:** None

COMMITTEE REPORTS

- **Subcommittee on Billing:**
No Report.
- **Subcommittee on CAPP:**
Mary Waller reported for Roberta Ferguson that the CAPP committee met on May 30. They are developing a template for the Associate Deans to use to outline their academic programs.
- **Banner Oversight Committee (BOC):**
Terri reported that the BOC approved the Procedures for the Resolution of Multiple ID/PIDM Problems, the worksheet, and the recommendation submitted to them from BUG-S. The committee reviewed the Generated ID Policy and recommended that the last two paragraphs be replaced with "Follow the current Procedures for the Resolution of Multiple ID/PIDM Problems."

OLD BUSINESS

- **MILO:**
No Report.
- **Human Resources/Finance:**
No Report.
- **Performance and Priority Issues:**
No Report.
- **General Person Data Ownership:**
The Associate Deans have not met so Dan Holbrook was unable to verify that the academic departments received procedures on entering faculty data into Banner.
- **Banner Student Privilege Request Form:**
No Report.
- **Duplicate PIDM/Person:**

Terri distributed a report called "Double ID Finder" from another institution. The report of potential PIDM problems is looking at name only and is not looking at change indicators. The report could be run nightly or weekly, but who will assume responsibility for running the report and checking any potential problems? Terri referred discussion of this process back to Bob Collier's subcommittee that created the Procedures for the Resolution of Multiple ID/PIDM Problems.

- **Printing Students' Schedules:**
Roberta Ferguson and Mike Adkins in Computing Services Networking have not met to assess the printer situation in the Registrar's Office
- **myMU:**
Terri is continually loading new people. She recently loaded 700 records with about 200 suspends.
- **Common Name/Address/SS# Change Form:**
The BOC gave final approval to the form and the routing procedures. Paper copies of the form will be available in offices, and suggestions for where to house the form electronically are the HR and Banner Web sites and through myMU.
- **STVNATN:**
Pat Gebhart is working on loading new nation codes in STVNATN and matching new and existing countries with the ISO codes.
- **Usage of Generated ID's:**
See notes on BOC meeting.
- **Legislative Bill:**
Michael McGuffey is waiting on a formal response to questions concerning HB 2374. Questions have centered around faculty class lists and grade sheets with ID numbers on the list. Since we have a policy in place that prohibits faculty from posting lists with ID numbers, we may not have to change any of our forms.
- **April 5.x Release:**
Myke Watts has generated the forms, and Terri will move the forms into the Test database and send the BUG lists instructions on creating an icon to Test. The release notes are now posted on the Banner Web site. After testing, we will discuss when to move the latest release to Production.

NEW BUSINESS

- **July Meeting:**
It was unanimously approved to cancel the July 2002 meeting.
- **BUG-L Group:**
Terri has received nominations from Financial Aid, Bursar, and Residence Services and is still waiting on nominations from the Registrar, Admissions, and Graduate School. She asked Dan to submit two names from the Associate Deans. Terri will call the group together soon.
- **WVNET Conference:**
Terri encouraged everyone to consider submitting a proposal to do a presentation at the WVNET Conference to be held at Lakeview Resort September 23-25, 2002. Proposals are due by July 12. Go to: <http://www.wvnet.edu/wvndex.shtml> for more information.

ADJOURNMENT

- Meeting was adjourned at 3:10p.m.

ANNOUNCEMENTS

- The next BUG-S meeting will be August 1, 2002.