

BANNER USER'S GROUP-STUDENT

Minutes of Meeting – March 11, 2009

Recorded by Elizabeth Hanrahan

- Call to Order: Pat Gebhart called the meeting to order at approximately 10:00 A.M. in DL 349.
- Members Present:

Pat Gebhart	Computing Services/Academic Affairs
Myke Watts	Computing Services
Brent Maynard	Computing Services
Elizabeth Hanrahan	Academic Affairs
Carol Bailey	Bursar
Nadine Hamrick	Financial Aid
Cheri Musgrave	Financial Aid
Howard Young	Residence Services
Leslie Lucas	Grad Admissions
Sharon Lake	Registrar
Bob Walker	Finance
Kelli Raines	Admissions
Michael Smith	Institutional Research

Guests: Dr. Clark Egnor and Dr. Nancy Person, Center for International Programs. Presentation listed under New Business.

- Minutes: Previous Meeting minutes were approved with updates to members present and a correction in the section Residency Requirement Tracking Proposal; second sentence was revised to state: "If a student received a waiver as a freshman, the waiver will roll forward to the ~~freshman~~-sophomore year."
- Correspondence: None

COMMITTEE REPORTS:

- Banner Oversight Committee (BOC): new Chair is Kelley Smith

OLD BUSINESS

- myMU/MILO: No report.
- Human Resources/Finance: No report.
- Performance and Priority Issues: No report.
- Banner Student Privilege Request Form: No report.

- Multiple PIDM/Person: To be continued...
- CTC Shared Service Issues: No news.
- Concurrent Curricula: Still investigating whether Banner 8.0 provides any updates to the issue of SHADEGR “Degree and other formal Awards form” not being auto-filled.
- Connect2 (Recruitment System): Scott Taylor will provide information about the recruitment system at the April meeting.
- Oracle Release: There is no critical patch for this quarter. In the future when we move to 10.2.03 there are patches being delivered.
- Faculty Information/Digital Measures: For all faculty, manual entry into the system is needed, such as promotion date, tenure date, etc.
- Document Imaging/Extender: Jeff Gillis is working on this project.
- Residency Requirement Tracking Proposal: No update.
- Faculty Advisor/MyMU hold: Pat is training faculty in COLA and COEHS since they are being required to advise and remove holds.
- Admission hold notification: Notifications through targeted announcements were sent to all students who have not yet provided needed criteria for admission, such as shot records, final HS transcript, etc. This was a success and notification will be used in future semesters.
- SSN Masking: This matter was discussed in the BOC. It was confirmed that no Dean’s office needs access to SSN. The masking will not be implemented until after the CTC split of the database, or after the installation of Banner 8.0.
- Missing Information: No report.
- New Pin Proposal: Admissions is requesting pins be created for individuals who use a paper application. This process is likely in a control form.

NEW BUSINESS:

- International Address: A new software product, sfaATLAS is being used by the Center for International Programs. The Center needs to be able to track the home country address of Marshall students in order to comply with immigration status tracking and import of information into sfaATLAS. It was requested for a new address type to be created in Banner titled “SEVIS foreign address”. There was considerable discussion regarding the address type, including Banner requiring a state code to be entered in the system. Currently, for International students the state code is ZZ. The Banner consultant who is assisting Center for International Programs will be in town next week and he will

contact Pat Gebhart as to how other Banner institutions are implementing the international address requirement. Proposal attached.

- Self Service/Web Finance and Employee modules: Bob Walker presented the Self-Service/Web Finance and also Self- Service/Web Employee modules in myMU, which are currently under development.
- New Student Status code: The Office of the Registrar proposed a new student status code of “CC” to identify Community College students currently in the Marshall Banner database. The student status will have registration prevention associated with the status code. This was presented as an informational item to BUG-S. Proposal attached.
- Banner 8.0: Upgrade is planned for the Memorial Day weekend. At the end of this month a “vanilla” version of Banner 8.0 should be available for pre-production testing. At the end of April the needed forms and modifications will be built in the system. Every Friday at 9:00 am in DL 426 a meeting is held regarding the upgrade to Banner 8.0 and anyone is welcome to attend. A SharePoint site concerning the upgrade is also available at : <http://appadmin.marshall.edu/banner8/default.aspx>
- Update of advisor/Grad Admissions: Previously, the prior advisor was left in the record on SGAADVVR when Grad Admissions was processing their admission approval. The prior advisor is now being removed since the record is term specific so the prior advisor is still listed in the system.
- Registrar’s Office says thanks!: The Office of the Registrar wanted to publically thank Brent Maynard and Myke Watts for their help in keeping Banner working effectively. Pat had been thanked previously but was also included.
- Secretary Rotation:
 - April—Bursar
 - May—Finance
 - June—Financial Aid
 - July—Graduate Admissions
 - August—Institutional Research
 - September—Registrar
 - October—Residence Services
- **ANNOUNCEMENTS:** None

ADJOURNMENT: Meeting was adjourned at 11:35am.

Proposal for New Student Status for MCTC Students:

From: Ferguson, Roberta J

Sent: Tuesday, March 10, 2009 3:18 PM

To: Ormiston, Gayle

Cc: Hensley, Frances S; Denman, Sarah N; Johnson, Tammy; McGuffey, Michael J; Lake, Sharon

Subject: MCTC Students Fall 2009

The agreement with the MCTC for registration in University courses as transient (visiting) students begins Fall 2009. With your permission, I would like to pursue the following proposal with the Banner User's Group-Student.

- Request creation of a new student status, "CC" to be added to the STVSTST (student status table)
- The CC student status code would be set to prevent registration effective 201001 (Fall 2009)
- CC student status applied to all MCTC student records (current college code CC) in the MU database effective 201001
- When a MCTC student attempts to register for University courses for the Fall 2009 term, the CC status code will prevent registration until the MCTC student applies for transient or transfer admission to MU

I would like to add this proposal to the agenda for discussion at the BUG-S meeting tomorrow morning. Discussing this proposal at BUG-S will allow the Bursar's Office, Financial Aid, etc. to examine the ramifications for the various campus offices.

Thanks for your consideration of this matter.

Roberta

Proposal from Center for International Programs:



The Implementation of fsaATLAS at Marshall University

Overview:

The Center for International Programs is implementing a new program called fsaATLAS that works in conjunction with Banner and SEVIS (immigration database), to aid in the process of tracking international students and maintaining their immigration status.

Dilemma:

According to SEVIS, the permanent address (PR) of an international student must be the address from their home country. When fsaATLAS extracts the data from the current permanent address field in Banner, the address will be from the U.S. and automatically denied by SEVIS. Continuing with this process will cause the student an out-of-status record in SEVIS and could cause liability to the university.

Solution:

As proposed by a representative from Sungard Higher Education, the creation of additional address fields in Banner (SEVIS_foreign_address) (SEVIS_U.S._address) would create a solution to the problem. The SEVIS_foreign_address would be a one-time, fixed entry by the Admissions office, since they input application data OR allow the CIP access to update these two fields ONLY. The SEVIS_U.S._address would need updated within 10 days (immigration law) upon the student changing their address. The permanent address field in Banner would remain as is and can be updated by the student but this field will not be extracted by fsaATLAS.

Proposal:

The Center for International Programs asks the Banner Users Group to grant permission for the addition of following to:

SEVIS_foreign_address

SEVIS_U.S._address