

**BANNER USERS' GROUP--STUDENT**  
Minutes of Meeting May 6, 2004

- **Call to Order:** Terri Tomblin-Byrd called the meeting to order at 2:10 in Drinko 439.
- **Members Present:**

Bob Walker	Finance
Michael McGuffey	Institutional Research
Scott Taylor	Admissions
Nadine Hamrick	Financial Aid
Myke Watts	Computing Services
Elizabeth Hanrahan	Associate Deans
Prudy Barker	Registrar
Terri Tomblin-Byrd	Computing Services
Pat Gebhart	Computing Services/Enrollment Management
Bob Collier	Bursar

- **Minutes:** The April 2004 minutes were approved as distributed electronically.
- **Correspondence:** None.

**COMMITTEE REPORTS**

- **Subcommittee on Billing:**  
No Report.
- **Subcommittee on CAPP:**  
Elizabeth Hanrahan reported that the subcommittee continues to work on a list of course attributes.
- **Banner Oversight Committee (BOC):**  
No Report.

**OLD BUSINESS**

- **myMU/MILO:**  
There have been no reported problems so far with grade submission for the Spring term. Elizabeth Hanrahan asked Terri if there would be changes to MILO with the installation of the new Luminus portal, and the answer is “no”.
- **Human Resources/Finance:**  
Bob Walker reported that they are working on the electronic notification of deposit scheduled to be implemented June 1. The last paper mailing will be distributed in June. Employees will be able to print or import the deposit information as well as view their history. There will be training for persons who do not currently have computer accounts. Finance is working on year-end processes.
- **Performance and Priority Issues:**  
Terri reported on the March stress tests. The huge slowdown on the first day was due to a piece of networking equipment malfunctioning. On the second day, there were no unknown reasons for the slowdown. There have been no major issues with pre-registration. Prudy Barker reported that the system was very slow on the first Monday for a short period of time, but then the speed

increased. Terri has not compiled everyone's lists for a disaster plan but will do so after the ID number conversion to prepare for the Fall.

- **Banner Student Privilege Request Form:**  
No Report.
- **Multiple PIDM/Person:**  
No Report.
- **Printing Students' Schedules/Transcripts:**  
No Report.
- **Policy Change for Deficiency/Probation Calculations:**  
Michael McGuffey will submit a request concerning the process for the calculation of "DL" (Dean's List).
- **E-mailing Test Scores:**  
No Report.
- **CTC Shared Service Issues:**  
The CTC is a separate entity with its own organization number and FEIN. Terri asked if their records should be in our current Banner environment or in their own and how we will deal with either situation. Marshall's CTC is independently accredited. Items discussed were fee structures, contract services, student transfer issues. Terri wants to make sure that we have continuing dialogue about shared services.
- **Setting Student Status to "Inactive" (SGASTDN, SDNSTDN):**  
No Report.
- **Social Security Number to Generated ID Change:**  
The conversion date for the generated ID is June 1. Prudy asked about printing the SSN on the transcript. Terri will have to modify the "official" transcript to print the SSN; "unofficial" transcripts will print the MUID#. The MUID Academic Subcommittee has been discussing labels with the old and new ID numbers for the academic deans. Terri asked Elizabeth to discuss at the Associate Dean's meeting. Terri encouraged everyone to visit the MUID# Web site at: <http://www.marshall.edu/banner/MUIDprojectsite>.
- **New ID Cards:**  
Full-time faculty should already have their new ID cards; staff will receive them next. ID's for part-time faculty will be sent to the academic departments for distribution.
- **Block Scheduling:**  
Pat Gebhart reported that she and Winnie Black have been working with the University College to block schedule students as a pilot project. Pat has written several reports to identify UC students signed up for Orientation with varying needs of developmental English, math, etc. The University College is reviewing the lists of students and will prepare the blocks of courses for scheduling.
- **Student Type Roll Process:**  
No Report.

## NEW BUSINESS

- **General 6.1.1 Upgrade:**  
Terri must perform a General 6.1.1 upgrade for Financial Aid regulatory updates. She may try to do this Sunday morning.

**ANNOUNCEMENTS**

- The next BUG-S meeting will be June 3, 2004.

**ADJOURNMENT**

- Meeting was adjourned at 3:40p.m.