

BANNER USERS' GROUP--STUDENT

Minutes of Meeting October 4, 2007

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

Cheri Musgrave	Financial Aid
Pat Gebhart	Computing Services/Enrollment Management
Mike McGuffey	Institutional Research
Elizabeth Hanrahan	AD Council
Carol Kolski	Bursar
Myke Watts	Computing Services
Kelli Raines	Admissions

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

COMMITTEE REPORTS

- **Subcommittee on Billing:** No report.
- **Subcommittee on CAPP:** Pat Gebhart presented information on Web CAPP in the September AD meeting

Banner Oversight Committee (BOC): Bob Walker sent information that Charlie Racer has reports he can run for Banner Finance approval queues for those who would like that information.

OLD BUSINESS

- **myMU/MILO:**
The MU Emergency Test Messaging System is now available to register for. 1100-1200 people have registered for messaging so far. Elizabeth said mentioning during registration might be beneficial. It is Terri's understanding that regular testing would be conducted on the system. Elizabeth inquired as to whether or not weather related messages were a part of this system. Terri said that she would have to check the definitions, but she believed so.

In myMU there is now a new Library tab where all of the library's online resources can be accessed.

- **Human Resources/Finance:** No report.

- **Performance and Priority Issues:** In regard to the afternoon downtime it has been confirmed that the communication issue is between the middle tier and the server. Last Tuesday morning (September 25th) Computing Services had to shut down and restart the server. It's difficult to pinpoint the exact problem. The only thing that can be found in the log is an error that says, "Can't communicate."

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.** Minimal discussion on this topic. With no minutes from last month the committee couldn't recall what the final outcome with respect to typing campus codes to program codes was on this. It is believed that the general consensus that it was not a good idea to do so. The topic was tabled until the November meeting.
- **Concurrent Curricula:** No report.
- **Version 7.3:** Upgrade will take place October 13. Terri has not received any problem reports with Version 7.3 in Pre-Production.
- **New Recruitment System Connect2:** No report.
- **Oracle release:** Will be installed on October 13th, along with the 7.3 upgrade
- **Faculty Information:** Terri reported that she had updated college and department codes in Banner, based on the information she had. Frances Hensley is reviewing the data. It is the hope that from this point forward that the departments would include this information when data entering new faculty. Banner has the capacity to hold multiple department codes, but only one is entered at this time. Elizabeth inquired as to whether a periodic report would be made available to ensure that the information is being updated, but Terri indicated that it should make itself apparent through the usual business processes each semester.
- **Document Imaging:** No update.
- **Photo List:** No update.
- **Internet Explorer 7:** No update.
- No further old business to address.

NEW BUSINESS:

- Michelle Duncan submitted correspondence inquiring about the advisor self service portion of MILO, wondering why an advisor can only view their own advisees as opposed to a larger student population (such as the entire college's students or all

- students). This would assist the advisors in assisting students in the absence of their regular advisor. Terri believes that it was the only option in the beginning and it is available now to do either, but they have not received any requests to expand the available student population. Terri also indicated that she believed it should be an Academic decision, based on the privacy of the student, and suggested even bringing the topic up to Student Council. Elizabeth asked if there are different roles for individuals that could be assigned in Banner, such as ADs. To view the additional options available in Faculty Self-Services, refer to the documentation available online. Mike McGuffey accessed the documentation which said that if the entire student population were made available, the student must present their PIN number for the advisor to view their records.
- **New Hold Process (SOAHOLD):** Terri gave a brief history on the hold process, indicating that modifications had been made to the hard form years ago to facilitate the hold removal process, allowing multiple users to remove a single user's hold. There is now a new version of this process that Terri has developed with additional functionality. Areas have the ability to define what holds their users can modify or remove. Hold removal privileges are based either on the hold type or the combination of hold type and origination code, and allows a user to remove a hold regardless of the user placing the hold. Some of the rules could be pre-populated for users based on existing information, although not so much on the origination level since it hasn't been widely used. Decisions have to occur at each area as to who has what privileges. Terri would like to do a pilot and get this process presented to the ADs. Elizabeth mentioned that the academic areas were unchecking the Release Indicator box to assist in transferring colleges. Terri indicated that she would show Elizabeth the process prior to presenting to the ADs. The current hold process and the new one cannot be run concurrently. Terri would like to a clean cutover, but all of the rules would have to be established first.
 - Mike McGuffey inquired about the possibility of sending e-mails to students who had holds restricting them from registering online. Terri wasn't sure who would be the best area to handle that since there are a variety of different holds the students could have. She said that more thought needed to be given to the matter. Carol Kolski volunteered to send emails to all students with financial obligations.

ANNOUNCEMENTS

- The next BUG-S meeting will be November 1, 2007.

ADJOURNMENT

- Meeting was adjourned at 3:00 p.m.