

BANNER USERS' GROUP--STUDENT
Minutes of Meeting September 2, 2004

- **Call to Order:** Terri Tomblin-Byrd called the meeting to order at 2:05 in Drinko 439.
- **Members Present:**

Terri Tomblin-Byrd	Computing Services
Bob Walker	Finance
Myke Watts	Computing Services
Winnie Black	Enrollment Management
Cheri Musgrave	Financial Aid
Pat Gebhart	Computing Services/Enrollment Management
Michael McGuffey	Institutional Research
Nadine Hamrick	Financial Aid
Elizabeth Hanrahan	Associate Deans
Mary Waller	Registrar
Shelvy Campbell	South Charleston
Scott Taylor	Admissions

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

COMMITTEE REPORTS

- **Subcommittee on Billing:**
No Report.
- **Subcommittee on CAPP:**
No Report.
- **Banner Oversight Committee (BOC):**
Bob Walker reported that there were no objections from the BUG groups to the use of alpha-numeric PIN's.

OLD BUSINESS

- **myMU/MILO:**
Terri reported that myMU has been upgraded to the latest version. VISTA still has some sign-on issues to be resolved. Terri explained that we want to make some of the more common options readily available in myMU. The ability to subscribe to channels will enhance the myMU environment for everyone. Elizabeth Hanrahan wants students to be able to see who their advisor is in MILO—Terri will check on the ability to do this.
- **Human Resources/Finance:**
No Report.
- **Performance and Priority Issues:**
Discussion ensued over the performance problems of Banner during the first week of classes for the Fall term. Even after tuning the machine and replacing some hardware, Terri says that there is nothing left to say but that we can't serve any more users on the current machine. Therefore, it was necessary to limit sessions, and the time restriction was set to 60 minutes. Terri felt that offices outside the academic area were very cooperative in not running big jobs during the day.

She monitored the system for performance and noted the number of people using the registration form which is very slow due to the many tables the form affects. myMU seemed to be performing much better for registration. If Terri does username restriction, she has to have the usernames. She stated that the user community should be the one to create a contingency plan and that Computing Services should advise and offer suggestions. Suggestions for performance improvement included: scheduling two work shifts in offices, extending registration hours, reviewing what we are doing at what hours of the day, directing students to myMU. Winnie Black stated that we need a “working group” to explore possibilities; she will put together an EM team to discuss and report back to BUG-S at the October meeting.

- **Banner Student Privilege Request Form:**
No Report.
- **Multiple PIDM/Person:**
Terri made a change to the Multiple PIDM worksheet and the last person to sign off on the form will send it to Terri for deleting a PIDM. She encourages the Multiple PIDM subcommittee to meet again for further discussion of Multiple PIDM issues.
- **Printing Students’ Schedules/Transcripts:**
No Report.
- **E-mailing Test Scores:**
Bob Walker stated that on the latest SASWARE a top priority is encryption of pdf files.
- **CTC Shared Service Issues:**
No Report.
- **Setting Student Status to “Inactive” (SGASTDN, SDNSTDN):**
Scott Taylor says that Admissions encountered a problem with inactivating records for 200403.
- **Social Security Number to Generated ID Change:**
Social Security numbers will be left as alternate ID’s until December. Michael McGuffey would like to leave old “901” numbers in the system. Michael will look for duplicate SSN’s in Banner.
- **New ID Cards:**
Offices have found that there was some confusion among students with what starts the process: students must have an ID first or register first.
- **Block Scheduling:**
Winnie has worked with Admissions on implementing this process. A proposal to use Block Scheduling for incoming freshmen next year is going to the Associate Deans group for approval by December. Michael asked if we could use Block Scheduling for registering Police Academy students, and the answer is “yes”.
- **Student Type Roll Process:**
No Report.
- **Alpha-numeric PINS:**
Since the BOC has approved, Terri will implement the use of alpha-numeric PIN’s.
- **UNI 101 Mock Scheduling:**
Winnie reported that during the weeks of October 18 and 25 there would be training on using myMU in the UNI 101 classes.

NEW BUSINESS

- **Migration to New MUIINFO Server—Linux Training:**

Terri explained the migration to the new MUIINFO server. It is hoped that this will be in use by January 1. The database move is not a problem, but moving the background jobs and processes is more of a problem. Computing Services Systems group is trying to arrange Linux training for operating systems users.

ANNOUNCEMENTS

- The next BUG-S meeting will be October 7, 2004.

ADJOURNMENT

- Meeting was adjourned at 3:50p.m.