

## BANNER Tech Users Group Meeting

### MINUTES

08-08-00

- Call to Order  
The regular meeting of the BANNER Technical Users Group was called to order at 2:10 p.m. in Drinko Library room 439. The meeting was attended by  
  
Ms. Pat Gebhart, Enrollment Management/Computing Services  
Ms. Cheri Musgrave, Financial Aid  
Ms. Deb Elliotte, Alumni  
Mr. Bob Dorado, Alumni  
Mr. Myke Watts, Computing Services  
Mr. Mike Blake, Finance  
Mr. David Parry, Foundation  
Mr. K.C. Watson, Foundation  
Mr. Mike McGuffey, Institutional Research  
Mr. Bob Walker, Finance
- Minutes  
The minutes from the previous meeting were distributed electronically. Hearing no objections, minutes were approved.
- Correspondence – No Correspondence
- Committee reports – No Subcommittee Reports
- SCT Summit – SCT Summit 2001 will be in Toronto, Canada, April 8<sup>th</sup> – 11<sup>th</sup>, 2001.
- Old Business –
  1. Reporting Tools –Bob Walker stated that he and Mike Blake would demonstrate a few reporting tools later in the meeting
  2. Online Technical Resources – No Report
  3. Confidentiality Flag – Bob Walker stated that he was writing a brief statement to the BOC about the use of the Confidentiality Flag and the BUG-T. Bob explained that he would include that the BUG-T members understood that the Confidentiality flag should be used in the design of any report that discloses any directory information to any external agencies or student groups.
- New Business –
  1. Student Demographic Information – Myke Watts reported that invalid characters had been showing up in phone numbers stored on the BANNER system. Myke explained that this was thought to affect around 220 phone numbers in the system.  
Myke Watts also reported that the Religion Code was no longer being gathered for students and that this information would likely be removed from the students' BANNER records in the future.  
The GTVZIPC table has been loaded with current data. If you enter a zip code prior to entering the city and state on an address form, the city, county, and state will automatically be loaded. The only problem is the county codes that are loaded from GTVZIPC that do not match the values in STVCNTY. Terri decided to leave the county codes that we have used in

STVCNTY but to add the new 5-digit federal codes for Kentucky, Ohio, and West Virginia. If a zip code from another state is entered, you will receive an error message on the county code as it will not exist in STVCNTY—to correct, enter a null value and skip the field. Cheri Musgrave asked if this meant that a report would need to search for two county codes (the old one and the new one) for a specific county, such as Cabell. Myke Watts stated that he believes that you would need to search for both codes to make sure you had everyone.

2. Seagate Info – Mike Blake gave a demonstration of Seagate Info, a reporting tool that allows report scheduling on an NT server and provides different output methods including email, Microsoft Office formats, and text output.
  3. SQL Tools – Bob Walker demonstrated two GUI SQL tools – SQL-Programmer and TOAD. Bob explained that these tools allowed SQL users a Graphical User Interface (GUI) for editing SQL and PL/SQL scripts as well as to access database information that is normally accessed via SQL\*Plus (a text based SQL interface).
  4. Upgrade date for next BANNER point release – Bob Walker stated that Terri Tomblin-Byrd had announced that Computing Services is looking for a weekend to perform BANNER updates for the next point release. Cheri Musgrave stated that their next point release was needed as soon as possible because of regulatory requirements. Bob explained that as he understood it this point release had a large number of interdependencies between Financial Aid, Registration, and Accounts Receivable so a partial upgrade of Financial Aid seemed unlikely.
  5. Suggestion for meeting topics (workshops) – Bob Walker stated that Terri Tomblin-Byrd had suggested using the BUG-T meetings for informational and instructional workshops presented by members of the group. Bob asked the members for suggestions on workshops needed and for volunteers willing to present workshops.
- Announcements
    - Next Users Group Meeting: September 12th, 2000 – Drinko Library 439
    - BANNER Training: See <http://www.marshall.edu/banner/bannertraining.htm>
    - SCT Users Group Meeting: April 8-11, 2001, Toronto, Canada
  - Adjournment – The meeting was adjourned at 3:15 p.m.