

Banner Users Group – Human Resources (BUG-H)
Minutes – Meeting of Tuesday, June 10, 2008

Present: Butch Burriss, Deirdre Carrico, Christie Chaffin, Carol Hurula, and Glenna Racer

Additional Earnings Codes- Based on the use of the EPAF's for Graduate Assistants and Part-time Faculty this fall, the earnings code is a required field for the originator to complete. Currently, one earnings code exists for each of these earnings codes, GAT for Graduate Assistants and PTF for Part-time Faculty. As this field will need to be entered, discussion was made of the possibility of using this opportunity to expand the earnings code definitions in order to enable reporting needed by various offices. Several options, including codes for instruction, research, and clerical activities were discussed for the Graduate Assistant classification. An email will be sent to the members of BUG-H and to Michael McGuffey for feedback on the various needed earnings codes, so that all can be set up prior to entry of FY 2009 positions.

In relation to this, Glenna discussed the legislative bill out for comment right now for the conversion of sick leave outstanding to immediate payment based on a rate of 25% of an employee's daily pay. Glenna believes this is something that would be paid from the university payroll, but the funds are to come from a special amount set aside by the WV State Auditor's Office. The amounts are apparently to be treated similar to an annual leave payout at an employee's termination, with the amounts not being subject to any benefits. The ruling is out for comments until closer to the end of June, and Glenna said she would forward the information to the members of BUG-H.

Proposed Change in Time of BUG-H – Due to scheduling conflicts, if BUG-H is left at its current time several members will be unable to attend meetings through at least the end of this calendar year. In order to avoid this, it was requested that BUG-H consider a change in the day of the monthly meeting. Several possibilities were discussed, with no preference expressed by anyone. The only possibility receiving any preference by anyone was a move to the first Tuesday of the month, with a possibility of leaving the meeting at 10 a.m. This possibility will also be sent to all members of BUG-H by email in order to allow all members the opportunity for feedback before a decision is reached.

The meeting adjourned at 10:20 AM and the next regularly scheduled meeting will be on Tuesday, July 8, 2008 from 10:00 to 11:00 AM in the Human Resources Conference Room.