

Banner Users Group – Human Resources (BUG-H)

MINUTES

HR Services Conference Room, 207 Old Main

May 4, 2010

Present: Shyla Abraham, Amanda Archer, Michelle Douglas, Mary Ellen Heuton, Carol Hurula, Ann Knotts, Sherri Noble, Juanita Parsons, Glenna Racer, Erica Thomas, Bob Walker

Old Business

EPAF Report: Erica reported about the status of Summer School EPAFs. She questioned whether to start letting the Originators enter the query dates without defaults, which will allow EPAFs to be more generic and flexible. Glenna discussed the meeting that took place with various MU and MURC representatives with a Virginia Tech employee. The meeting was to discuss ways to improve our EPAF development compared to Virginia Tech, where they have experienced great success with the process.

Self-Service: Bob stated that it is almost ready to be installed in Preproduction. The hold up on this project is for Sunguard to come and install it. He said that we needed to meet to decide what we want out of Self-Service. Glenna also stated that it would impact leave in Banner.

Total Compensation Statement: Michelle stated that we are waiting on the decision from President Kopp. She said that she will discuss this with Layton Cottrill to see where the situation stands.

Workflow: Mary Ellen stated that it needs to be installed and tested.

Leave in Banner: Glenna stated that we are at a standstill because of the Self-Service status.

New PAF Forms: A group of employees met to discuss the three new PAF forms. They had a number of good suggestions and changes, one being a fourth PAF form for "Other Actions."

WP Addresses: Glenna reported that Payroll has given HR permission to enter new WP Addresses only. They cannot change addresses for current employees.

New Business

E-Classes: Erica suggested generating additional e-classes based on the EPAF meeting with Virginia Tech. The group discussed pros and cons of adding e-classes. Shyla stated that it would make Payroll processing easier.

Next Meeting: Tuesday, June 1, 2010, 10:00 a.m., HR Services Conference Room, 207 Old Main.