

BUG-L Minutes

March 27, 2014

MEMBERS PRESENT:

Judy Blevins
Pat Gebhart
Juanita Parsons
Erica Thomas
Amy Workman

Meeting was called to order at 11:00 am.

OLD BUSINESS:

Minutes were approved for the November 18, 2013, meeting.

SPAIDEN (GOAMTCH) TRAINING – Amy and Pat reported that the special GOAMTCH training sessions conducted for the individuals required to participate in order to retain their privileges (to “Add” records to General Person) went well after the first session; they had to make a few adjustments to their presentation.

Our trainers met the targeted time frame for conducting the required instruction as designated by the BOC. Sessions were provided beginning February 17 through February 26, 2014. Amy reported that 65 employees participated.

NEW BUSINESS

FAREWELL TO PAT GEBHART – Judy presented Pat with flowers on behalf of the committee in appreciation for her years of service as a BUG-L member and for her years serving as the Banner Basic Navigation trainer. Pat is retiring April 1st after 40 years of employment with the University.

Judy expressed appreciation to all of the committee members for their commitment as volunteers to provide regular, recurring Banner training to the University’s faculty and staff. She stated that no one in the university community claims responsibility for “owning Banner training” but thanks to BUG-L members, instruction has been and continues to be offered generally on a monthly basis.

FINANCE TRAINING – Juanita stated that during the month of June, Banner Finance courses will not be formally scheduled due to the fiscal year-end responsibilities of the Finance Department. However, if any employee inquires about training in her area of expertise during June, please refer them to her and she will provide assistance one-on-one.

Meeting was adjourned at 12:00 pm.