Banner Implementation Team Meeting  
June 15, 2001

Present: Carolyn Alexander, Keith Campbell, Trey Chiles, Bill Fritz, Charles Gilbreath, Dan Hammond, Mike Moore, Wanda Taylor, Winnie Tsang-Kosma, Tim Woltering, and Joann Worthington

Approval of Minutes
The minutes of the May 18, 2001 meeting were approved.

Announcements
Bill stated he had no news to report, as he had been away from campus for the past two weeks or so, this meeting was just to catch up. If anything changes regarding the budget situation that affected the implementation, he would let the Banner team know. Bill reported he is still talking to the colleges and letting them know the Banner Team is concerned and will be responsive to the needs and concerns of the colleges.

Action item list follow-up
Please review action item list and let Wanda know which ones are complete.

Law Level
The College of Law will be set up as a separate level. Per Board of Regents guidelines, the College of Law level will be Professional. An additional meeting has been set up to discuss the issue of Law’s numeric grades and transcripts.

Mike stated he had some issues with Law regarding batching and classrooms and had extended an offer on handling the issues but had not received a response from the College of Law. Mike was invited to attend the follow-up meeting with Bill and the College of Law.

Joann reported that the College of Law was pleased to know that Banner could automatically feed the law activity fee in the ledger and Accounts Receivables have agreed to separate out the Law activity fee.

Registration Restrictions
Dan Hammond reported Banner could handle about 5-6 registration restrictions requested by the College of Business that could be up and running by the first registration cycle. Not all will be available when Banner goes live. Bill suggested the focus should be on end results and business practices might need to be changed. Bill should be kept in the loop, if problems occur, he will talk to the deans.

Dan H. reported he, Charles and Carolyn met with Karen to get her input on the registration restriction request. Bill advised spending the most time on the restrictions that get the most use across campus, such as upper level GPA restrictions and the ability of returning students to register in early registration as opposed to regular registration. Dan H. stated about half of the restrictions could be done easily; others would require the revisiting of policy.

Bill’s perspective was that the software should not drive business processes, but that some practices are in place because of limitations of the current system. Therefore, the end result should be emphasized and both software and business processes should be examined and balanced.

Focus Team Charters
Keith distributed an updated copy of the Technical Transfer Team’s charter. Mike distributed a draft of the Reporting Team’s charter. Mike stated the Reporting Team has a broader institutional charge beyond Banner. John is working on the General Person Team charter. Tim and John reviewed and modified the section on primary success measure for the Transfer Articulation charter. The updated charters will be posted to the web before the next Implementation Team meeting.
Team Reports
Joann reported that one of the cashiering systems she examined has a function that would allow the University to enter deposits at their desktops that would feed to Student accounts which would result in a reduction of time spent at the Student Accounts window conducting banking business. Bill asked Joann to make a chart of the pros and cons of the systems she is reviewing and to come out with a strong position on the one she likes.

Keith reported on the web enable forms and suggested making the browser full screen and setting the resolution to 800 x 600. He stated he would call a meeting next week to discuss web-enabled forms.

Dan H. reported on a meeting with Cherise, Karen and Caroline Gergerly regarding Disability Services, and their issues using Banner. Disability Services use a stand a long system that maintains all disability students. Ms. Gergerly does not want the information to be on Banner and would rather pull the information needed and manually input and maintain their own system. Bill asked Dan to send him an email documenting the meeting and to invite him to a follow-up meeting. Bill felt the decision had been made regarding Banner and that the larger policy issue was who owns data and that Disability Services need to debate the issue with members at a higher university level other than the Banner team.

Tim reported the PACE rewrite is scheduled to start July 1 and finish April 10, 2002. Carletta Duncan will replicate in Banner the OASIS forms and students will have the ability to print PACE Evals from the web.

Tim asked if the decision had been made to create general college codes for dumping transfers and undecided freshman instead of in the College of Arts and Sciences. Bill stated he would go back to the EMG and college deans to verify that a general college code had been approved already but was deferred until Banner.