Agenda

Banner Operations Committee
January 5, 2023

I. Call to Order: 2:07pm- Tracy Raby

II. Approval of Last Month's Minutes- Motion: Mitchell Bazzel, Second: Ashley Miller

III. Roll Call:
Present: Tracy Raby, Brittani Stone, Ashley Miller, Jerrie Smith, Jerry Stephens, Linda Graves, Mitchell Bazzel, Morgan Meadows, Penny Pitts, Valerie Sellers, Jeffrey Guenther

Absent: Victoria Mould, Robin Moore

IV. Available Patches/Updates
- Linda Graves – End of Year Regulatory Banner Patches/Releases and Forms Processing Timeline (Bring sample of forms planned to be used by offices)
  o Linda found a couple of caveats for updates/patches/releases
  o HR: Caveat for patch 8.21: New Intellecheck file, New Signature (takes 10 days)
  o Employee SS: known defect- earnings do not display in the employee web paystub after applying the ESS 8.21 release
  o Finance: FAB199N: possible configuration change
  o For W-2, Jerrie/Morgan will do manual input of
  o 1095: once they are run, will need to fix start months
  o Hoping to put these into prod by the 15th.
    ▪ Testing from now-15th
  o Tax Tables updated after W2
  o **Linda shared the Banner Releases and Patches Jan2023 spreadsheet and the estimated timeline for January Patches on the Portal Page**

V. Banner 9 SSB
- Jerry Stephens – Update on SIG calls in December
  - SIG Calls: Still waiting on more information from SIG
  - Still don't have an end date for Banner 8 from Ellucian (B8SS is only in support mode now)
- Next Steps
  - Jerry will get with SIG account managers and pass the information up

VI. ARGOS Reports
- Continued discussion on possible cleanup- ***Possibly this summer***
- Linda can run a report with the folders and reports and the last time they were run to help identify what could possibly be cleared, she will send that out when we are closer to having time to work on it **(will have a special meeting to look at ARGOS reports)**

VII. Other Business
- Jeffrey Guenther request: Long term project (2024-2025): Employee positions having position control numbers, faculty in a dept., that budget line would have a budget code attached to it (will follow up with Morgan about this)
- Registration: Starting in the fall, Registrar is keying in the schedule BY HAND instead of rolling (like usual). Provost will review what the professors are teaching, etc. and then it will come to Tracy and she will code them all consistently (will do this for Fall, Spring and Summer for one year)
  - Instruction method code did not change; but the description did
  - Added new schedule type: ActiveFlex and Online with on campus exams
  - Schedule going live March 1
- Penny Pitts: Penny has headcount report by county (permanent vs mailing) – is there a way to update counties in permanent and mailing addresses from AP to Banner? AP currently pushing to permanent address. Ashley will review with AP and let us know and Tracy will check what she has too.

VIII. Set Time for February Meeting: Thursday, Feb 2, 2023 at 2:00pm

IX. Adjournment- 3:22pm Motioned: Mitchell Bazzel, Second: Penny Pitts