



Banner Operations Committee
November 15, 2022 Notes

- I. Call to Order: 9:04am – Tracy Raby
- II. Roll Call
Present: Tracy Raby, Brittani Stone, Ashley Miller, Jerrie Smith, Jerry Stephens, Linda Graves, Mitchell Bazzel, Morgan Meadows, Penny Pitts, Valerie Sellers, Victoria Mould
Absent: Jeffrey Guenther
- III. Purpose of Committee
 - Charter: The Banner Operations Committee (BOC) is to assure optimum use of and benefit from the Banner system for all users: students, administration, faculty, staff, alumni and the public. This group is also responsible for reviewing, researching, approving, testing, and implementing best practice processes to insure they are in align with policies and procedures.
 - Tracy Raby: “We want to keep communication with all departments and stay up to date with all Banner updates through IT.”
- IV. Banner 9 SSB
 - Update from Jerry Stephens
 - This committee gets a good portion of users together and on the same page (decision makers and doers).
 - What is available on Banner SS9 as of March 2022:
 - *Student:* Profile, Financial Aid, Accounts Receivable, Degree Evaluation, Enrollment Verification, Graduation Application, Transcript Request
 - *General:* Personal information, Direct deposit, action item processing, communication management, page builder, proxy access (student and proxy experience), Surveys
 - *Registration:* Student Registration, class schedule, faculty card, course catalog, registration status, plan ahead
 - *Faculty:* Faculty Grade entry, attendance tracking (we are using this already) Student academic review, faculty feedback, faculty view of student info, class list, advisee list, drop roster
 - *Finance:* My finance, my requisitions, my finance query, my journals, my approvals, my budget, my purchase orders

- *Employee*: Employee Dashboard, position description, effort reporting labor redistribution, time entry and leave management, personnel actions, campus directory, faculty load and compensation, salary planner, benefits administration and regulatory tax pages
- Direct access applications we have deployed:
 - General 9.11.0.1 July 2022
 - Employee 9.19.0.1 June 2022
 - Extensibility 9.10.1.1 August 2022
 - Student 9.20.1 July 2022
 - Registration 9.25.1 July 2022
 - Finance 9.1.5.1 August 2022
 - Faculty 9.18.1 July 2022
 - Communication management 9.7.5.1 August 2022
- Currently balanced on all banner instances (PBAN, TBAN, DBAN)
- ***Moving forward, upgrades will be loaded to TBAN then after testing to DBAN and then directly to PBAN***
- Testing needed: for upgrades to Document Management API, Student API and Student E Transcript API
- SIG (strata info group) for previous assistance with B9SS
 - No technical staff that received that training remain
- Additional SIG assistance?
 - Additional Costs
 - Upcoming Scoping Calls (# of hours of help needed)
 - Purchase requisitions (Finance) in the pipeline
- COBOL vs Java
 - COBOL- Common Business-Oriented Language
 - Banner uses COBOL programs in the General, AR, Payroll and FA applications
 - Sept. releases, which we have not applied, are shipping Banner COBOL programs converted to JAVA
 - Support for Banner Pro Cobol programs will officially end Oct 1 2023 until then Ellucian will support COBOL and JAVA
 - **Pros and Cons for Us?**
 - Pro: saves money for us
 - Cons: Staff doing testing to make sure JAVA works the same as COBO
 - No homegrown COBOL programs that will need updates
 - Linda sent the article detailing which processes/pages affect each department
 - More information coming in the upcoming weeks

- Upcoming Upgrades:
 - CYE regulatory upgrades coming up soon:
 - W-2s, 1098-Ts, 1099s, 1095s
 - Good shape with pre-reqs to load those in fairly easily
- Linda asks if interested in implementing a more formal testing process?
 - Big meetings and small modular groups for patches
 - Reason: to go over timing and what needs to be tested from each department
 - Helps to have structure because we don't always have the dedicated time to get together and test and have clear understanding between all departments
 - Helps us out that IT loads patches on their own
 - ***Jerry/Linda will notify us of upcoming patches at meeting (Standing Agenda item) and who it applies to and those involved will plan a time to meet and test as needed (3-4x annually for big updates)***
 - *We cannot get so behind on any upgrades because of the dependencies between systems*
 - **Motioned:** Mitchell Bazzel **Seconded:** Penny Pitts (motioned passed with no objection)
- What's next?
 - Need a proposal from SIG for cost and help, need to move forward ASAP
 - We are all working and learning together on this

V. Single Sign On (SSO)

- Need something for students to be able to change their own passwords without the helpdesk
- When B9SS is implemented, SSO is required
- Helpdesk adjustments/documentation updated
- SSO methodology will be for computer login, Banner, Degreeworks, email, etc.

VI. CPOS (Financial Aid)

- Not a part of B9SS, next big thing after Banner 9
- Needed to make sure that students are not taking classes not in their degree plan
- 2-3 year timeline
- Links to Degreeworks, FA
- Requires Dean and Department chairs for meetings
- Daily reports about who is out of compliance

VII. ARGOS Reports

- Possible Cleanup
 - More defined titles and cleaning up reports that do not work
 - Request for all of us to clean up broken reports
 - Linda can pull report of who created and the last time the reports were run, so we can check the lesser used/ broken reports
 - Schedules running that don't need to be run
 - Linda to do some testing in the test environment for MAPS
 - Designing datablocks in the testing environment moving once it's ready
 - Renaming current reports
 - Look into possible using 1ACCS naming system/format
 - **On new reports: Include purpose and who it was made for in the description**
- **To review:**
 - **List of reports, list of schedules and 1ACCS naming system/format**

VIII. Other Business

- Jerry Stephens- allow employees to use Banner to store documents in BDM for ADA services, working on upgrading BDM (Application Extender) (indexing from SPRIDEN vs GOAMEDI)
 - i. Purpose GOAMEDI for ADA Services and possibly HR (ADA employees only see their documents and HR only sees sensitive HR documents)
- Add Enrollment Services Data Analyst to the committee when position is filled
- Add Coordinator of Academic Affairs (Robin Moore) to committee

IX. Set Time for January Meeting- Thursday January 5th 2:00pm-3:00pm

X. Adjournment: 10:29am- Tracy Raby