



Banner Steering Committee

Meeting Notes
January 15, 2016
2:00 pm – 3:00 pm
Board Room

Present: Nancy Shepard, Eric Houck, Josh Collins, David Gault, Kelly Groppi

Absent: Nancy Coughlin, Vickie Donaldson, Nancy Funk, Melissa Greene, Kent Gross, Ben Harris, Doug Haugen, Lori Luddon, Nancy Miller, Valerie Roberts, Charlie Roche, Bart Scott, Scotty Thomason, Meghan Witherell, Dylan Paoli--
Student Representative

Notetaking: Deanne Delano

- 1) Notes from December 16, 2015, were reviewed. Minutes were accepted as complete. Deanne Delano will post to the website.
- 2) Update on Ellucian Action Planning: Draft of one-year action plan on January 26, 2016, may have more information. We gave them feedback for year one and it will be updated. Year one will dig into the processes and prioritize. Ellucian has recommended other software. Workflow and Luminis 5. Demos are scheduled end of January 2016. (See below.)
 - Workflow: This product is new to us. It is a good tool to transfer, or alert action, and to transport documents from one place to another, as in an approval process. Possibly a year-two product to consider. It is not clear yet what specific hardware would be required to use Workflow.
 - Luminis: We have not yet used all the features. Soon Luminis 4 will not be supported and will not sync with some systems. It was noted that with regard to Luminis, it would be a good idea to follow up with SIG before implementing Luminis. It was also suggested that it would be a good idea to have a single sign-on for student e-mail.
- 3) Ellucian Demos: Workflow and Luminis 5. Demos are scheduled for both products the end of this month, tentatively January 27 and 28, 2016.
- 4) CISOA 2016 Conference, Anaheim, CA, and February 21-24, 2016: Good conference that is worthwhile to attend. COS has attended the last few years. The format is usually focused on IT tracks and Banners group. Registration is still open. Sometimes a few presentations are shared online. Eric Houck will attend this conference.
- 5) Ellucian LIVE 2016—Denver, CO, April 17-20, 2016: This conference is more comprehensive and includes every area of Banner technology. It has virtual registration so registered participants can attend sessions live (online). If COS registers for the conference they will get full access to all presentations, etc. Perhaps it's worth considering for next year if the conference moves closer to the West Coast.

6) IT Project Updates:

- **CCC Apply:** Moving forward. David Gault and Eric Houck are working on that.
- **Upgrades:** Working on year-end Banner forms and testing for W-2's as well as financial aid upgrades as needed.
- **Waitlists.** Not functioning correctly. IT has not diagnosed what is happening. The Waitlist should be corrected in time for summer and fall sessions.
- **Power Outage.** The server room got hot. Erptesthost shut itself down (Banner test server). It's good it was not the new Banner servers that are still in the boxes.

7) Other: No other items were discussed.