



Banner Steering Committee

Meeting Notes
January 27th, 2017
10:30 am – 11:30 am
Board Room

Present: Josh Collins, Nancy Coughlin, Nancy Funk, Bethany Golly, Ben Harris, Jan Harris, Eric Houck, Anne-Marie Kuhlemann, Bart Scott, Todd Scott, Julie Williams, Megan Witherell

Absent: Vickie Donaldson, David Gault, Melissa Green, Kelly Groppi, Kent Gross, Doug Haugen, Nancy Miller, Theresa Richmond, Val Roberts, Scotty Thomason

Notetaking: Bethany Golly

- 1) **Meeting notes** from previous meetings are being located, and will be distributed as soon as possible.
- 2) **Cloud Migration:** It is planned to migrate Banner to the cloud on Friday, February 10th. Banner will be shut down on the evening of February 9th, uploaded into the cloud, tested, and should be working by Monday morning for everyone. If cloud-based Banner is not functional on Monday, Banner will be brought back up on the local servers until it can be successfully transferred to the cloud. There should be little noticeable difference for end users other than Banner working faster.
 - Tests will be in the cloud, but will be one test environment instead of multiple environments
 - DegreeWorks will be part of migration
 - Single sign-on capability will most likely be unavailable until Luminis (Navigator) is upgraded
 - Faculty should be reminded that census needs to be submitted by February 6th deadline
 - Notices for Banner being down should be posted on the website so students are aware
- 3) **CISOA/3CBG Conference – Monterey:** Multiple employees will be attending the tech conference for Banner, and will provide opportunity to network with other users of Banner and Ellucian.
- 4) **Luminis Upgrade:** Upgrade will hopefully occur in April.
 - Single-sign on capability for students
 - Mobile-ready website will be much more accessible for students, and will have mobile app capability
 - Will be renamed MySiskiyous, rather than Navigator, and appearance will be revamped
 - Should have a remarketing campaign or launch to reintroduce to students and staff
 - Will not be able to be used in place of Comevo

- 5) Touchnet Implementation:** Touchnet is a payment gateway system that will replace Official Payments system. Touchnet is an Ellucian partner, so implementation should be straightforward, and will hopefully be implemented around April.
- It will not initially have payment plans, but has tie-ins for payments being made and will reduce credit card fees. It has multiple functions and improvements for administrative management; however, future implementation of payment plans is desired by COS for reduction of errors and automation.
- 6) Banner Access Forms:** New forms for granting access to Banner have been created, and are available under the Resources tab in Navigator. These forms should be filled out, then scanned and submitted through a tech request. This should simplify the system, and will enhance security by giving individuals access based on their security classes (Administrative Assistant, Technician, Manager, etc.), rather than giving every individual full access and risking security issues. Nancy Funk notes that supervisors should familiarize themselves with what employees require what levels of access and then create security classes based upon those needs. Forms will eventually be migrated to being entirely online rather than needing to be printed and scanned.

Next meeting: *Thursday, February 9th, 2017 (2pm-3pm)*