



Meeting Agenda/Minutes
Group: MBUG Executive Committee

Purpose of Meeting:	Monthly Executive Committee Meeting		
Meeting Date:	September 9, 2004	President:	Cay Lollar
Start Time:	10:30 a.m.	President-Elect:	Dianne Walton
End Time:	1:00 p.m.	Treasurer:	Becky Finley
Location:	IHL - Jackson	Secretary:	Debbie Loden

Attendees/Title	School	Present/Absent
Kevin Baker	Holmes CC	Present
Jane Boone	MGCCC	Present
Milo Crabtree	MS State	Absent
Ricky Creel	Meridian CC	Absent
Sherry Crocker	Northeast CC	Present
Jerry Danner	Jackson State	Absent
Tammie Dill	Itawamba	Present
John Elliott	DSU	Absent
Becky Finley	DSU	Absent
Chris Halliwell	IHL	Present
Felicia Harried	Alcorn	Present
Donna Hayden	Alcorn	Present
Mike Herndon	MGCCC	Present
Steve Howard	Pearl River CC	Absent
Karen Key	MS College	Absent
Debbie Loden	ICC	Present
Cay Lollar	MUW	Present
Lisa McDaniel	MUW	Present
Dianne Walton	Meridian	Present
Carmela Staten	MS Valley	Present

MINUTES

Cay Lollar, President, called the meeting to order.

Secretary's Report

Minutes from June 9, 2004 were reviewed and approved by acclamation. Felicia can now post them to the web.

Conference Chairperson

Debbie Loden, ICC, and Sherry Crocker, NECC, have agreed to serve as Co-Chairs for the 2005 conference.

Conference Committees

- Program Committee
 - Dianne Walton, MCC
 - Diane Garvin, ICC
 - Ricky Creel, MCC

- Registration
 - Tammie Dill
 - Donna Hayden
 - Lisa McDaniel
 - Becky Finley

- Vendor
 - Mike Herndon
 - Jane Boone

- Hospitality
John Elliott
~~Chris Halliwell~~
Milo Crabtree
- Door Prizes
Carmella Staten
Cay Lollar
- Floater
Felicia Harried
- Technical Coordinator
Kevin Baker

Conference Brainstorming

Suggestions for SCT trainers to come to MBUG:

Financial Aide: Audrey Clay
Jim Brasher
Finance: Jim Klaiber
Charlie Page
Melissa Ackerly-Meadows
HR:
Student: Kim Savings-Sherman
Technical: Rick Clark
Alumni:

Kevin Baker is checking into providing a server to network with Banner to use at MBUG.

Topic Proposals:

November 1 is the deadline to submit proposals for topics

Suggested topics:

Banner for Dummies/Back to Basics
Online Requisitions – eVisions
have one BOF the first day and another BOF at the end
Budget development
CAPP
Forms – creating/modifying (Boss Cars)
Oracle reports
Location/Events Management

Keynote Speaker recommendations

Ayanna Gregory
Deborah Tierce
presenter from Siemens People Builders – Sherry Crocker will get more info on him
stress management presenter – Cay Lollar will get more info

Registration announcement

Chris recommended that we go ahead now and send out an announcement to all Banner users giving the dates, location, room costs, etc.

Registration fee

We will set this at the next meeting or when we know more about what our costs are going to be.

Vendor fees

Mike recommended that we raise vendor fees from \$350 to \$400. Everyone agreed that this would be ok.

Doorprizes

Each institution is to bring a doorprize valued at \$25.00 or more.
MBUG will purchase something to give away (comparable to the 2 palm pilots that we gave last year)
Check with Whispering Woods about donating a week-end stay at the hotel.

Next meeting

The next meeting will be November 15 at 10:30 a.m. at IHL.

Minutes recorded by Debbie Loden, Secretary