

## MBUG Executive Committee

<b>Purpose of Meeting:</b>	<b>Executive Committee Meeting</b>		<b>Approved:</b>		
<b>Meeting Date:</b>	<b>February 10, 2022</b>		<b>President:</b>	<b>Keilani Vanish</b>	
<b>Start Time:</b>	<b>10:00 a.m.</b>		<b>President-Elect:</b>		
<b>End Time:</b>	<b>12:30 p.m.</b>		<b>Treasurer:</b>	<b>Joyce Dixon</b>	
<b>Location:</b>	<b>Zoom</b>		<b>Secretary:</b>	<b>Cindy Hampton</b>	
			<b>Past-President</b>	<b>Lilly Austin</b>	
<b>Representatives</b>	<b>Technical/ Functional</b>			<b>Phone</b>	<b>Present/Absent</b>
Officer	President	Keilani R. Vanish	<a href="mailto:keilani.r.vanish@jsums.edu">keilani.r.vanish@jsums.edu</a>	601-979-0330	PRESENT
Officer	Pres-Elect				
Officer	Treasurer	Joyce Dixon	<a href="mailto:jadixon@mvsu.edu">jadixon@mvsu.edu</a>	662-254-3308	PRESENT
Officer	Secretary	Cindy Hampton	<a href="mailto:hampton@mc.edu">hampton@mc.edu</a>	601-925-3485	PRESENT
Officer	Past-President	Lilly Austin	<a href="mailto:laustin@holmescc.edu">laustin@holmescc.edu</a>	662-472-9146	PRESENT
Alcorn State University	Technical	Desmond Stewart	<a href="mailto:desmond@alcorn.edu">desmond@alcorn.edu</a>	601-877-6633	ABSENT
Alcorn State University	Functional	Tracee Smith	<a href="mailto:tracee@alcorn.edu">tracee@alcorn.edu</a>	601-877-6170	PRESENT
Delta State University	Technical	Patsy Vaughn	<a href="mailto:pvaughn@deltastate.edu">pvaughn@deltastate.edu</a>	662-846-4028	ABSENT
Delta State University	Functional	Chrisa Mansell	<a href="mailto:cmansell@deltastate.edu">cmansell@deltastate.edu</a>	662-846-4050	PRESENT
Holmes Community College	Technical	Steven Tiller	<a href="mailto:stiller@holmescc.edu">stiller@holmescc.edu</a>	662-472-9091	ABSENT
Holmes Community College	Functional	(Officer)	<a href="mailto:laustin@holmescc.edu">laustin@holmescc.edu</a>	662-472-9146	
IHL	Technical	Shirley McKay	<a href="mailto:skelly@mississippi.edu">skelly@mississippi.edu</a>	601-432-6521	PRESENT
IHL	Functional				
Itawamba Community College	Technical	Allen Coleman	<a href="mailto:alcoleman@iccms.edu">alcoleman@iccms.edu</a>	662-862-8105	PRESENT
Itawamba Community College	Functional	Sandi South	<a href="mailto:ssouth@iccms.edu">ssouth@iccms.edu</a>	662-862-8956	PRESENT
Jackson State University	Technical	Gene Bradley	<a href="mailto:gene.l.bradley@jsums.edu">gene.l.bradley@jsums.edu</a>	601-979-1042	ABSENT
Jackson State University	Functional	(Officer)	<a href="mailto:keilani.r.vanish@jsums.edu">keilani.r.vanish@jsums.edu</a>	601-979-0330	
Mississippi College	Functional	(Officer)	<a href="mailto:hampton@mc.edu">hampton@mc.edu</a>	601-925-3485	
Mississippi College	Technical				
Mississippi Delta Community College	Technical	Gina Goetzinger	<a href="mailto:ggoetzinger@msdelta.edu">ggoetzinger@msdelta.edu</a>	662-246-6283	PRESENT
Mississippi Delta Community College	Functional	Tyeshia Green	<a href="mailto:tgreen@msdelta.edu">tgreen@msdelta.edu</a>		PRESENT
Meridian Community College	Technical				
Meridian Community College	Functional				
MS Gulf Coast Comm. College	Technical				
MS Gulf Coast Comm. College	Functional	Louise Brown	<a href="mailto:Louise.brown@mgccc.edu">Louise.brown@mgccc.edu</a>	601-928-6278	ABSENT
Mississippi State University	Technical	Drew Boyles	<a href="mailto:dboyles@its.msstate.edu">dboyles@its.msstate.edu</a>	662-325-7019	PRESENT
Mississippi State University	Functional	Arjeanetta Cary	<a href="mailto:acary@meridian.msstate.edu">acary@meridian.msstate.edu</a>	601-484-0102	PRESENT
Mississippi University for Women	Technical	Aaron Brooks	<a href="mailto:abrooks1@muw.edu">abrooks1@muw.edu</a>	662-329-7377	PRESENT
Mississippi University for Women	Functional	Shannon Lucius	<a href="mailto:smlucius@muw.edu">smlucius@muw.edu</a>	662-329-7135	ABSENT
MS Valley State University	Technical	Carmela Staten	<a href="mailto:carmela@mvsu.edu">carmela@mvsu.edu</a>	662-254-3649	PRESENT
MS Valley State University	Functional	(Officer)	<a href="mailto:jadixon@mvsu.edu">jadixon@mvsu.edu</a>	662-254-3308	
Northeast MS Community College	Technical	Mark Nichols	<a href="mailto:mdnichols@nemcc.edu">mdnichols@nemcc.edu</a>	662-720-7458	PRESENT
Northeast MS Community College	Functional	Shannon Tucker	<a href="mailto:sttucker@nemcc.edu">sttucker@nemcc.edu</a>	662-720-4084	ABSENT
Pearl River Community College					
Pearl River Community College	Functional	Hannah Miller	<a href="mailto:hkmiller@prcc.edu">hkmiller@prcc.edu</a>	601-403-1214	ABSENT
Program Director		Edith Riley	<a href="mailto:egr1@msstate.edu">egr1@msstate.edu</a>		ABSENT

1. **WELCOME** - Keilani Vanish, President
2. **APPROVAL OF THE MINUTES** – The minutes were reviewed by the board and a motion to approve the minutes from December 9, 2021 was made by Lilly Austin and seconded by Joyce Dixon. All members present were in favor of approving the minutes.
3. **FINANCIAL REPORT** – Joyce Dixon, Treasurer, reviewed the financial report and stated we have \$38,808.55 in our account.
4. **MEMBERSHIP DUES** – Joyce Dixon, Treasurer stated invoices have been sent out for membership dues. Seven institutions have paid.
5. **MBUG Conference 2022** – We are moving forward with having the conference at the Tupelo Convention Center September 11-13, 2022. Sandi South, Logistics Chair, said the convention center and hotel has everything reserved for us. Sandi South will check on the hotel room prices. Joyce Dixon will be updating the conference registration form and have it ready in April once she knows the hotel room rates. The board decided not to raise the registration fee of \$125. The late fee will remain the same at \$50. Carmela Staten asked if there would be a limit on the number of attendees for the conference. Allen Coleman and Sandi South both spoke about the upgrades to the convention center and how much bigger the space is now. Unless the convention center has restrictions, the board will not be limiting the number of attendees. Allen nor Sandi thought there would be any limit restrictions.
6. **Conference Committees**
  - Logistics – Sandi South
  - Sessions/Keynote Speaker/Food Drive – Edith Riley
  - Vendors – Shirley McKay
  - Registration – Joyce Dixon
  - Bags/Give Away – Tracee Smith

- Printed/Digital Program – Carmela Staten
  - T-shirts/Board Polos – Cindy Hampton
  - Door Prizes – Joyce Dixon
  - Presenter Gifts – Sandi South
  - Technical – Allen Coleman
7. **Conference Program** - Carmela Staten asked if we should look in to having a digital program instead of a printed program. Everyone liked this idea. Mark Nichols and Allen Coleman will assist Carmela in seeing if there is an app available that we could use that would be free or not too costly. If that does not work out, we will print the program.
  8. **Sessions for the conference** - There was more discussion on how we could improve our conference to gain more attendees and have meaningful sessions. Aaron Brooks, Sandi South, and Gina Goetzinger all mentioned that they have many new Banner users on their campuses and have the need for some good sessions for new users. Areas mentioned were A/R, Financial Aid, Registration, and HR. Shirley McKay mentioned she would like a session on running Banner reports specifically in the Finance/Financial Aid areas. Keilani Vanish is reaching out to someone to do a presentation on Academic Works that is used for student scholarships. Cindy Hampton will check with Strata Information Group (SIG) to see how they can help us. Cindy Hampton said the board members should all be able to present or have someone from our institutions do presentations or BOFs on Basic Banner processes. Carmela Staten mentioned that it would be good if there were sessions for each module on business processes that would give a broader overview of what happens for the year in a certain Banner area, like registration for example, and then have different sessions on specific setup/procedures within the business process.
  9. **Nominations for President Elect** – We need to fill the position of President Elect. The person should be from a community college. Keilani emailed all board members asking for nominations. Cindy Hampton has reached out to someone and is waiting for a response to see if they will accept the President Elect position.
  10. **Board Member Vacancies** – we need to fill board member vacancies from IHL, Meridian Community College, Mississippi Gulf Coast Community College, and Pearl River Community College. Aaron Brooks did reach out to his contact at Meridian Community College, Don Boles, but did not get a response. Drew Boyles mentioned he knows someone at Mississippi Gulf Coast Community College and he would be happy to reach out to them. Keilani Vanish will also reach out to Louise Brown at Mississippi Gulf Coast Community College. Cindy Hampton has reached out to Pearl River Community College. We currently want a technical and functional person from each school, but we are finding it harder to find that combination, especially with Ellucian managing many of the technical shops. It was discussed in today’s meeting and a motion was made by Lilly Austin that we not require a functional and technical representative, but two representatives from any Banner area. Keilani called for a vote and the motion passed unanimously.
  11. **Next Meeting** - It was agreed that we will do another zoom board meeting in April to see where we are with the planning of the conference. Keilani Vanish will reach out to everyone with dates.
  12. **Adjourn** – Keilani Vanish adjourned the meeting.