



TEAM BRIEF



- WHO:** This status report affects all areas on the backend (development), but not day-to-day users...YET
- WHAT:** The project is on schedule and on budget. HR and Finance module implementation extended.
- WHEN:** Status report – April 2024; **Go live date – Summer 2025**
- WHERE:** Online, across all campuses and the district office

ELLUCIAN BANNER STATUS REPORT

April 2024

2024 is racing along and April is already here. The Ellucian/Banner project is also racing along with four of the third-party products moving forward swiftly. *Jaggaer* (purchasing & contracts), *NeoEd* (recruiting & performance management), *Chrome River* (travel & expense), and *Syntellis* (budgeting) have moved beyond requirements and are starting configuration.

“Banner-speak” is starting to make its way into conversations and the circle of participants grows larger each month. Prepare to start hearing words like: SPAIDEN, FOAPAL, RPAINFO, and SGASTDN. Would you like to know more? Check out the **Banner Forms Glossary** below.

Extracts and data validation remain a steady activity for every group. Student applications will start to arrive, and class schedules will be built in the new *Banner* system in just under a year – all supporting Fall 2025 Registration. Review the *Look-ahead* sections below to learn more.

The project is on schedule and budget. We are still focused on the four core modules: **Student**, **Finance**, **Human Resources**, and **Financial Aid**.

Note: The *Banner HR* and *Finance* modules will become the official system of record as of the 2025-26 Fiscal Year. *Banner Student* will become the system of recording beginning with the Fall 2025 semester.

• PROJECT TIMELINE

- Financial Aid – October 2024
- Student – April 2025
- HR/Payroll – July 2025
- Finance – July 2025

• STUDENT

- **Completed:**
 - *General Person* (students) extracts round two
 - *Student Cohort* attributes, *Petition Processing*, and *DSPS, EOPS, CalWORKs* workshops.
 - Data extracts round two for *Academic History*
- **In Progress:**
 - Loading and validating data, e.g., *Student General, Catalog, Academic History*
- **Look-ahead:**
 - Building integrations between *Banner* and other applications
 - *User Acceptance Testing (UAT)* will begin in Summer 2024
 - *Faculty Load and Compensation* design (FLAC) and configuration in late Spring 2024
- **FINANCE**
 - **Completed:**
 - *Chrome River, Syntellis, Jaggaer* discovery sessions and workshops
 - Vendor data extraction & load (*General Person round two*)
 - **In Progress:**
 - Validation of the second *Chart of Accounts* load
 - Start integrations between *Banner* and third-party products
 - **Look-ahead:**
 - Development of job aids
 - *Accounts Payable* configuration and training
 - *Grants* module configuration and training
- **HUMAN RESOURCES**
 - **Completed:**
 - *HR Benefits* data extraction & load
 - Employee data extraction & load (*General Person round two*)
 - *HR Benefits* mapping
 - **In Progress:**
 - Testing of *Payroll*
 - Working with *NeoEd* on the *Applicant Tracking* module
 - Training on *Benefits Administration*
 - **Look-ahead:**
 - *Faculty Load and Compensation* design (FLAC) and configuration in late Spring 2024
- **FINANCIAL AID**
 - **Completed:**
 - Preparing for the new year (2024-25) updates/delivery
 - New year roll process (rollover of selected aid year-specific information)

- Onboarding a new financial aid consultant
- **In Progress:**
 - Testing new year updates for 2024-25
- **Look-ahead:**
 - *Scholarship Universe* Kick-off and Workshops
- **GENERAL/TECHNICAL**
 - **Completed:**
 - Held technical workshops for multiple technical products including:
 - *Ellucian Workflow*
 - *Experience* software development kit
 - A high-level training plan including unit-specific timelines
 - **In Progress:**
 - Expanding data available within *Insights* for reporting
 - Procurement of third-party tool to assist with user account management
 - Training plan learning objectives and outcomes is being developed
 - *Data Organization and Governance Standards (DOGS)* team meets regularly and develops strategies to keep our data safe, clean, and useful; additional announcements coming soon
 - **Look-ahead:**
 - Begin reporting assessment
 - Release *Banner Preview* to the general employee population
 - *Banner Document Management* configuration and training (rescheduled)

Link to project website: <https://livesocccd.sharepoint.com/sites/Banner>

GLOSSARY

- Business Process Analysis (BPA): A review of existing processes and comparison to a new process.
- DOGS: Acronym for *Data Organization and Governance Standards* team
- Ellucian: The company that created *Banner*, the enterprises resource planning (ERP) system
- Ethos: Tool used to move data between *Banner* and other applications
- FLAC: (Faculty Load And Compensation) merges faculty information from *Student* and *HR* systems and creates faculty assignments and pay
- General Person: *Banner* treats everyone as a “person,” meaning employees, students, vendors, and retirees are all tracked in the same area. The term *General Person* is a key change from our current *Workday-MySite* way of operating, as they were two separate collections of people, but in *Banner*, are one.
- Insights: Data warehouse and reporting tool

- Iteration: A *Banner* building process of gathering requirements, building/ configuring the system, conducting testing and remediation, then repeating that process
- Position Control Data: Information associated with every job position; a code assigned to a job
- Ellucian Experience: *Experience* will be the portal and main entry point into *Banner* for most users.
- Preview 50: A small subset of users--approximately 50--will be involved in targeted testing.
- UAT: User Acceptance Testing

BANNER FORMS GLOSSARY

- **SPRIDEN (General Person Identification Form)**: This form is used to enter or query person information in the system, including students, faculty, staff, and other individuals associated with the institution.
- **SFAREGS (Student Registration Form)**: This form is used to register students for classes. It includes information on course sections, registration status, credits, and levels.
- **SOATEST (Test Score Form)**: This form is used to enter and query standardized test scores for individuals, such as SAT, ACT, GRE scores, which can be used for admissions, placement, or credit purposes.
- **TSAAREV (Accounts Receivable Application Form)**: This form is used to manage student accounts, including charges, payments, and refunds.
- **FOAPAL (Fund, Organization, Account, Program, Activity, Location)**: While not a form, this is a critical concept in Banner's finance system, representing the structure of financial accounts and budgets.
- **RPAINFO (Faculty/Advisor Information Form)**: This form is used to enter and query information about faculty and advisors, including schedules, advisees, and office hours.
- **SFASLST (Student Class List Form)**: This form provides a list of students enrolled in a particular course section, often used for attendance, grading, and communication purposes.

