



MONTANA LEGISLATIVE AUDIT DIVISION

INFORMATION SYSTEMS AUDIT

Banner: Administrative Services System

The University of Montana - Missoula

FEBRUARY 2010

09DP-08

REPORT SUMMARY

The Banner system is used for key administrative functions and data management, and it enables employees to process everything from payroll to finances to student records.

Context

The Banner system is used by The University of Montana-Missoula (UM) to assist in the administration of financial, human resource, student, and financial aid records. Banner was developed by a third party vendor and customized through modifications developed by UM.

The Banner system consists of four modules:

- ▶ Finance – manages UM financial data including budget, accounts, ledgers, purchases, and payments.
- ▶ Human Resources – manages UM employment information and payroll processing including job and employee information, taxes, benefits, and deductions.
- ▶ Student Services – manages UM student academic information including admissions, class registration, course information, rosters, grading, and enrollment status of students.
- ▶ Financial Aid – manages the UM student financial aid process from the receipt of the student’s financial aid form through needs assessment and award issuance.

Results

This audit focused on the Finance and Financial Aid modules. Audit work was conducted to ensure:

- ▶ access to Banner is limited to users with identified business needs
- ▶ modifications to Banner follow UM change management procedures
- ▶ select Banner processing controls function as UM management intends

Overall, we did not identify any significant control weaknesses. We noted access is limited, change control procedures are followed, and select processing controls function as intended. As a result, there are no recommendations in this report.

Recommendation Concurrence	
Concur	0
Partially Concur	0
Do Not Concur	0
Source: Agency audit response included in final report.	

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