Banner Security, Training & Deployment Meeting Minutes-Corrected
January 3, 2011, 3:00pm-4:00pm

Attendees: Chien Shih, Susan Malmgren, Bill Baldwin, Suzanne Pfeiffer, Drake Lewis, Kurt Hueg and Kari Elliott (note taker).

1. EIS Website:
   - Status page to be added MyPortal as a channel.
   - Currently have Student status page is posted on EIS web site; will add other teams soon.
   - Add planned activities page.
   - Will post meeting minutes.
2. Security Model:
   - Student Channel dashboard – on target for end of February 2011.
   - Need ARGOS report who has access to what – requested by Hector Quinonez for Finance; Suzanne Pfeiffer has also requested for HR. Bill to forward report to Chien when ready.
3. INB Security:
   - Based on groups.
   - Need to create team to review employee groups for granting access to INB and forms.
   - Remove INB access from faculty and student employees once the Student Channel dashboard is live in February 2011.

Action Plan:
1. Security Access Report to Finance and HR for review; bring to Banner Security, Training & Deployment team for review. When approved, make into ARGOS report.
2. Student Channel Dashboard – on target for end of February.
   - Will invite a security consultant from SGHE or SIG to tighten up INB security after go live.
3. Future process for new hires.
4. Centralized reporting of issues.
   - Put channel on MyPortal under Employees with link.
   - Planned outages post in channel & general announcements.
5. Will implement restrictions to Banner reports channel so only people who ran the jobs can see the reports.
6. Will need to pull access from general access; have only reviewed 2 groups in Student.