# Banner Security, Training & Deployment Meeting Minutes
## May 16, 2011, 3:00pm-4:00pm

Attendees: Chien Shih, Susan Malmgren, Bill Baldwin, Paul Starer, Drake Lewis, Carleen Bruins and Kari Elliott (note taker).

**Objectives:**

1. Foundation Go Live – going well.
2. Better use of meeting time:
    - Improve student experience.
3. Student 8.4 Upgrade:
    - Summer registration begins May 25, 2011.
    - Tom Roza will come up with a contingency plan to revert back to 8.3 if necessary.
4. Split meeting into 2 meetings:
    - Banner Security meeting every other week.
    - Luminis meeting every other week.
5. HR wants to revamp their website:
    - Need to keep consistency throughout district website.
    - Omni Update can be used to update content in Luminis – Utah Valley Community College uses it.
    - Give guidance/recommendations to HR, not dictate how website should be.
        - Can recommend what should be on MyPortal.

Take Away Items:
1. Create a core group; invite others as needed.
    - Chien Shih, Susan Malmgren, Drake Lewis, Paul Starer, Carleen Bruins and Kari Elliott will be core group.
    - Use HR as a test group.
2. Meet after Memorial Day with HR – initiated by Dorene Novotny.
    - Invite Suzanne Pfeiffer, Dorene Novotny, Kurt Hueg, Marissa Spatafore and Becky Bartindale.
    - Objective of meeting is to discuss employee tab in Banner; goal setting meeting.
    - Meet bi-monthly.
    - Give HR homework after first meeting; decide what information should be internal (employee tab) and what should be public (district website).
3. Next week's meeting will be Banner Security.