EIS Core Committee
December 13, 2010 Meeting Notes

Attendees: Hector Quinonez, Tom Roza, Paul Starer, Suzanne Pfeiffer, Kurt Hueg, Drake Lewis Joe Lampo, Cindy Castillo, Nancy Chao, Fred Sherman and Kari Elliott (note taker).

1. Banner HR Upgrade to Create W2's:
   - Installing on PRODN; not complete yet.
   - SGHE recommends upgrades to be done with system shut down.
   - 3 Core team members recommend December 29, 2010.
   - After further discussion, Core team recommends December 28, 2010, 8:00am to start outage for upgrade; Tom Roza will report to rest of Core team the outage window.
   - Outage may affect waitlist – Joe will look into suspending waitlist during the outage.
2. Luminis Upgrade:
   - Ready for Lum PROD.
   - 10 hour outage.
   - Corrects rendering issues.
   - Scheduled for Martin Luther King holiday weekend with Financial Aid upgrade.
3. Grade Submission:
   - Using baseline Banner.
   - No confirmation of grades submitted – change language on form to make instructions clearer.
   - Faculty will need to check roster to verify grades.
4. FLAC Notifications:
   - Send out this week.
   - Run every night; deliver to deans every morning.
5. ARGOS Training:
   - No scheduled January 2011 training.
   - Check with Chien after Christmas break.
6. PDF/Excel Security:
   - Downloads create file on computer somewhere.
   - Pop up without downloading.
   - ETS is reviewing.
7. Date to Register Notifications – Portal:
   - No longer emailing dates to students.
   - Target message to students to check Portal for date to register when dates are available.
   - Need to know in advance to notify students.
8. Student Employee Email:
   - FHDA email set up for all employees.
   - Paystubs are sent to FHDA address.
   - Personal & FHDA emails checked as preferred email.
9. LDAP Status:
   - Unassigned departments.
   - Directory in Eudora is updated.
   - Web-based directory not replaced yet.
10. SSB Security Dashboard:
    - Matt Rapczynski will begin to work on January 2011.
    - Ready for testing February 2011.