

## **EIS Core Committee**

### **January 3, 2011 Meeting Notes**

Attendees: Chien Shih, Hector Quinonez, Tom Roza, Paul Starer, Suzanne Pfeiffer, Kurt Hueg, Drake Lewis, and Kari Elliott (note taker).

1. Channel for Reports on Banner:
  - Reports available to large audience; should not be widely available.
2. Patch Outage Windows:
  - Luminis 4.2.3 upgrade to PROD will need 10 hours.
    - Patch will resolve rendering issues.
  - Waiting for CalB approval for Financial Aid 8.9.
  - Tentative date for both patches is January 22, 2011 beginning at 8am.
  - Tom will email tentative date to Core members for approval & verify January 4, 2011.
3. 320 Reporting:
  - Need dedicated instance.
  - Hector has released PPRD (has been backed up) and will be refreshed in time for consultant January 6, 2011.
4. Yearly Outages:
  - Regulatory changes.
  - Core members suggested planning in advance for outages.
5. Grade Submission:
  - Successfully submitted.
  - Need a centralized problem report list on MyPortal.
  - Need standard for distribution information.
6. Security:
  - Anyone with access to INB has access to reports on Banner.
  - Filter not working properly; should only see reports specific to department, not all reports.
  - Security not defined properly?
  - Matt Rapaczynski will implement restrictions January 4, 2011 based on who ran jobs.
  - Need security plan.
    - Who has access to what and if it read only or read/write.