Portal Governance Committee

Meeting Date: 05/03/2013

Attendees: Todd Hynson (HSC Registrar), Krickett Marquez (FCO), Jon Bocock (NMEL), Sterling Crow (IT Student), Richard Valdez (IT Web), Adam Weeks (FSM), Jonahlyn Gilstrap (IT Web), Latrina McDaniels (HR)

1. **Portal Change Request - Learn Button 2013-04-01 (Jon Bocock)**
   a. Concern that there would be too many icons. Why do employees need to see the learn icon?
   b. NMEL intends to have staff in Learn in the future:
      i. Departmental level usage either for training or committees.
      ii. Continuing ed and EMS may also use it.
      iii. Community system/organizations possibly open up to student organizations that may involve staff/advisors.
   c. Concern that UNM Employees may confuse UNM Learn and Learning Central
      i. Employees are told about learning central when they first come to UNM. Are directed to it in other ways.
      ii. Some departments do send employees to the portal to get there.
      iii. This may need to be something we keep our eyes/ears open for. If lots of employees have this problem, it needs to be addressed.
      iv. Is there a way to tell via analytics whether employees how many employees are clicking on it?
   d. May 20th the icon will be moved to production.
2. **Portal Change Request - LoboAchieve 2013-04-02 (Stirling Crow)**
   a. Faculty/Advisors will use to:
      i. Connect with students.
      ii. Get updates on student followups to recommendations
   b. Students will:
      i. receive comments from faculty and advisors, summaries of meetings.
      ii. schedule appointments with advisors and instructors.

        iii. recommendations and referrals for UNM services such as tutoring.
- c. Question about Placement on UNM Business Applications. Better in Banner Resources section?
  - i. More employees will use LoboAchieve than LoboMart
  - ii. This is the primary place where advisors will go to do their work and is appropriate for the area asked for.
- d. Summer will be opened up to all students when volume of students is lower.
- e. New go-live May 28th.
- f. Point all links in portal to production.

3. Finance Tab Workflow Channel (Finance)
- a. Workflow upgrade this weekend causes a significant error in the workflow channel.
- b. The workflow channel will be removed from Finance tab for the time being.

4. Recommended Changes for Students in MyUNM (Discussion)
- a. Briefly went over a change request to start a discussion on potential changes to the Student Life tab and a new Financial Aid tab.
- b. Suggestions from those present
  - i. Look and feel is outdated
  - ii. LoboAchieve should also be added to Academic Resources Section
- c. The change request will be sent out with the minutes.

Action Items

- Richard will add Adam to the listserv.