

Portal Governance Committee

Meeting Date: 1/27/2012

Attending: Richard Valdez (IT), Jonahlyn Gilstrap (IT), Marisa Castaneda (SFAO), Antoinette Willis (HR), Lorrie Black (FSM), Krickett Marquez (SOM FHCO), Alex Gonzales (EM), Linda Johansen (IT).

1. LoboWeb for Students Channel Change Request
 - a. Change request was to add "How to" links to the LoboWeb for Students channel.
 - b. Change was approved and has been implemented in production.
2. Retiree Life tab Change Request
 - a. General inquiry about making changes to Retiree life was received as feedback from Karin Retskin.
 - b. Feedback was forwarded by email to Antoinette and Rita, the tab stewards for the Retiree life tab.
 - c. Antoinette did not see any of the emails and was not contacted otherwise. Rita was not present to respond.
 - d. No further information was received about what changes were needed.
 - e. Antoinette said any changes to the Retiree tab would need input from Retiree Services in HR.
3. Employee Personnel Action Notices (EPAN) Channel Change Request
 - a. The change request was to give access to the EPAN channel to faculty and staff. This change has been implemented in production.
 - b. HR will be creating documentation for adding the channel to a tab or will make use of existing documentation as needed. Will also be responsible for providing triage information for support.
 - c. Monitoring Sungard for upgrades and patches will need to be incorporated into the existing processes for monitoring for upgrades and patches to LoboWeb.
4. BANTR Clone
 - a. Will be down February 26th, 27th, 28th (Lorrie will verify)
 - b. Need text in the channel to let users know about the downtime.
 - c. Lorrie will spearhead the effort.
5. EMR Link
 - a. Change request to add a link to emr.unm.edu in the UNM Business Applications channel under the Reporting heading.
 - b. Antoinette is not ready to approve. Needs to review the change request.
6. Featured Content – Lynda.com
 - a. Lynda.com will be offered to students, faculty and staff.
 - b. Question was brought up how to represent this new service in the portal?
 - c. Everyone was comfortable starting with having it in the Featured channel.
 - d. Change requests may be forth coming
7. Finance Representation

- a. Lorrie is starting work on a new project and won't be able to devote time to PGC.
 - b. Julian Sandoval will become primary for Finance: will attend meetings and monitor listserv.
8. FAMIS
- a. An issue with the Famis link was identified: users on hsc/unmh networks can't access famis unless they use a special vpn link. Solution was to provide a special link for those with the HSC tab.
 - b. Lorrie is one of the users having this problem and asked if the link would work off campus.
 - c. A change request will be put in for this change and circulated to PGC once a workable solution is found.

Action Items

1. LoboWeb for Student change was put into production.
2. EPAN channel was made available to faculty and staff.
3. Lorrie will send information about BANTR clone maintenance to Richard and Jonahlyn.
4. Information about Lynda.com was put in Featured channel.
5. Jonahlyn will create a change request for Famis change.