Security Admin Meeting | MINUTES

AGENDA TOPICS

Welcome/Review Action Items

Local Admin Recertifications

Finance Update

CS Update

HCM Update

Audit Presentation for LSAs, July 13, 1 p.m.

Documentation Update/Training Update

New Shell Roles for LegacyLink/Legacy Transcripts

Offboarding Progress

HCM DUP for staff at two colleges; email for leave/time submission; instructor with wrong row/primary in HCM

Q/A

Action items	Person responsible	Deadline	Status
Add UPD/SACR to QRGs	Bill Ramirez/Jay Parker	Ongoing	In Progress
Create Job Aids by Job Function	SBCTC Security Team	Fall 2023	Open
See if there is a query for locating users with blank row/primary permissions in CS	Bill	July 2023	Open
Work with Functional Teams to update QRGs on Workflow and add more info on Routing to Admins and troubleshooting help (emailed functional 12/28/2022) 157069	Sarah	March 2023	In Progress
Develop Workflow Query in HCM (emailed functional 12/28/2022 again) 157071	Sarah	March 2023	In Progress
Review Offboarding Automation Design in July Meeting	Shelia	July 2023	Open
Work with Functional Team to create QRG around Compromised Accounts for employees	Data Services	May 2023	Open