

# Security Admin Meeting | MINUTES

August 10, 2023 | 11 AM |

## AGENDA TOPICS

Welcome/Review Action Items

CS Update

HCM Update

Finance Update

Item type Security

Documentation Update/Training Update

LegacyLink/Legacy Transcripts role

Okta Role

Sentinel

Q/A

Action items	Person responsible	Deadline	Status
Add UPD/SACR to QRGs	Bill Ramirez/Jay Parker	Ongoing	InProgress
Create Job Aids by Job Function	SBCTC Security Team	Fall 2023	Open
Work with Functional Teams to update QRG's on Workflow and add More info on Routing to Admins and troubleshooting help (emailed functional 12/28/22) 157069	Sarah	March 2023	In Progress
Develop Workflow Query in HCM (emailed functional 12/28/22 again) 157071	Sarah	March 2023	In Progress
Work with Functional Team to create QRG around Compromised Accounts for employees	Data Services	May 2023	Open
Further discussion on MFA for Students and Implications	All	December 2023	Open
Ask about getting MFA instructions done in Multiple Languages	Sarah	September 2023	Open
Ask about having instructions for MFA be on the login page (multiple languages too) Is this an ER?	Sarah	September 2023	Open

<b>Action items</b>	<b>Person responsible</b>	<b>Deadline</b>	<b>Status</b>
Users still having issues understanding what the account activation error messages mean. Is there a list of error messages with additional details?	Sarah	September 2023	Open
Find out what the process is to hold a yearly LSA conference	Shelia	September 2023	Open
Launchpad Documentation	Kathy/Jay	September 2023	Open