

**FUNCTION: COMMUNICATION and INFORMATION TECHNOLOGIES**

**TITLE: MIS SOFTWARE SUPPORT PRIORITIES**

**PURPOSE:**

**This policy provides the guidelines upon which priorities are established for Management Information Systems software support activities.**

**POLICY:**

**The Management Information Systems (M.I.S.) software support priorities are established based on the M.I.S. Priorities Categories defined below:**

**PROCEDURE:**

**M.I.S. Priority Category 1:**

**Install new Banner Systems Releases**

**(Advancement, Finance, Human Resources, Financial Aid and Student)**

**M.I.S. Priority Category 2:**

**Install Banner Systems Technical Upgrades and TOS Releases**

**M.I.S. Priority Category 3:**

**Install new/upgraded TBR systems/programs**

**(Budget, Cost Study, SIS Fourteen Day Edit and Report programs/systems)**

**M.I.S. Priority Category 4:**

**Installed newly purchased Banner software modules/systems.**

**(Example: ODS/EDW, Xtender Solutions, etc.)**

**M.I.S. Priority Category 5:**

**Install application systems batch jobs in the production batch job scheduler (AppWorx) to facilitate job execution.**

**M.I.S. Priority Category 6:**

**Development of new systems and installation of application systems or modules acquired from third party vendors.**

**(Example: ARGOS, StarRez Housing System, Business Intelligence, etc.)**

**Last Updated: 09/21/2008**