

Explanation of Functional & Security Officer Roles

Financials

Financials Functional System Owner

Functional system expert with the knowledge and expertise to oversee the Finance modules as a whole for the system. Modules used: Accounts Payable, Accounts Receivable, General Ledger, Purchasing

- Must be knowledgeable in all the Financial modules for the system
- Must review and finalize approval of all Financials security requests

Institution Security Officer for Financials

Functional system expert with the knowledge and expertise to verify the accuracy of security requests.

- Must know functional requirements of the individuals requesting security
- Maintains setup information for their business unit
- Will be contacted to establish operator preferences security
- Will be the central point of contact for security requests at their institution

Student Administration

Student Administration Functional System Owner

Functional system expert with the knowledge and expertise to oversee the Student Administration modules as a whole for the system. Modules used: Admissions, Student Records, Student Financials, Financial Aid

- Must be knowledgeable in all the SA modules for the system
- Must review and finalize approval of all SA security requests

Institution Security Officer for Student Administration

Functional system expert with the knowledge and expertise to verify the accuracy of security requests.

- Must know functional requirements of the individuals requesting security
- Maintains setup information for their institution
- Will be contacted to establish application level security
- Will be the central point of contact for security requests at their institution

Human Resource Management

HRMS Functional System Owner

Functional system expert with the knowledge and expertise to oversee the HRMS modules as a whole for the system. Modules used: Human Resources, Payroll, Benefits Administration.

- Maintains setup information for all the HRMS modules for the system.
- Will review and finalize approval of all HRMS security requests.

Institution Security Officer for HRMS

Functional system expert with the knowledge and expertise to verify the accuracy of security requests.

- Must be knowledgeable in all the HRMS application modules as a whole.
- Must know functional requirements of the individuals requesting security.
- Will be the central point of contact for security requests at their institution.