



# ITS Major Initiatives FY15 Q1-Q2 Status Summary

December 2014

## Academic and Faculty Support

- Locus Enhancements (5)
- Maxxess (5)
- Electronic Outbound Transcript Feasibility

## Infrastructure

- Campus Construction Initiatives (12)
- Information Security Program (5)
- LUHS/LUC/HSD Technology Program (4)
- IT Disaster Recovery (14)



## Administrative Initiatives

- Database for Key and Lock Info
- RMS Mercury Upgrade
- Online Performance Management System
- 25Live Decentralized Scheduling for Multi-Purpose Rooms
- Website to Self Identify a Disability and Protected Veteran Status
- Prospect Management Data Mart with Self Select
- Lawson - Retirement Vendor Switch

## Student Technology Support

- On-Demand Technology & Skills Training
- Locus to Outlook Interface for Course Schedules
- Alumni Email Accounts for Life

## Continuous Service Development

- Business Intelligence/Data Warehouse (2)
- Enterprise Content Management (5)
- Parking Permit Management and Enforcement
- Parking Access and Receivables Control System – Replacement
- Motor Vehicle Records Check Authorization



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### Health Legend

Green – On Target, No Risk
Lime – On Target, Minimal Risk, Minor Concerns, Under Control
Yellow – Target in Jeopardy, Risks Being Managed, Unknowns Exist
Orange – Slightly Off Target, Several Risks or Unknowns
Red – Off Target, High Risk, Multiple Concerns



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Academic and Faculty Support					
Project	Sponsor	Project Mgr	Prior	Current	Remarks/Issues/Milestones
LOCUS Enhancements (5 + 1) (PSS #'s 1224, 2093, 2088, 2067, 2098, 1980)	Academic Affairs (Pelissero)	Adams, Pullen	Green	Green	<p><b>Recent Activity:</b> 1980 Slate-Locus interface re-write – incremental improvements; 2067 Immunization Phase II – in progress; 2088 – Transferology Extracts – in testing; 2093 – Student Data Collection 2014 – in production; 2098 – FA Loans/Disbursements – custom modules completed.</p> <p><b>Next Steps:</b> 1980 Slate-Locus interface – determine Arrupe impact; 2067 Immunization Phase II – extract data from Point-n-Click; 2088 Transferology Extracts – user acceptance.</p>
Electronic Outbound Transcripts Feasibility (PSS 1145)	Academic Affairs (Pelissero)	Adams	Green	Green	<p><b>Recent Activity:</b> Workplan with National Student Clearinghouse for electronic transcript delivery service is in progress. Currently installing components in development environment.</p> <p><b>Next Steps:</b> Developing custom page for students; configuring and testing delivered components; User Acceptance Testing in January.</p>
Maxxess (PSS #'s 1917, 2079, 2080, 2081, 2082)	Tom Kelly	Heckel	Green	Green	<p><b>Recent Activity:</b> 1) Developing processes to automatically pre-populate PINs in Maxxess for all users, and building a self-service option for PIN management, thus further reducing the amount of manual intervention needed to update Maxxess.</p> <p><b>Next Steps:</b> 1) Await further input for additional departments to automate granting and revoking door access based on LOCUS enrollments; 2) Meet with clients to discuss priorities for next steps for Maxxess projects.</p>



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Administrative Initiatives					
Project	Sponsor	Project Mgr	Prior	Current	Remarks/Issues/Milestones
Database for LUC Key and Lock info (PSS 1628)	Campus Safety (Fine)	Heckel	Lime	Lime	<b>Recent Activity:</b> Completed User Manual, and resolved remaining gaps. <b>Next Steps:</b> Meet with clients for user acceptance testing. Plan for Phase I rollout starting with two buildings, including preloading lock and key data.
Lawson Program (7)	Finance (Gomez) HR (Meister)	Sibenaller/ Bunker	Lime	Green	<b>Recent Activity:</b> 1) The change to move the University's master administrator for the Defined Contribution Retirement Plan to Transamerica was completed on time. 2) Upgrades for Tax compliancy were tested and completed. 3) Remediation of the D&T Audit findings is in progress. Token review is active and security reviews are scheduled for the Spring. 4) Electronic W2's and a TurboTax interface are being worked on and will be available in January. 5) Many other automation improvements are occurring within ITS to reduce the dependency an manual/human touch points. <b>Next Steps:</b> 1) Finalize W2 & Turbotax rollout's; 2) Year-end Lawson patches; 3) Begin conversion efforts to Lawson v10.
Online Performance Management System (PSS1955)	HR (Tom Kelly)	Heckel	Green	Green	<b>Recent Activity:</b> Reviewed white papers/websites for vendors to whom HR sent an RFP. <b>Next Steps:</b> Await vendor responses to the RFP, and participate in product evaluations as needed.
25Live Decentralized Scheduling for Multi-Purpose Rooms Rooms (PSS 2103)	T. Kelly	Adams (Jarrin)	Lime	Green	<b>Recent Activity:</b> Core Team continues working together towards project completion of 6/18/2015. 1) Campus Reservations (CR) is adding additional spaces and new decentralized schedulers (not previously included in 25Live). CR team has completed addition of many spaces and decentralized schedulers. The completed spaces include: Piper Hall, Gentile/Hoyne, Granada Center 292, Sean Earl Field, Winthrop Avenue Play lot, West Quad, and Mertz Patio. The next scheduled spaces to be added are: IC 4th floor (two spaces) and Res Life (four spaces). 2) CR will be creating 25Live training video(s) with Digital Media Services (DMS). We will be utilizing Camtasia as our video tool. <b>Next Steps:</b> 1) CR work on the next 25Live additional spaces and decentralized schedulers. 2) CR team will begin creating video content. In addition, PM will schedule a time between CR and DMS as the dates firm-up to work on the training scenarios. Further, core team to agree on the video's content and relevant milestones for 2015.
RMS Mercury Upgrade (PSS1891)	Student Development (Neufeld)	Adams	Green	Complete	<b>Recent Activity:</b> RMS Mercury 2.0 patch installed in Production in Nov. Mercury templates used for Spring housing contracts. <b>Next Steps:</b> Mercury upgrade complete. New project to manage rollout of new templates.
Website to Self Identify a Disability and Protected Veteran Status (PSS 2085)	HR (D. Meister)	Heckel	Green	Complete	<b>Recent Activity:</b> The website was deployed to production, and employees submitted their responses. A data extract of the responses was provided to HR to load into Lawson. The website was then shutdown. <b>Next Steps:</b> None.
On-Demand Technology & Skills Training	Information Technology Services (Montes)	Yun	Green	Completed	<b>Recent Activity:</b> 1) Tracked system usage for previous quarter. 2) Developed and implemented a survey of users of the system to get feedback. 3) Conducted training sessions for students, faculty, and staff. <b>Next Steps:</b> 1) System in operation and functional. 2) Project closed.



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Infrastructure					
Project	Sponsor	Project Mgr	Prior	Current	Remarks/Issues/Milestones
Campus Construction Initiatives (14)	Facilities (Wibbenmeyer)	Various NIS staff	Green	Green	<p><b>Recent Activity:</b> 1) Phonathon move to Doyle Center has been changed to investigate moving them to Scardina House, next to Xavier, gathering costs; 2) Bell Tower connectivity complete; 3) Submitted budget for Arrupe College; 4) Security dispatch temp location to roll-call room while renovations are being done.</p> <p><b>Next Steps:</b> 1) Finalize computer and telephone layout for Arrupe College; 2) Submit Phonathon costs; 3) Upgrade various Electronic classrooms; 4) Determine scopes for 2 new initiatives placing weather vanes on certain LSC rooftops, and adding the water irrigation controllers onto the network; 5) Continue to monitor the construction initiatives for CTRE and QSoB.</p>
Information Security Program (5)	Enterprise Project (Malisch)	Pardonek	Green	Green	<p><b>Recent Activity:</b> 1) 2014 PCI Attestation was approved and submitted. The awareness newsletter is now being distributed via Inside Loyola on a regular monthly basis. Four walk-in awareness "Security and Donuts" sessions were held at WTC, LSC and HSD in support of National Cyber Security Awareness Month; 2) 2014 annual security assessment results posted with 9 high risk items being remediated; 3) PII compliance efforts were modified to a risk-based model, minimizing the need for 2<sup>nd</sup> scans for selected departments. The July-Dec cycle is in progress with 56% of departments completed and 41% in the remediation phase with a completion target of 12/31/14. 4) VPN, Password Management Tool, and Web Application Firewall technology replacements have been selected and in various stages of ordering/implementation. 5) UISO has assumed responsibility for the management and maintenance of Bradford Network Access Control. Identification of improvements/modifications for this service are in process.</p> <p><b>Next Steps:</b> 1) Continue PII activities; 2) Continue to assess and streamline the NAP id creation process; 3) Complete the annual security assessments; 4) Complete the VPN, Password Management and WAF installations; 5) Review Network Access Control solutions; 5) Continue with ISAC activities.</p>
BCDR Program (IT Disaster Recovery Component)	Enterprise Project (Pelissero/Kelly/Laird/Malisch)	Simmons	Green	Lime	<p><b>Recent Activity:</b> Modular failover testing has been completed for SQL, the LOCUS application, DNS and LUC.edu. Failover for Adobe and Exchange is anticipated to be completed by the end of the calendar year. High level plans have been established for the FY15 DR projects, Oracle, WebFocus, the Enterprise Data Warehouse, the Enterprise Application, server, Lawson, Kronos, VPN and Phase 1 of the network failover.</p> <p><b>Next Steps:</b> 1) Complete modular testing for Exchange and Adobe; 2) Initiate development of DR plans for VPN, WebFocus and the EDW; 3) Complete the TAC for Oracle prior to initiation of the Oracle DR plan; 4) Install fiber and AT&amp;T PoP in Mundelein; and 5) Continue with the disaster recovery Phase 1 for the LSC network.</p>



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## Infrastructure continued

Project	Sponsor	Project Mgr	Prior	Current	Remarks/Issues/Milestones
LUHS/LUC/HSD Technology Program (5) (PSS 1570)	Enterprise Project (Bergfeld/Kelly/Malisch)	Simmons	Lime	Lime	<p><b>Recent Activity:</b> Detailed plan execution is underway to install the LUC network in the HSD corridor over the next 2 years, establish the standard desktop images and provide access to shared applications for LUHS faculty/staff in the HSD corridor. The first pilot is anticipated for March 2015 in SSOM with the completion of the migration for SSOM in late summer. Survey of departmental requirements ted to begin in mid-December.</p> <p><b>Next Steps:</b> 1) Work with LUHS and HSD ITS to complete technical design and planning, for network, desktop and application access migration for SSOM; 2) Confirm application access approach and timing with LUHS and HSD ITS; 3) Complete design and ordering for ISP, core, and firewall infrastructure for the SSOM conversion; 4) Complete the inventory and change requirements for the SSOM network closets relative to the SSOM migration; and 5) Begin to configure access and distribution switches for the SSOM migration.</p>
Phone System Replacement (PSS-2135)	Enterprise Project (Malisch)	Yun	Green	Green	<p><b>Recent Activity:</b> 1) Reviewed submitted RFP's. Committee selected Avaya and Microsoft as two finalists; 2) Initial round of vendor demonstrations completed.</p> <p><b>Next Steps:</b> 1) Schedule reference meetings; 2) Discuss with LUHS possibility of offering phone service as a possible shared service.</p>





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Continuous Service Development					
Project	Sponsor	Project Mgr	Prior	Current	Remarks/Issues/Milestones
Business Intelligence/Data Warehouse (2) (PSS #s 979, 2053)	Provost (Pelissero)	Vavarutos/Simmons	Green	Green	<p><b>Recent Activity:</b> 1) Updated BI web page for ease of access; 2) started catalog of reports (over 100 domains) to be moved to new environment – First phase completed by 11/14/2014; 3) Continued redesign of RMS dashboard – current version has been delivered to Student Housing for QA testing; 4) Initial evaluation of the InfoDiscovery product has been completed successfully; 5) The Fall Cohort was integrated into the EDW; 6) Advance Data Warehouse System (ADW): The Project Definition completed and approved. Milestones for the project confirmed by Advancement and ITS; 7) Kick-off of the Disaster Recovery project for the DWBI environments to be delivered by the end of the FY.</p> <p><b>Next Steps:</b> 1) Continue to work with Reg&amp;Records and Finance on the migration of reports, including any updates to the Ad Hoc Self Service of RDS reports; 2) Reconcile the minor differences between the “official” and Slate Cohort numbers for fall term; complete the automation project for Cohort; 3) The report conversion from Web Focus 7.6 to Web Focus 8.0 began in September and continues; 5) Deploy new RMS dashboard once validated by Student Housing; 6) Continue the Disaster Recovery planning for the BI/DW environment.</p>
ECM/Imaging Implementation (PSS #'s 830, 968, 970, 1459, 1679, 1751, 1752, 1753, 1765, 1840, 1856, 1871, 1872)	Enterprise Project (Malisch)	Kim	Green	Green	<p><b>Recent Activity:</b> The following implementations went live: University Contracts (Several additional phases including Provost, Bursar, Human Resources, HSD, and ITS), Digital Media Services (Fine Appeal Request eForm &amp; Workflows), SSOM's Office of Educational Affairs. Several ECM views used for pulling Lawson data for indexing purposes have been moved from LUWare to Lawson, allowing real-time access to Lawson data for DocFinity users. As of 9/30/2014 there were over 1200 users, 1400 document types and just over 4.1 million images in DocFinity!</p> <p><b>Next Steps:</b> 1) Continue work on two extra large projects - Athletics and CAS Academic Council; 2) Continue work on Human Resources (Student ePAF), General Accounting (Phase 3), Electronic Document Retention, and AP Check Requisition Process Improvements implementations; 4) Continue efforts to move ECM views from LUWare to Lawson.</p>
Parking Permit Mgmt and Enforcement (PSS 1989)	McGuriman	Adams	Lime	Lime	<p><b>Recent Activity:</b> No action. Will re-start with new Campus Transportation manager.</p> <p><b>Next Steps:</b> Final deployment phase for Employees.</p>
Parking Access and Receivables Control System – Replacement (PSS 1979)	McGuriman	Adams (Yun)	Lime	Lime	<p><b>Recent Activity:</b> 1) Aggregated RFP scores and ranked vendors, 2) Scheduled vendor demos; 3) Added a new vendor based on new manager recommendation; 4) Working service deficiencies with current vendor.</p> <p><b>Next Steps:</b> 1) Complete demos; 2) Select solution; 3) Contract negotiations.</p>
SharePoint – PSS-2107	Enterprise Project (Malisch)	Yun	Green	Green	<p><b>Recent Activity:</b> 1) Hardware acquired and installed; 2) Initial landing page created.</p> <p><b>Next Steps:</b> 1) Review and sign-off on landing page and Infrastructure team site page design; 2) Complete design development of the UMC SharePoint Team Site; 3) Complete remaining work to configure SharePoint Environment.</p>