

Loyola University Chicago

ITS Major Initiatives – FY19 Q3 Q4

Academic and Faculty Support

- LOCUS Enhancements (8)
- Implement SONIA Field Management Software
- Sakai 12 Upgrade
- Faculty Info System - Modifications for Collective Bargaining Agreement
- Emergency Contact in RMS/Mercury using Person Flags
- Course Evaluation Replacement
- JIT Faculty Training for Online Teaching
- Follett Integration with Sakai

Administrative Initiatives

- Lawson/Kronos Enhancements (11)
- LDE Foundation: Collaboration & Security (5)
- OIP Study Abroad Application via Slate
- Advancement Systems (2)
- Academic Room Scheduling Interface Review
- Space and Asset Management - Search and Implementation (2)
- Transition 25Live to the Cloud
- iPlan - Major Re-write
- Council of Regents Website Modifications

Infrastructure

- Campus Construction Initiatives (4)
- Information Security Program (16)
- IT Disaster Recovery (8)
- LUHS/LUC/HSD Technology Program (1)
- JFRC Assessment of Lake Side Technology
- Mac OS Computer Management Application

Student Technology Support

- LOCUS Fluid Page Rollouts
- Preferred Name for Students - Discovery
- Writing Placement Infrastructure
- Student Conduct & Concerns System (Maxient)
- Rambler Link Software - Search & Implementation
- WebCheckout Upgrade

Continuous Service Development

- Business Intelligence/Data Warehouse (10)
- Enterprise Content Management (4)
- Secure Submission of W-9 Form for Accounts Payable Department
- Implement Proto-Call for After Hours Mental Health Services



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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



ACADEMIC AND FACULTY SUPPORT

LOCUS Enhancements (8)	Sponsor: Provost's Office: Margaret Callahan Project Manager: Larry Adams, Charlotte Pullen	Health	
		Prior	Current
Institutional Impact: Continued enhancements to the central student and faculty services offered via the Student System (LOCUS).			
Recent Activity: Two Fin Aid-related projects (2635-J-Term Tuition Benefits; 2605-Award Letter AY2019) and two Advising-related projects (2693-My Planner; 2694-Plan By My Requirements) – Completed. Two Advising-related projects (2691-What-If Report; 2692-Advising Notes) are nearing deployment. Student Engagement & Persistence Pilot (2584) was Cancelled.			
Next Steps: Deploy requested Advising tools when functional team is ready.			
Implement SONIA Field Management Software	Sponsor: School of Social Work: Goutham Menon Project Manager: David Kessler	Health	
		Prior	Current
Institutional Impact: Improve management of field placement for 250 Social Work students per year; Evaluate needs for other schools for internships, service learning, etc.			
Recent Activity: Completed; extract of data on 12/13/18, production software on 12/19/18, website on 1/2/19.			
Next Steps: 1) Document and establish maintenance; 2) Upgrade of software to Q2 and Q4 releases; 3) Plan evaluation process for other schools, as appropriate; 4) Close out project.			
Sakai 12 Upgrade	Sponsor: Bruce Montes Project Manager: Ashley Walcott	Health	
		Prior	Current
Institutional Impact: This upgrade positions Loyola to maintain a secure, viable, and healthy learning management system (LMS), and one that provides faculty and student access to more contemporary features.			
Recent Activity: Sakai development environment has been upgraded to v12; testing complete. Updating end-user documentation, complete by 5/3/19. Conducting training sessions for end users via Zoom. Attended ATC meetings in January, February, and March to provide project updates. Communication Plan deliverables (outreach to Sakai user community) executed on schedule. BI Team informed of changes & working on associated changes to EDW interface.			
Next Steps: Complete v12 documentation by 5/3/19. Continue hosting training sessions through early May and additional open forum on 4/26/19. Attend April ATC meeting to provide a project update. Continue executing Communication Plan deliverables as scheduled. Prepare for production upgrade on 5/10/19.			
Faculty Info System Modifications for Collective Bargaining Agreement	Sponsor: Anne Reuland Project Manager: Ashley Walcott	Health	
		Prior	Current
Institutional Impact: Modifications to support Faculty Administration, academic units, and HRIS/Payroll to effectively adhere to the policies outlined for unionized faculty in the 2018 Collective Bargaining Agreement.			
Recent Activity: Collected and documented requirements; finalized database design; provided demo of the proposed changes to Part-Time Module screens for collecting CBA data to Faculty Administration; reviewed CBA enhancement requirements with FA.			
Next Steps: Continue development work on FIS Core, PTM, SSM, and SSM screens for tracking information required for the CBA. Plan for upload of CBA data into FIS database.			
Emergency Contact in RMS/Mercury Using Person Flags	Sponsor: Residence Life – Deborah Schmidt-Rogers/Clair McDonald Project Manager: Ivan Siap	Health	
		Prior	Current
Institutional Impact: New Mercury 3.0 functionality to verify students have provided emergency contact information during move-in/check-in.			
Recent Activity: None.			
Next Steps: Plan for Summer implementation of script change and testing.			
Course Evaluation Replacement	Sponsor: David Slavsky Project Manager: Florence Yun	Health	
		Prior	Current
Institutional Impact: Implementation of a new Course Evaluation Product will improve and expand capabilities for course assessments. Currently using IDEA from Campus Labs.			
Recent Activity: The workgroup completed an RFP process and recommended the SmartEvals solution. Contract negotiations were completed, a deployment team formed, and a “kick-off” meeting took place. LUC roles have been assigned and the project for deployment began.			
Next Steps: Kick off implementation activities with vendor. Develop an implementation timeline. Implement new course evaluation product.			

ACADEMIC AND FACULTY SUPPORT, cont'd

Just in Time Online	Sponsor: Jo Beth D'Agostino Project Manager: Bruce Montes and Florence Yun	Health	
		Prior	Current
Institutional Impact: Enable instructors to adjust an on-ground, face-to-face taught class and conduct class sessions online on short notice. It will provide continuity of on-ground, face-to-face taught classes that require the instructor teach the class online at a moment's notice.			
Recent Activity: Finalized instructional map that outlines the training modules. Designed frame for training modules. Designed and created course template. Development of the training modules is underway.			
Next Steps: Complete training modules development. Share the training modules with the Provost Office to obtain sign-off. Move training modules to Production.			

Follett Integration with Sakai	Sponsor: Jo Beth D'Agostino Project Manager: Florence Yun	Health	
		Prior	Current
Institutional Impact: Improve convenience for students to order textbooks from within the LMS by integrating Follett with Sakai for Textbooks Ordering.			
Recent Activity: Confirmed data connection with Follett ConnectOnce connector established. Vendor provided credentials to be used for testing.			
Next Steps: Complete testing and confirm data flow. Configure LMS to support changes. Move changes to Production.			

ADMINISTRATIVE INITIATIVES

Lawson/Kronos Enhancements (11)	Sponsor: Human Resources – Danielle Hanson / Finance – Becky Gomez Project Manager: John Schleibinger & Mary Bunker	Health	
		Prior	Current
Institutional Impact: : Ongoing improvement projects for Enterprise resource planning (ERP) software which includes Budgeting and Planning, HR, Payroll, Accounting, Grant Management, Supply Chain and Expense Management.			
Recent Activity: Completed requirements, development and testing on modifications to the Reliance Critical Illness and Voluntary Group Accident census file and moved to production in January 2019. Completed requirements, development and testing on modifications to the Total Compensation Statements program (UI474) in Lawson and moved to production in February 2019. Requirements gathering, analysis, and development complete on DocFinity Lawson Interface modifications for processing multi funded invoices. Modifications are currently under testing.			
Next Steps: Requirements gathering and analysis on : 1) Lawson ADFS (Active Directory Federation Services), 2) HR ESS Life Events – Benefits module implementation, 3) PeopleAdmin / Lawson interface - Onboarding Module.			
Advancement Systems (2)	Sponsor: Advancement – Jamie Orsini Project Manager: John Schleibinger	Health	
		Prior	Current
Institutional Impact: Improve alumni, donor, prospect, and events management systems to engage with the constituents to better support fundraising goals.			
Recent Activity: Completed testing of the Parent Entity module. This represents the last module for testing.			
Next Steps: String testing all modules working consecutively, testing in TRN environment, and migration to production by 5/17/2019.			
Space and Asset Management – Search and Implementation	Sponsor: Facilities – Kana Henning Project Manager: Warren Francis	Health	
		Prior	Current
Institutional Impact: A space asset management system would provide a real-time single source of truth for all space utilization data at LUC. The space inventory system will replace manual workflows and spreadsheets as data sources and would be updated as spaces are renovated or modified, ensuring accurate data collection at the time that information about space is needed. Accuracy of data will be kept up to date with integrations into systems such as Lawson and 25Live. The new system would become the planning tool for building programming, space assignments, and campus development.			
Recent Activity: The group selected Archibus as their Integrated Work Management System (IWMS) in January. Once the contract is signed, system implementation will follow.			
Next Steps: 1) Contract negotiations. 2) Phase 1 system implementation.			
iPlan - Major Re-write	Sponsor: Bursar – John Campbell Project Manager: Larry Adams/Michelle Dayton/John McGivney	Health	
		Prior	Current
Institutional Impact: Improvements to the installment plan module will provide more detailed, accurate and understandable data to students which will minimize incoming questions to the Bursar's Office. The improved data analysis and reconciliation tool will also make the Bursar more efficient with its administrative duties for the plans.			
Recent Activity: Phase 2 complete and functioning well. Phase 3, misc enhancements, approved and will be worked on sometime after the end of semester.			
Next Steps: Begin Phase 3.			
Transition 25Live to Cloud	Sponsor: R & R Kris Daggett / Campus Reservations Dawn Collins Project Manager: Larry Adams / Warren Francis	Health	
		Prior	Current
Institutional Impact: Vendor (CollegeNet) is requiring all customers move to cloud (SAAS) by 12/31/2019.			
Recent Activity: Completed migration to SaaS on April 7, 2019. Completed setup of new Lynx interface between Student Information System (LOCUS) and 25Live (in the cloud).			
Next Steps: 1) Training with Reg & Recs on Lynx; 2) Project closure.			
OIP Study Abroad Application via Slate	Sponsor: Enrollment Management – Paul Roberts Project Manager: Warren Francis	Health	
		Prior	Current
Institutional Impact: Increase JFRC enrollment. Enrollment Management will process recruitment, application, and admission to JFRC via Slate, consistent with other University admission processes. OIP will work with Enrollment Systems, Research & Reporting (ESRR) and ITS to switch this application to Slate from current in-house Study Abroad Application. This will include a new interface between Slate and LOCUS.			
Recent Activity: ITS, ESRR, OIP, and Undergraduate Admissions worked together to implement JFRC Application in Slate. Automated interfaces completed on April 1, 2019. JFRC application for Spring, 2020 opened on April 4, 2019.			
Next Steps: 1) Continue to identify and resolve issues to support JFRC. 2) Project closure.			

ADMINISTRATIVE INITIATIVES' cont'd

LDE Foundation: Collaboration & Security	Sponsor: Susan Malisch Project Manager: Jim Sibenaller, Dan Vonder Heide	Health <div style="text-align: right;">Current</div>
Institutional Impact: Introduce new technology and applications at the University to strengthen information security and enhance collaboration tools. The LDE Foundation program will position Loyola to contemplate and deliver more contemporary technology solutions in teaching and learning, University operations, and user experience.		
Recent Activity: Program: General awareness communication email and website for strategy & program complete. Communication content and master roll out schedule established. Working with UMC on regular ITS general communication schedule.		
Multi-Factor Authentication (MFA) & Conditional Access and Data Loss Protection & Information Protection projects: Technical set up of servers and test planning in progress. Initial user requirements documented.		
LastPass: Group continues to research implementation options. The team recently had a meeting with leadership to get approval for which system features and capabilities we would want to implement.		
Exchange Online: Rollout schedule for initial pilot and subsequent groups complete. Content for the project website as well as FAQs and Quick Guide complete. Content for targeted communication for the pilot group complete.		
Mobility Management: PM met with ITS Business Sponsor in March 2019 to review and provide recommendations for Illinois Law taken into effect Jan 2019 regarding Expense Reimbursement for remote work.		
Next Steps: 1) Complete pilot for Microsoft Exchange project & make adjustments based on feedback, 2) Begin testing for MFA with Loyola Secure Access, 3) Begin work on content for May 2019 ITS communication.		
Council of Regents Website Modifications	Sponsor: Vice Chancellor's Office – Rev. John Costello S.J. Project Manager: John Schleibinger, Jesse Goodman	Health <div style="text-align: right;">Current</div>
Institutional Impact: Deliver a secure web portal for the Council of Regents. This project will serve as a proof of concept for future efforts using Microsoft Sharepoint. This Sharepoint site will allow the council members to have a password-protected portal that includes a member directory with personal contact information, meeting agendas and minutes, invitation and RSVP options, and collaboration tools.		
Recent Activity: Requirements gathering completed. Sharepoint site framework has been designed. Jesse Goodman presented the site to the client on April 10, 2019. Presented to Council of Regents in May 2019.		
Next Steps: 1) Based on the meeting from April 10th, additional edits will be made to the Sharepoint site as necessary. 2) Additional training for the Vice Chancellor's office will commence as necessary. 3) Jesse Goodman will work with UIISO to help a staff member from the Vice Chancellor's office become a NAP proxy and will help them learn how to use the NAP system to assign accounts to non-Loyola staff.		
Academic Room Scheduling Interface Review	Sponsor: Registration and Records – Rita Vazquez Project Manager: Xiomara Franco	Health <div style="text-align: right;">Completed</div>
Institutional Impact: Interface between Student Information System (LOCUS) and Room Scheduling (25Live) must be accurate so that shared academic spaces can be used for events without conflicting with classes.		
Recent Activity: Worked with Reg & Recs, vendor, and Campus Reservations to correct errors/bugs and improve understanding of processes; Campus Res expressed increased confidence in data accuracy.		
Next Steps: Completed project in March 2019.		

STUDENT TECHNOLOGY SUPPORT

LOCUS Fluid Page Rollouts	Sponsor: Provost Office – Paul Roberts & Rita Vazquez Project Manager: Larry Adams & Charlotte Pullen	Health	
		Prior	Current
Institutional Impact: New selective feature adoption will be rolled out to improve services and functionality used primarily by the Provost Office, students and other academic units.			
Recent Activity: Monthly meetings in place. Governance team established. Image 10 implemented.			
Next Steps: 1) Prioritize and plan subsequent projects with functional project management team and new PSS. 2) PeopleTools upgrade to 8.55.28 targeted for 06/02/19. Plan for quarterly image releases – Image 13 (get current) scheduled for 06/23/19. 3) Evaluate long term strategy for iHub. 4) Learn capability and roll-out new functionality, as appropriate. 5) Defer automated testing tool to mid-2019 or later.			
Preferred Name for Students – Discovery	Sponsor: Student Development – Jane Neufeld Project Manager: Michelle Dayton/Larry Adams	Health	
		Prior	Current
Institutional Impact: Student groups have voiced concerns around preferred names/pronouns. Student Development/ITS have initiated a discovery and analysis of major systems capability – especially student-facing systems to identify next steps to accommodate preferred names/pronouns flowing through our systems.			
Recent Activity: Major systems have general capability for Preferred Name with minor work confirmed with ITS managers and major system owners; Working on policy-setting group and agenda.			
Next Steps: 1) Finalization of working group for Preferred Name policy and scheduling of first meeting. 2) Draft of ITS deliverables by end of April.			
Writing Placement Infrastructure	Sponsor: Student Academic Services – Shawna Cooper-Gibson Project Manager: Larry Adams	Health	
		Prior	Current
Institutional Impact: Placement in required University Writing class needs improved ability to track and enforce. Current controls are ineffective for UCWR 110.			
Recent Activity: Began development of checklist and discussed pre-req assignment with Reg & Recs.			
Next Steps: 1) Match admissions criteria for designating which admitted students will require Writing Placement Test. 2) Develop checklist for WPT tracking. 3) Develop pre-reqs to enforce enrollment in correct writing level class.			
Student Conduct & Concerns System	Sponsor: Student Development – Jane Neufeld Project Manager: Larry Adams/Nalin Patel	Health	
		Prior	Current
Institutional Impact: Improve Student Development's ability to manage student judicial review and action. Maxient, as the market leading solution, provides improved tools to manage the case load of Behavioral Concerns Team and student judicial needs.			
Recent Activity: 1) Began development of demographic and class schedule extracts; setup authentication; began development of photo web service. 2) Started conversations about conversion of data from existing system.			
Next Steps: 1) Complete development and testing; 2) Establish data conversion plan.			
Rambler Link Software – Search & Implementation	Sponsor: Career Development Center – Kathryn Jackson Project Manager: Dave Kessler	Health	
		Prior	Current
Institutional Impact: Improve the Career Development Center's ability to manage students, alumni, recruiting companies and other partners. Handshake, as the market leader, provides improved tools to manage the workload of career counselors and offer additional services to students and recruiting companies.			
Recent Activity: Completed contract and completed kickoff meeting with vendor.			
Next Steps: Eight week implementation plan has begun.			
WebCheckout Upgrade	Sponsor: Academic Data Services - Bruce Montes Project Manager: Nick Liberatore	Health	
		Prior	Completed
Institutional Impact: WebCheckout is the primary system for equipment loan circulation, Digital Media Services asset management, and used by other on-campus partners including Damen Student Center, SAGA, School of Communications, and Arrupe. The WebCheckout vendor requires this upgrade in order for Loyola to maintain a secure, viable, and healthy WebCheckout circulation system and server, and one that provides administrators and users access to the latest features.			
Recent Activity: Upgrade completed on 1/07/2019.			
Next Steps: None, Completed.			

INFRASTRUCTURE

IT Disaster Recovery (8)	Sponsor: Enterprise Project – Margaret Callahan/Tom Kelly/Wayne Madgziarz/Susan Malisch Project Manager: Joanne Kinner	Health Prior Current
Institutional Impact: Timely restoration of key university technology services in the event of a disaster or severe outage.		
Recent Activity: There are now a total of 24 systems listed for Tier 1 recovery. Several systems were split out into individual plans to provide clearer and more expeditious recovery times. There are 15 plans current and 9 plans past due. These past due plans which includes delayed testing has moved the health from Lime to Orange. New efforts have been launched to update the plans and complete testing before the Fall semester begins.		
Next Steps: 1) Continue the review process for existing plans in 2019. 2) Finish new plans. 3) Test all systems/applications by the end of the year. 4) Publish Disaster Recovery Program Reporting. 5) Complete Business Continuity planning. 6) Hold annual Emergency Response exercise in June.		
LUHS/LUC/HSD Technology Program (1)	Sponsor: Enterprise Project – Margaret Callahan/Tom Kelly Susan Malisch Project Manager: Dan Vonder Heide	Health Prior Current
Institutional Impact: Migration of HSD buildings to LUC network; continues separation of services from LUMC while keeping opportunities for collaboration as appropriate across entities.		
Recent Activity: 1) Quotes for the data center infrastructure to support the server migration were processed and equipment received. 2) A meeting with Joe Koral on implementation plan was held.		
Next Steps: 1) Network services is coordinating the configuration and implementation of the network hardware. 2) Joe Koral is preparing a list of servers to migrate.		
Campus Construction Initiatives (4)	Sponsor: Facilities – Kana Henning Project Manager: Various NIS Staff	Health Prior Current
Institutional Impact: Plan, oversight and installation of appropriate technology for various construction projects managed by Facilities.		
Recent Activity: 1) Finalized the IT Services in previous St. Joseph Hall now known as Francis Hall. 2) Another construction camera was installed at JFRC, continue to attend ITS project meetings and proposed to have the IT infrastructure to be furnished by owner.		
Next Steps: 1) Submit technology budget for Francis Hall. 2) Submit technology purchases for Alfie Center. 3) Monitor the construction of JFRC buildings. 4) Determine the IT technology needs for the transition of St Joseph Seminary to be within Loyola standards and policy. 5) Work with Athletics and their vendor BePro to implement a camera system to record soccer training and games at Hoyne field for analytic purposes.		
Information Security Program (16)	Sponsor: Enterprise Project – Susan Malisch Project Manager: Jim Pardonek	Health Prior Current
Institutional Impact: Continuation of risk mitigation and management associated with the confidentiality, integrity and availability of university protected and sensitive information.		
Recent Activity: Overall program health remains Lime; several operational tasks such as vulnerability remediation continue to contain risks and have missed deadlines. Additional workloads distributed to remaining staff following the departure of a security administrator.		
<ul style="list-style-type: none"> • Phase 2 of General Security Awareness is underway with anticipated completion in Q4. • Specialized training for High Risk departments completed online with 5 departmental town hall meetings complete. • Continued emphasis on awareness events using the Phish mascot, Phinn, at student tables and other events along with delivery of reminder materials sent to all staff. • Phish testing of faculty and staff underway. • LastPass rollout plan is being developed with anticipated production starting in Q4. • PII compliance efforts for 2019 are well underway with expansion to LUREC and Cuneo scheduled for April. • Data Loss Prevention and Multi-Factor Authentication projects are underway in support of the LDE initiative. • PCI-DSS scoping underway. GDPR support effort continuing. 		
Next Steps: 1) Continue with security awareness and phishing assessments, complete High Risk town hall meetings. 2) Complete the implementation of Data Loss Prevention, Multi-Factor Authentication, and Last Pass projects, 3) Monitor vulnerability remediation efforts.		

INFRASTRUCTURE, cont'd

JFRC Assessment of Lakeside Technology	Sponsor: Susan Malisch/Dan Vonder Heide Project Manager: Heather Chester	Health	
		Prior	Current
<p>Institutional Impact: As part of the campus construction of the new building, and the renovation & security improvements for existing spaces, determine the cost efficiency and value of merging JFRC building access systems (for general building access, residence rooms and guest registration) with systems in-use at the Lakeside campuses (Maxxess).</p>			
<p>Recent Activity: 1) Gathered technology requirements, pricing estimates, and options for extending the Lakeside technology to JFRC for Security, Building Access Management, Guest Access, Campus Card, and Room Reservations. 2) Software limitations with dual currency data conversions, pricing estimates (over \$300K), remote training, and extended support, was deemed a costly and impractical solution. 3) Worked with JFRC staff (onsite and remotely) to identify EU Italian vendors for a building access and guest management solution. 4) Selected Digitronica, an Italian implementer, and their modulated solution for Multi-Access Management and Guest Access for JFRC. 5) Sales order was reviewed and approved. 6) LUC technology provisioning initiated with VM Server and VPN tunnel set-up.</p>			
<p>Next Steps: 1) Finalize technology provisioning and testing with vendor. 2) Digitronica cabling installation May 28 thru early July. 3) Hardware and software install and testing June and July. 4) Target completion August 2019.</p>			
MAC OS Computer Management Application	Sponsor: Susan Malisch / Dan Vonder Heide Project Manager: Max Lushchan	Health	
		Prior	Current
<p>Institutional Impact: Using JAMF, extend self-service software deployment, antivirus protection, and Inside Loyola popups to University-owned MAC users on Loyola's campuses.</p>			
<p>Recent Activity: 1) School of Communications faculty/staff Macs updated with JAMF.</p>			
<p>Next Steps: 1) Schedule UMC Macs to be enrolled into JAMF. 2) Schedule Fine Arts Macs to be enrolled.</p>			

CONTINUOUS SERVICE DEVELOPMENT

Business Intelligence/Data Warehouse (10)	Sponsor: Provost – Margaret Callahan/Wayne Magdziarz/Susan Malisch Project Manager: Tony Vavarutsos/Florence Yun	Health	
		Prior	Current
Institutional Impact: Improve access, availability, reporting and data analyses for enterprise data coming from many disparate sources (such as LOCUS, SAKAI, Slate) to inform planning and strategic decisions at Loyola.			
Recent Activity:			
<ol style="list-style-type: none"> 1) In collaboration with OIE and Finance, phase 2 of the “Academic Program Revenue to Expense” (LUC RtE) data model was developed and published. The RtE core team completed training and data model reviews for all Business Managers and Deans of all schools. 2) Phase 3 development for LUC RtE commenced including JFRC-specific analysis. 3) Data pull of Advocate (Judiciary), Panopto, and Sakai data into EDW, complete. 4) In collaboration with OIE, a process and a data interface were developed to automate the data submission for the State of Illinois ILDS program. The project is temporarily on-hold due to the state’s issues with their system. 5) Work has started in pulling the Zoom and TutorTrac data into EDW. 6) Work continues with Advancement on the “Parent data” load project which loads the data of parents of the incoming fall class into Advancement system. 7) Multiple Power BI data models were developed, deployed, & refreshed for Spring to Fall enrollment period, including YoY Enrollment, Current Student Enrollment Tracking, Mid-Term Grade Alerts and Loyola Orientations tracking. 8) Work continues on Power BI projects for the Bursar’s Office (3/5 requested projects are complete); Student Finances for Finance; and ITS Dashboard & Information Technology Scorecard. 			
Next Steps: 1) Retire RDS and WebFOCUS 7.6 as soon as the messaging system used by UMC is retired. 2) Brand and Market our BI technologies to facilitate university adoption. 3) Promote usage of the Power BI platform (Microsoft complete BI suite) to our end users and departments. 4) Work on various BI project requests that are in queue.			
Enterprise Content Management (4)	Sponsor: Enterprise Project – Susan Malisch Project Manager: John Schleibinger	Health	
		Prior	Current
Institutional Impact: Improve/streamline student services and interdepartmental process efficiency while also reducing paper usage.			
Recent Activity: The following implementations went live during the period: 1) ProLaw Rome; 2) Active projects include Gift Agreement Process, BES Professional Development, HR Check Requisition Workflow Update, AP CR Updates, TCMS to AP workflow update, and Data Transfer Consent (GDPR).			
Next Steps: 1) Continue working on active projects, focusing on AP efforts for timing/critical path reasons; 2) Finalize projects in QA to move them into Production.			
Secure Submission of W-9 Form for Accounts Payable	Sponsor: Finance – Teresa Krafcisin Project Manager: Jocelyn Ong	Health	
		Current	
Institutional Impact: Develop secure way for vendors/departments to submit W-9 and banking data to the University Accounts Payable department so that Personally Identifiable Information (PII) is protected.			
Recent Activity: Development of application, including functionality to transfer documents into DocFinity, was completed, but uploaded documents are not automatically placed in the client’s DocFinity queue.			
Next Steps: Consult with DocFinity vendor for solution for the remaining issue. Once resolved, deploy to production.			
Implement Proto-Call for After Hours Mental Health Services	Sponsor: Student Development – Jane Neufeld Project Manager: John McGivney/Larry Adams	Health	
		Current	
Institutional Impact: Offer after-hours support for growing need for mental health services. Proto-call offers an affordable after-hours support service via phone that will improve Loyola’s services to students.			
Recent Activity: Working on contract review; Planning for handling of HIPAA data.			
Next Steps: Finalize contract; Kickoff meeting with vendor and clients.			