Row Nbr	PSS #	Priority	Program Name	Major Initiative/ Ring Desc	Project Description	Institutional Impact Statement	Strategic Category	T-Shirt Sizing	Est. Compl. (QTR)	Targeted Start Month (MM/YYYY)	Targeted Finish Month (MM/YYYY)	Status	Health	Primary Customer
1	2635	A	3-LOCUS Enhancements	Tuition Benefits - allow J-Term processing	The current tuition benefits customization processes only regular terms: 6(Fall), 8(Winter), 2(Spring), 4(Summer). Any 4-digit term not ending in 2,4,6, or 8 ends in an error. Please modify this process to include terms ending in 1(J-term).

Setup & configuration, which affects packaging, are within the scope of this request.

Project initially entered in Pending Status until after phase 1 CS92 upgrade | Tuition Benefit covers J-Term but until now has been handled manually. This modification enhances the degree of automation of this customization and will result in fewer inquiries to helpdesk and/or Financial Aid on "where their tuition benefit is." | Academic & Faculty Support | Small | Q1 | 04/2018 | 08/2018 | In Progress | Green - On Target, No Risk | Financial Assistance |
| 2 | 2691 | A | 3-LOCUS Enhancements | Rollout of WHAT-IF Report for Students, Faculty, and Advisors | Currently the WHAT-IF Report (a report to emulate a students academic requirements based on their selection of program and plan) is made available to Pre-Matriculated students only. This effort would roll out the functionality to students, faculty, and advisors.

Using the what-if advising capabilities, advisors and students can run a simulated advisement report that shows degree progress based on courses the student has taken or proposes to take. Students and advisors can also run a simulated academic advisement report that compares the students transcript against multiple careers, programs, plans, and sub-plans. Students and advisors can include individual courses with credit in the process. | This effort would allow students to be able to see what their requirements for completing a specific degree would look like before making a Plan change.

The Change My Major functionality is widely utilized by students and one of the uses students find for Change My Major is simulating a What If function. This additional data on the students academic program causes confusion for staff and faculty attempting to assess true changes in majors/minors. We anticipate that launching this functionality for students would reduce the number of "false" PLAN changes that occur for What If functionality. | Student Technology Support | Medium | Q1 | 05/2018 | 08/2018 | In Progress | Green - On Target, No Risk | Academic Advising and Services |
| 3 | 2605 | A | 3-LOCUS Enhancements | Financial Aid Award Letter Processes - Aid Year 2019 | FA Award Letter processes include ISIR loads, related checklist-processing, packaging and award letters. The group of custom batch programs which help to facilitate this process is known at Loyola as the "Starting Line Up." like last year, the Award Letter processes are starting three months earlier due to a change in federal regulations. | Financial Aid customizations are divided into two categories - those needed for Award Letters (this PSS) and those needed for all other FA processes, such as loans, disbursements and other activities. This project addresses all Award Letter FA processes for Aid Year 2018-19 - such as for ISIR loads, checklists, packaging and award letters.

This is the second year that Award Letter processes are starting three months earlier due to a change in federal regulations allowing students to fill-out FAFSA forms starting on October 1. | Continuous Service Development | Medium | Q1 | 10/2017 | 07/2018 | In Progress | Green - On Target, No Risk | Financial Assistance |
| 4 | 2584 | A | 3-LOCUS Enhancements | Student Engagement and Persistence Pilot - Data Collection | Data Collection for Engagement and Persistence Pilot ¿ Student Academic Services has been authorized to initiate contacts with a pilot group of students to attempt to improve academic performance and reduce attrition among first-year students. This request is for assistance in providing a tool integrated within LOCUS to record the interactions between advising staff and students in the pilot group. Institutional Research has asked to validate the methods/procedures/data to be used by the staff when interaction with students is recorded. | The Student Success committee has initiate a pilot study of first year students who may be more at risk based on a predictive model developed and maintained by Institutional Research. The goal is to plan phone outreach to this group of students to solicit feedback on possible issues, proactively. In order to measure effectiveness, this project will provide an online tool integrated within LOCUS to record pertinent data on student interactions. | Academic & Faculty Support | Small | TBD | 09/2017 | TBD | New | Green - On Target, No Risk | Academic Advising and Services |
| 5 | 2692 | A | 3-LOCUS Enhancements | Rollout of Advising Notes Feature in LOCUS | The Advising Notes feature enables advisors and other users to record notes about their interactions with students. This function is currently available via LOCUS, but has not been turned on for advisor use. We are currently using `Person Comment Entry¿, which is not nearly as robust. | This tool will allow for continuous and improved communication between the various of student support staff across the university regarding individual student. It will add functionality and replace the current workaround of using Comments (AANOTE Category) to document critical notes with student advising. | Academic & Faculty Support | Medium | TBD | 05/2018 | TBD | New | Green - On Target, No Risk | Academic Advising and Services |
| 6 | 2693 | A | 3-LOCUS Enhancements | Open My Planner Functionality to Advisors | Self-service My Planner functionality provides students with a tool to plan their courses for an individual term, multiple terms, or for their entire stay at the institution. After students add courses to their planner, they can proceed directly from planning to enrollment. Students with multiple careers are provided with a planner for each career.

Currently, academic advisors can only view the Planner. With additional access, staff can review, add/drop courses based on accuracy/prerequisites, lock academic plans for special populations such as student athletes, and better track a student¿s degree progress. | This tool will allow for continuous review of a student's academic plan by both the student and advisor. Having a comprehensive academic plan will contribute to increased progress towards degree and timely graduation. | Academic & Faculty Support | Medium | TBD | 06/2018 | TBD | New | Green - On Target, No Risk | Academic Advising and Services |
| 7 | 2675 | A | 11-Enterprise Content Management | ECM - Student Immunization Records | Create a repository for Student Immunization Records.

The project will help to streamline the current process, increase efficiency by centralizing the location of all student immunization documentation records, increase security of the student immunization documentation records, free-up office space currently being used to store paper documents, enhance the ability to share student files through-out the University and limit access to the documentation to only the appropriate parties as well as enhance the document purge process as it relates to document retention. It replaces the filing of the student immunization documentation records in file cabinets. | Removing paper files and /or digitize paper files has several benefits which this project will achieve. The project will help to streamline the current process, increase efficiency by centralizing the location of all student immunization documentation records, increase security of the student immunization documentation records, free-up office space currently being used to store paper documents, enhance the ability to share student files through-out the University and limit access to the documentation to only the appropriate parties as well as enhance the document purge process as it relates to document retention. It will also replaces the filing of the student immunization documentation records in file cabinets, reducing man-power and increasing efficency. | Administrative Initiatives | Medium | Q1 | 04/2018 | 08/2018 | In Progress | Green - On Target, No Risk | Wellness Center |

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8	2379	A	11-Enterprise Content Management	HSD Research Integrity	Discussed need for secure retention of research integrity violation/investigation files with Dr. Ruben Mestril, Research Integrity Officer, for the Health Sciences Division. His office is relocating to the new Center for Translation Research and Education building and he needs to eliminate paper. This involves Federal government paperwork and case documentations relating to research integrity issues at the Health Sciences Division. Contacts for this project are: Martha King & Dr. Mestril	The team has identified several ways which DocFinity will improve the Research Integrity Dept's ability to complete research projects more efficiently: - Research documents will be easily searchable and retrievable by The Research Integrity Dept's users, thus reducing the amount of time spent locating and distributing documents. - All pertinent information for a research project will be stored in a single location, this will help to streamline the research process and allow more efficient sharing of student information among The Research Integrity Dept's employees. - The Research Integrity Department has limited administrative resources and no student workers, streamlining their scanning and indexing will reduce the backlog of paperwork that is accumulating in their office	Continuous Service Development	Medium	TBD	03/2016	TBD	New	Green - On Target, No Risk	Faculty Administration
9	1680	A	11-Enterprise Content Management	ECM - Electronic Document Retention	Create the policies and guidelines so that electronic documents can be properly archived and deleted. The policies will be created by Reg & Rec and ITS and implemented into the ECM system, DocFinity. An assessment will take place to map the electronic document back to the applicable policies.	Creating electronic retention policies with DocFinity will allow the university to reduce the amount of data retained and inherent risk of data exposure associated with typical sensitive data such as student, financial and personal information. Create the policies and guidelines so that electronic documents can be properly archived and deleted. The policies will be created by Reg & Rec and ITS and implemented into the ECM system, DocFinity. An assessment will take place to map the electronic document back to the applicable policies.	Continuous Service Development	Large	Q1	11/2011	08/2018	On Hold	Lime - On Target, Minimal Risk, Minor Concerns, Under Control	Information Services
10	2709	A	14-DW/BI Projects	Academic Departments - Revenue to Expense ratio	This project developed in collaboration with Finance, OIE and ITS teams, tracks the revenue and expenses of a given Academic Department and uses that data to generate the Revenue to Expense ratio (Net Tuition Revenue / Expenses) which basically measures revenue generated for every dollar spent. The President has officially sponsored this project with OIE (David Slavsky) championing the deployment to the Academic programs.	Track & monitor the health of the University by reporting on Revenue to Expense ratios of all Academic Departments	Continuous Service Development	XLarge	Q2	01/2018	10/2018	In Progress	Green - On Target, No Risk	Finance-Office of VP-CFO
11	2626	A	14-DW/BI Projects	Student Profile - Power BI	Request to develop a Power BI report which includes a students relevant data in one place. This report would include: 1. Students Term completed 2. Students Class enrollments and grades received 3. Students Sakai participation data 4. Students Advising Notes and Service requests 5. Students Financial Aid awards and tuition charges	Completion of this project will allow anyone that has access to this report to see all relevant student data in one place. This greatly reduces the time spent in gathering such information when needed	Administrative Initiatives	Large	Q1	08/2017	09/2018	In Progress	Green - On Target, No Risk	Student Development - Office of VP
12	2582	A	14-DW/BI Projects	Financial Dashboards using Power BI and EDW	Request to build dashboards to be used by the Finance Team utilizing the LAWSON financial tables that have been developed in EDW. As a proof of concept, we will be building a P&L dashboard using the GL Details data.	In collaboration with the Finance department, develop dashboards that will be used by their departments. This project makes use of new technology and will promote self-service initiatives	Continuous Service Development	Large	Q1	08/2017	08/2018	In Progress	Green - On Target, No Risk	Financial Systems
13	2707	A	14-DW/BI Projects	Year over Year undergrad enrollment by Business day	The purpose of the this project is to track Undergraduate enrollment for each Business Day (BD) since registration was opened for Spring into Fall and/or Fall into Spring Terms. These enrollments are compared to the value of their corresponding Business Day of the previous year. Furthermore, Enrollment Business Day (BD) is defined as a date during which a student can enroll for the next term. The first Business day for each enrollment period varies Year over Year and is defined by the University. The Business Days (BD) used in this model have been normalized to start with the first official enrollment day and is incremented by 1 day until the Term ends. It includes the official 10th day for each Term and starts at Fall 2004 Term	The purpose of the this project is to track Undergraduate enrollment for each Business Day (BD) since registration was opened for Spring into Fall and/or Fall into Spring Terms. These enrollments are compared to the value of their corresponding Business Day of the previous year and allows the Enrollment management team to manage their reported statistics	Continuous Service Development	Medium	Q1	05/2018	08/2018	In Progress	Green - On Target, No Risk	Institutional Research
14	2708	A	14-DW/BI Projects	Enrolled - Not Enrolled - Spring into Fall and Fall to Spring	These dashboards and reports track students that are currently enrolled, but have not enrolled for the next term. It tracks students by: a. Cohort Class b. Any admit term (so that students that were admitted in the Spring are included) c. Bursar defined data elements including balance, loan values etc. d. Service indicators and/or registration blocks e. Primary and/or secondary advisors f. Academic level (Freshmen, Sophomore etc.) g. GPA group These dashboards and report will provide Advisers and the Bursars office the data needed to contact a student	This project allows tracking of current student enrollments as part of the student success initiative	Continuous Service Development	Medium	Q1	03/2018	08/2018	In Progress	Green - On Target, No Risk	Assoc. VP - Enrollment Management

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15	2710	A	14-DW/BI Projects	Loyola New Student Orientation dashboard	This project tracks the new incoming Students as they attend their orientation sessions for which they have registered for. Once they attend, the Bursar office can charge the Orientation fee. In addition, it tracks enrollments of these students so that it is useful to Advising as well as Enrollment management and Academic departments It pulls data from Slate to track the attendees.	This project is important for Bursar, Enrollment management and Advising departments	Continuous Service Development	Medium	Q1	05/2018	08/2018	In Progress	Green - On Target, No Risk	Office of The Bursar
16	2434	A	14-DW/BI Projects	Advancement Report Conversion	The purpose of this project is to take the Report Gap Analysis Findings and make reports for the Advancement Division to consume. We will need to identify a resource to create the reports, the BI Team will host a presentation/overview of current reporting technologies available, Advancement will decide what reports and which technologies will be used, and the final step will be creation of the reports and testing.	project 2432 provides the list of current reports that are needed for the Advancement Division to be successful. The Advance team will need to decide which technologies will be used for the various reports, and the reports will need to be created. Resources will need to be identified to create the reports as well. This will give the Advancement team quick access to the reports they need, access to the data through efficient means, and potentially the ability to manage the report creation themselves, for specific types of reports.	Continuous Service Development	Large	Q1	07/2016	08/2018	In Progress	Green - On Target, No Risk	Advancement HSD
17	1690	A	16-LUHS/LUC/HSD Technology Program	Identity Management Systems Strategy & Current State Documentation	Determine the strategy of LUC's Identity Management Systems. Documentation of the current state of Identity Management Systems process & data flows. Develop a strategy for transitioning current and future HSD UVIDs and email LUC.	Determine the strategy of LUC's Identity Management Systems. Identify and implement technical changes to allow LUC to create IDs for HSD students, faculty and staff. Develop a strategy and timetable for migrating HSD IDs currently under LUMC to LUC IDs.	Infrastructure	Large	Q2	12/2011	12/2018	In Progress	Lime - On Target, Minimal Risk, Minor Concerns, Under Control	Information Services
18	1848	A	16-LUHS/LUC/HSD Technology Program	Migration of HSD/SSOM Desktops	Move towards ultimate goal of implementing LUC desktop standards and support structure on HSD/SSOM Desktops.\n\nTotal migration of desktop computers is linked and dependent on the migration to the LUC network in HSD buildings that currently are on the LUHS network. As part of the planning for this project, the pros/cons of a partial/temporary migration to certain aspect of the LUC desktop will be assessed. This partial migration may be in one of a number of forms, including virtualization and/or an installation of a LUC image on current SSOM desktops. The migration, including timing, of email for LUC is a key factor in the design of any "interim" step.	Move towards ultimate goal of implementing LUC desktop standards and support structure on HSD/SSOM Desktops.\n\nTotal migration of desktop computers is linked and dependent on the migration to the LUC network in HSD buildings that currently are on the LUHS network. As part of the planning for this project, the pros/cons of a partial/temporary migration to certain aspect of the LUC desktop will be assessed. This partial migration may be in one of a number of forms, including virtualization and/or an installation of a LUC image on current SSOM desktops. The migration, including timing, of email for LUC is a key factor in the design of any "interim" step.	Infrastructure	XLarge	Q2	10/2012	12/2018	In Progress	Lime - On Target, Minimal Risk, Minor Concerns, Under Control	Information Services
19	2356	A	5-Security Projects	2016 Security Assessment	The annual security assessment is conducted on various applications and infrastructure components as part of the information security program. Each year items are selected for review based on the assumed risk to the university. This also includes a mandatory external penetration test of the high security environment(required for PCI compliance).\n\nItems for FY16 include: - Penetration Testing for High Security Network - Web Focus/Tableau - REACT, Password Management - Clinical Research Database (CRDB) - IDM3, ID Creation process - Loyola Secure Access - Web Checkout - AIMS	Reduction of risk to the University through identification of information security risks and prioritization of risk mitigation activities.	Administrative Initiatives	Medium	Q2	01/2016	12/2018	In Progress	Green - On Target, No Risk	Information Services
20	2507	A	5-Security Projects	2017 Security Assessment	The annual security assessment is conducted on various applications and infrastructure components as part of the information security program. Each year items are selected for review based on the assumed risk to the university. This also includes a mandatory external penetration test of the high security environment(required for PCI compliance) as well as PCI segmentation testing 6 months from the PCI security assessment.\n\nItems for FY17 include: - Penetration Testing for High Security Network - PCI Segmentation Testing for High Security Network - Full External Penetration Test - Lawson - CBORD - Maxxess - Kronos	Reduction of risk to the University through identification of information security risks and prioritization of risk mitigation activities.	Administrative Initiatives	Medium	Q2	01/2017	12/2018	In Progress	Green - On Target, No Risk	Information Services

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21	2205	A	5-Security Projects	2015 Security Assessment	Security Assessments 2015 The annual security assessment is conducted on various applications and infrastructure components as part of the information security program. Each year items are selected for review based on the assumed risk to the university. This also includes a mandatory external penetration test of the high security environment(required for PCI compliance). Items for FY15 include: - Penetration Testing for High Security Network - Peopleadmin - LOCUS - DocFinity - STARRS (HSD) - RMS - NeuLion - Faculty Information System	Reduction of risk to the University through identification of information security risks and prioritization of risk mitigation activities.	Administrative Initiatives	Medium	Q2	01/2015	10/2018	In Progress	Green - On Target, No Risk	Information Services
22	2207	A	5-Security Projects	High Security Lab Environment/Security Operations Center	Secure environment and isolated storage to do encrypted file transfers, enhanced computer forensics, testing/validation of new software, and vulnerability and pen-test scans on our non PCI servers. Environment will contain: - Non-PCI vulnerability scanner to ensure proper server patching and prevent potential avenues for hackers. - Penetration Testing Software which would protect student data by identifying weaknesses in Loyola's security posture. - Secure File Transfer to facilitate the mandatory transfer of PII by some departments to satisfy government requirements. - Relocation of Encase forensics software to allow a more secure method of data acquisition and transfer System would consist of 2 servers and 6TB of network attached storage (for large disk images/logs). (Maint $1500, Nessus subscription, plus $10,000 pen test subscription)	Provide high security services that are currently not secure enough or non-existent.	Continuous Service Development	Medium	TBD	01/2015	TBD	New	Green - On Target, No Risk	Information Services
23	2619	A	5-Security Projects	2018 Security Assessment	The annual security assessment is conducted on various applications and infrastructure components as part of the information security program. Each year items are selected for review based on the assumed risk to the university. This also includes a mandatory external penetration test of the high security environment(required for PCI compliance).	Reduction of risk to the University through identification of information security risks and prioritization of risk mitigation activities.	Administrative Initiatives	Medium	Q2	01/2018	12/2018	New	Green - On Target, No Risk	Information Services
24	2299	A	5-Security Projects	Broaden Use of SIEM Technologies	This "risk treatment" was added as part of the information security risk assessment that was completed in May of 2015 by Halock Security Labs. Specifically it is risk treatment I08 - Broaden Use of SIEM technologies and consists of the following effort: - Evaluate each system that is not already covered by internal audit and security incident logging and alerting (SIEM) functions to assess the risks created by not auditing them on a regular basis. If the risk is greater than the impact to Mission, Objectives and Obligations, then include those systems in internal audits.	Completing this risk treatment effort will reduce the information security risk on 10 high and medium risk items down to more acceptable levels.	Administrative Initiatives	Large	Q4	07/2015	06/2019	Pending	Green - On Target, No Risk	Information Services
25	1882	A	7-BCDR/Failover	Disaster Recovery Planning	Develop and document a disaster recovery plan for all critical systems, applications and relevant recovery information. Plan will include, but not limited to, Items such as systems in scope, recovery priorities, recovery procedures, identification of personnel and owners.	A business continuity and disaster recovery plan should be developed that includes: Business Impact Analysis based on key stakeholders, identification of appropriate systems, development of recovery time objectives to meet the needs of the business and system recovery procedures. Operating without a BC/DR plan puts the organization at risk as a result of a disaster. An organization could suffer a severe loss if a disaster recovery plan is not developed based on the needs of the business. Additionally, a BC/DR plan will not be executed appropriately without the business driving its development. Relates to ISO 27002 Control 14.1.3	Continuous Service Development	Large	Q1	02/2013	09/2019	In Progress	Green - On Target, No Risk	Information Services
26	2119	A	7-BCDR/Failover	Network Disaster Recovery / Redundancy - LSC - Phase 1	Plan and install redundant network infrastructure with the intent to minimize network outages in the event of a data center disaster at Lake Shore. Project will have multiple phases.	Mandated project.	Infrastructure	Medium	TBD	03/2014	TBD	On Hold	Green - On Target, No Risk	Its-Office Of The Vp & Cio
27	2312	A	7-BCDR/Failover	Disaster Recovery - CBORD	Create a disaster recovery plan and test for the CBORD application.	Create a Disaster Recovery, tested plan for the CBORD application.	Administrative Initiatives	Medium	TBD	10/2015	TBD	On Hold	Green - On Target, No Risk	Information Services

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28	2699	A	7-BCDR/Failover	Disaster Recovery - AD	This project will include developing a plan and testing failover for AD. This will contribute to the overall BCDR program for the universitys risk management strategy.	A business continuity and disaster recovery plan should be developed that includes: Business Impact Analysis based on key stakeholders, identification of appropriate systems, development of recovery time objectives to meet the needs of the business and system recovery procedures. Operating without a BC/DR plan puts the organization at risk as a result of a disaster. An organization could suffer a severe loss if a disaster recovery plan is not developed based on the needs of the business. Additionally, a BC/DR plan will not be executed appropriately without the business driving its development. Relates to ISO 27002 Control 14.1.3	Continuous Service Development	Medium	TBD	12/2018	TBD	Pending	Green - On Target, No Risk	Information Services
29	2700	A	7-BCDR/Failover	Disaster Recovery - Phone Systems (Remote Campuses)	Develop and document a disaster recovery plan for the Phone Systems at the remote locations. Plan will include, but not limited to, Items such as systems in scope, recovery priorities, recovery procedures, identification of personnel and owners.	A business continuity and disaster recovery plan should be developed that includes: Business Impact Analysis based on key stakeholders, identification of appropriate systems, development of recovery time objectives to meet the needs of the business and system recovery procedures. Operating without a BC/DR plan puts the organization at risk as a result of a disaster. An organization could suffer a severe loss if a disaster recovery plan is not developed based on the needs of the business. Additionally, a BC/DR plan will not be executed appropriately without the business driving its development. Relates to ISO 27002 Control 14.1.3	Continuous Service Development	Small	TBD	12/2018	TBD	Pending	Green - On Target, No Risk	Information Services
30	2701	A	7-BCDR/Failover	Disaster Recovery - Sakai	Develop and document a disaster recovery and engagement plan for Sakai to be recovered by the Vendor in the event there is an outage. DR Plans should be obtained by the Vendor to include but not limited to, Items such as systems in scope, recovery priorities, recovery procedures, identification of personnel and owners.	This project will include obtaining a disaster recovery plan from the Vendor and ensuring the Vendor is holding regular DR testing to ensure continuity during an outage. This will contribute to the overall BCDR program for the university's risk management strategy.	Continuous Service Development	Small	TBD	12/2018	TBD	Pending	Green - On Target, No Risk	Information Services
31	2702	A	7-BCDR/Failover	Disaster Recovery - Slate	Develop and document a disaster recovery and engagement plan for Slate to be recovered by the Vendor in the event there is an outage. DR Plans should be obtained by the Vendor to include but not limited to, Items such as systems in scope, recovery priorities, recovery procedures, identification of personnel and owners.	This project will include engaging the vendor and documenting procedures to contact the vendor and to ensure that the Vendor provides their DR Plans and is regularly testing the application. This will contribute to the overall BCDR program for the university's risk management strategy.	Continuous Service Development	Medium	TBD	12/2018	TBD	Pending	Green - On Target, No Risk	Information Services
32	2703	A	7-BCDR/Failover	Disaster Recovery - TouchNet Paypath/TPG	Develop and document a disaster recovery and engagement plan for Touchnet Paypath/TPG to be recovered by the Vendor in the event there is an outage. DR Plans should be obtained by the Vendor to include but not limited to, Items such as systems in scope, recovery priorities, recovery procedures, identification of personnel and owners.	This project will include engaging the vendor and documenting procedures to contact the vendor and to ensure that the Vendor provides their DR Plans and is regularly testing the application. This will contribute to the overall BCDR program for the university's risk management strategy.	Continuous Service Development	Small	TBD	12/2018	TBD	Pending	Green - On Target, No Risk	Information Services
33	2704	A	7-BCDR/Failover	Business Continuity for Departmental Staff	This project will include developing and maintaining Business Continuity Plans for Departmental Staff. This will contribute to the overall BCDR program for the universitys risk management strategy.	This project will include documenting procedures to continue University operations in the event of a disaster. This will contribute to the overall BCDR program for the university's risk management strategy.	Continuous Service Development	Large	TBD	12/2018	TBD	Pending	Green - On Target, No Risk	Information Services
34	2685	A	19-Lawson/Kronos	Implement HSA, FSA and Dependent Care maintenance in Lawson	-Assist with setting up Health Saving Account (HSA), Flexible Spending Account (FSA) and Dependent Care maintenance in Lawson -Install Intellias HSA Maintenance Module for 2019 Open Enrollment and New Hire Enrollment in Lawson for 01/01/2019	In anticipation of changing demands facing higher education, major expense management initiates have been undertaken. These changes for Open Enrollment are related to long-term expense management initiatives, which will allow us to steward our resources into the future.	Administrative Initiatives	Medium	Q3	05/2018	01/2019	In Progress	Green - On Target, No Risk	Human Resources: System & Process
35	2686	A	19-Lawson/Kronos	Modifications to existing BCBS eligibility file program in Lawson for HDP	Modify Blue Cross Blue Shield (BCBS) eligibility file program in Lawson (UI468) for new High Deductible plan (HSP) that will be offered starting 1/1/2019	In anticipation of changing demands facing higher education, major expense management initiates have been undertaken. These changes for Open Enrollment are related to long-term expense management initiatives, which will allow us to steward our resources into the future.	Administrative Initiatives	Small	Q3	05/2018	01/2019	In Progress	Green - On Target, No Risk	Human Resources: System & Process
36	2687	A	19-Lawson/Kronos	Create election and modify/create remittance Lawson files for HSA, FSA & DC	-Create election files for Health Savings Account (HSA), Flexible Spending Account (FSA) and Dependent Care maintenance in Lawson -Create or modify existing remittance files for Health Savings Account (HSA), Flexible Spending Account (FSA) and Dependent Care maintenance in Lawson	In anticipation of changing demands facing higher education, major expense management initiates have been undertaken. These changes for Open Enrollment are related to long-term expense management initiatives, which will allow us to steward our resources into the future.	Administrative Initiatives	Medium	Q3	05/2018	01/2019	In Progress	Green - On Target, No Risk	Human Resources: System & Process
37	2684	A	19-Lawson/Kronos	403(b) Defined Contribution Census File Program changes in Lawson	403(b) Plan Defined Contribution Waiting Period Changes for New Hires / Newly eligible for July 1, 2018 and later. Will need new a field added to weekly TRS Census file called "Class Code Field". This file logic change needs to be made on BOTH the LUC and LUMC/Trinity TRS weekly files. Per TRS a new class code for the new hires as of 7/1 for the Eligibility change is needed. The Class Code field needs to be used so the system logic can write class groups into the enrollment materials as well as use these codes for eligibility tracking. Per TRS the hire date field cannot be used in this manner	This project supports the FY2019 Budget Reduction Goals	Administrative Initiatives	Small	Q1	05/2018	07/2018	In Progress	Green - On Target, No Risk	Human Resources: System & Process
38	2565	A	19-Lawson/Kronos	HR Benefits - Advisor Program	HR Benefits placeholder project - Advisor Program.	Specific impact/value to be specified by the Human Resources Financial Planning Work-group.	Continuous Service Development	Medium	TBD	07/2017	TBD	New	Green - On Target, No Risk	Human Resources: Office of VP

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39	2566	A	19-Lawson/Kronos	HR Benefits - Pharmacy Network	HR Benefits placeholder project - Pharmacy Network	Specific impact/value to be specified by the Human Resources Financial Planning Work-group.	Continuous Service Development	Large	TBD	07/2017	TBD	New	Green - On Target, No Risk	Human Resources:Office of VP
40	2212	A	19-Lawson/Kronos	Lawson Self Service Outside the Firewall	To improve the user experience for employees, allow faculty, staff, and student workers to securely access Lawson Employee Self Service outside of the firewall. As we continue to add more self-service tasks, employees need to be able to securely access the application from off campus without having to go through the hassle of signing in through LSA.	Improved self service and accessibility.	Continuous Service Development	Medium	TBD	07/2018	TBD	Pending	Green - On Target, No Risk	Office of The President
41	2500	A	19-Lawson/Kronos	ESS Direct Deposit	Ability for staff to make changes/add in ESS Direct Deposit	ESS Direct Deposit	Academic & Faculty Support	Small	TBD	02/2017	TBD	Pending	Green - On Target, No Risk	Human Resources
42	2501	A	19-Lawson/Kronos	ESS Life Events - Benefits	Ability to allow staff to make changes in ESS Life Events - Benefits.	ESS Life Events - Benefits	Academic & Faculty Support	Small	TBD	02/2017	TBD	Pending	Green - On Target, No Risk	Human Resources
43	2502	A	19-Lawson/Kronos	ESS Manager Drill down	Ability of managers to drill down into their teams	ESS Manager drill down	Academic & Faculty Support	Small	TBD	02/2017	TBD	Pending	Green - On Target, No Risk	Human Resources
44	2503	A	19-Lawson/Kronos	ESS Federal Tax Change	Ability for staff to make changes in ESS Federal Tax Change	ESS Federal Tax Change	Academic & Faculty Support	Small	TBD	03/2017	TBD	Pending	Green - On Target, No Risk	Human Resources
45	2570	A	8-Advancement	Data Loader Project - Phase II	Data Loader Project - Phase II - to bring Parent data from Slate into Advancement via the Data Loader tool. Business requirements as well as functional specifications need to be developed for the Scrub, Match and Data Loader Process	Parent data from Slate into Advancement via the Data Loader tool	Administrative Initiatives	Large	Q1	07/2017	07/2018	In Progress	Green - On Target, No Risk	Development
46	2495	A	8-Advancement	Alumni/Giving Call Campaign Software Replacement	The Loyola University Chicago Phonathon is currently using SmartCall, by Ellucian as its calling software. This software has been used for over eight years, and while SmartCall has served us well in the past, it has not aged well and struggles to provide the functions a more modern Phonathon requires. From a caller's standpoint, the software needs to make calls seamlessly, provide accurate and relevant data on the prospect during the call, and provide the best call quality. From the side of a manager, data must be loaded and adjusted easily, pulling reports needs to be intuitive and timely, and support from the software providers needs to be helpful and clear. SmartCall struggles or fails in all these regards. As such, the Phonathon program calls for a complete replacement of SmartCall for a more viable program, such as the Campus Call program provided by Ruffalo Noel Levitz.	One of the main benefits provided by Campus Call would be a change from analog phone hardware to VoIP calling. Because VoIP headsets often plug into a computer via a USB, and have the call controls on the cord, additional parts such as amplifiers and dial boxes would be eliminated. Eliminating the excess parts would mean less opportunity for things to break. These parts are also slowly disappearing on the market. With a streamlined system with everything working and easy to fix, we will experience less downtime on our calling stations. Less downtime means more outgoing calls and attempts, which leads to more contacts and ultimately, more dollars and donors to Loyola.	Administrative Initiatives	Medium	TBD	11/2016	TBD	In Progress	Green - On Target, No Risk	Development
47	2600	A		iPlan - Major Re-write - (Parent Project)	Major changes to iPlan have been requested in the areas of: - Budget Wizard - adapting to changes in University offerings/charging (e.g. - tiered tuition); - Financial Aid - enhancing linkage/integration with Financial Aid self-service processes; - Usability - enhancing messaging and navigation for users; - Critical Payments - changing some rules about usage of this final payments table; - Reconciliation - improving the process; - Miscellaneous - other minor improvements or research issues or new tools for users. This PSS will serve as the Parent Project for an iPlan re-write and improvement effort. This project will identify scope and objectives of related projects.	iPlan has been a "bolt-on" module for LOCUS since March, 2010. In this period, LUC has more than tripled enrollment in offered payment plans while eliminating the cost and customer service challenges of using an outside service. There are several areas that need updating in the iPlan module including: - New academic services and charging models to estimate budgets; - Ease of use for students and parents; - Reconciliation processes; - Integration with standard payment channels. All of these areas are working but in need of improvements. Bursar Office with ITS has developed a long list of possible improvements. This project will evaluate the possible suggestions and formulate workable projects for a team of ITS and Bursar Office staff to undertake.	Administrative Initiatives	Large	Q1	01/2018	08/2018	In Progress	Green - On Target, No Risk	Office of The Bursar
48	2493	A		Hybrid On-line ABSN Degree Program with Orbis Education	The School of Nursing is negotiating a contract with Orbis Education (orbiseducation.com)to expand the SON Accelerated BSN degree by adding ORBIS as an academic partner. This project is to evaluate the work efforts needed to incorporate the ORBIS solution into the universities systems/processes.	The School of Nursing is negotiating a contract with Orbis Education (orbiseducation.com)to expand the SON Accelerated BSN degree by adding ORBIS as an academic partner. This project is to evaluate the work efforts needed to incorporate the ORBIS solution into the universities systems/processes.	Academic & Faculty Support	Small	Q1	06/2017	07/2018	In Progress	Green - On Target, No Risk	Nursing:Niehoff School of
49	2645	A		Secure submission of documents by students for the Financial Aid Office	The FAO is seeking support from ITS to determine a solution that will allow students, and possibly parents, to submit required financial aid documentation in an easy, yet secure manner. Possible long-term solution include the use of DocFinity, which would be set-up as a custom process for the FAO, yet follow a similar process flow currently used by International Programs and Residence Life. A possible short-term solution would be to use the Secure File Transfer method, which would also require some customizations to be made to fit FAO business practices. Per the 2/7/18 PRB meeting, the application should be built in a generic fashion so that it could be easily used/included by other offices across campus.	A secure method for students to upload financial documents to Loyola is needed to reduce the risk of confidential information being accessed through hacked email. Providing a site that will allow students to upload documents will streamline the process of indexing and interfacing the documents into DocFinity.	Continuous Service Development	Small	Q1	01/2018	07/2018	In Progress	Green - On Target, No Risk	Financial Assistance

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50	2688	A		Examity Integration with Sakai	Phase 2 of the Online Exam Proctoring Project (PSS 2363). This phase will include testing and deploying the Examity integration to the Sakai production environment; developing training and documentation to support instructors.	As Loyola expands its delivery of courses online changes and enhancements will be required to maintain the academic integrity of courses and programs delivered online. Some ability to "proctor" online exams will be required for programs\course, which require more rigid assessment processes to insure exam integrity. The implementation of an institutional solution for proctoring exams will best help Loyola maintain a consistent and reliable online course delivery program as well as reduce overall cost incurred with proctoring exams.	Academic & Faculty Support	Small	Q1	05/2018	09/2018	In Progress	Green - On Target, No Risk	Provost's Office
51	2676	A		Upgrade Campus Card System to CS Gold 7	CS Gold upgrade from version 6.0.21 to the latest version of CS Gold 7. The upgrade is required for multiple reasons: 1) Stay current with vendor software and position the University to take advantage of new features offered in CS Gold, such as LDAP authentication, expanded mobile capabilities, more current user interface. 2) Complimentary extended support for our current Oracle 11g database version (11.2.0.4, specifically) will end on December 13, 2018, and the current release CS Gold 6 does not support a move to Oracle 12c. We can pay for extended support at that time, but all support for 11.2.0.4 will end on 12/31/2020. As such, the CS Gold 7 upgrade will involve a database migration from Windows Oracle 11g to Unix Oracle 12c (on the enterprise server). 3) Support for Windows 10 4) Move to a newer, more secure Windows Server version	CS Gold is Loyola's current campus card system. The upgrade from version 6 to 7 will keep the university current with the latest vendor functionality and technology. Additionally, it will enable the university to move the Oracle database to its enterprise database server, moving off of a Windows Oracle version that will soon be unsupported. This will streamline database support, as CS Gold is the last Loyola application on Windows Oracle.	Student Technology Support	Medium	Q1	04/2018	08/2018	New	Green - On Target, No Risk	Office of The Bursar
52	2671	A		Transition from DBCS to SAAS for 25Live	The vendor for 25Live, CollegeNet, has made it mandatory to transition from DBCS to SAAS by the end of this year. They expect all users to have transitioned to 25Live SAAS by December 31, 2018. It takes approx. 3 months for the transition to occur. In addition to transitioning to 25Live we are looking at what options exist for us long term should we choose to relinquish our use of CollegeNet products which currently include (25Live, R25, Optimizer (aka S25), WebServices).	This project is required for us to continue using the current 25Live Campus Reservations and Class Scheduling utilities. We must comply with the vendor requirement to move from DBCS to SAAS by 12/31/2018 or all current applications will no longer have a license for use. Additionally, this project involves looking for alternative solutions.	Administrative Initiatives	Large	Q2	02/2018	12/2018	In Progress	Green - On Target, No Risk	Campus Reservations
53	2614	A		Space and Asset Management - System Search and Implementation	Document the requirements and conduct a search to identify space and asset management technology for the university.	A space management system at Loyola would be driven by existing building drawings which would provide current data on square footage, space allocations, and space attributes. The space inventory system would be updated as spaces are renovated or modified, ensuring accurate data collection at the time that information about space is needed. It could track space utilization, staff and faculty room assignments, departmental square footage allocations, etc, and become a planning tool for building programming, space assignments and campus development. Floorplans could become accessible to defined users within departments. And critical financial analysis -- such as F&A rates -- could be derived from the space data. It is envisioned that any space management tool would interface with key University systems such as work order systems in Facilities and ITS, as well as Maxxess, Milestone, and Lawson.	Administrative Initiatives	Large	Q4	11/2017	06/2019	In Progress	Green - On Target, No Risk	Facilities-Office of VP
54	2601	A		Evaluate SONIA Field Management software for University usage	SONIA Field Management software is an organization-wide solution to manage placements, internships and field studies evaluated by the School of Social Work. SSW is interested in licensing and implementing SONIA at LUC. Provost Office (D. Prasse) has supported this request. This project will evaluate the fit with Loyolas IT architecture, plan an implementation and possible extension to other schools. Candidates include the School of Nursing, School of Communications, School of Educaton, and Center for Experiential Learning. Basic product information can be found at: http://www.planetsoftware.com.au/products/sonia/	Field Study Placement and Tracking in the School of Social Work has been accomplished with spreadsheets and emails/phone calls over the past several years. The School of Social Work would like to improve the quality of placement and tracking of students at field study sites, while reducing the work load on administrative staff, faculty and students. SONIA has been identified as a product that will meet the needs of SSW. Other schools in the University have similar needs for placement and tracking - for internships, student teaching, and service learning. Ideally, a single solution can serve the needs of other schools and centers. This project will document the fit of SONIA to LUC IT architecture and evaluate possible use in other areas.	Academic & Faculty Support	Medium	TBD	02/2018	TBD	In Progress	Green - On Target, No Risk	School of Social Work
55	2609	A		Quinlan CRM	The Business Leadership Hub is in need of a customer relationship management system (CRM) for the current 4 centers that make up the Hub as well as the capacity to expand as new centers may come on line in the future. For the purposes of this project we would like to describe this CRM as a ¿membership database¿ for the Hub so as not to create any confusion with Advancement¿s CRM. While the Hub will work together with Advancement to exchange information regarding potentials donors, members and clients, the Hub is in need of a ¿membership database¿ that will be accessible to the Hub¿s membership lists, newsletter and marketing contacts, and event attendee information.	The CRM project would include selecting an appropriate vendor for the Hub's needs, integrating a current database(used by FBC) into the new system as well as various data from an array of spreadsheets and installing the system in line with the IT requirements and structure already established at Loyola University Chicago. Training and an implementation plan will also be needed for the Hub centers and personnel. Lastly, direction on the possible future add-on's would be beneficial. Future add- on could include a possible membership portal, integration with AR software and integration with marketplace or imodules	Administrative Initiatives	Medium	Q1	12/2017	08/2018	In Progress	Green - On Target, No Risk	Development Business School

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56	2486	A		Online Performance Management System - Phase II	Next phase of the Online Performance Management System project (PSS 1955). Phase I (PSS 1955) consisted of the minimum viable product for an annual performance review system. Phase II includes additional functionality documented in the original technical requirements document, including the implementation of 90-day probationary reviews.	A common, web-based system for employee performance review management will promote common performance goals across the university, increased metrics of performance over time and across areas, increased ease of use and accessibility, and more sophisticated tools for assessment. All of these will lead to improved overall assessment of employee performance and, in turn, improved employee performance.	Administrative Initiatives	Large	TBD	11/2017	TBD	On Hold	Green - On Target, No Risk	Human Resources
57	2549	A		PROLAW Scholars Network application and database	After their time at PROLAW, graduates go on to join a growing network of PROLAW Scholars working across the world in governments, international organizations and peace-keeping missions, non-governmental organizations, academia, judiciary and the legal and corporate sectors. We are interested in creating the PROLAW Scholars Network in the form of a database, accessible by all those who visit the PROLAW site. Through this database the alumni stay connected to the University, to each other and to external members of the development community. The database would be an incredible tool for showing program impact to current and potential donors to the PROLAW program and School of Law.	PROLAW Scholars Network application and database. The accomplishments of the PROLAW alumni speak for themselves and truly are our strongest selling point as a program. By creating an interactive database and more aesthetically pleasing layouts, potential students and donors to the program can see the real impact that alumni are having and be inspired by these accomplishments. Alumni can connect quickly and have a bigger impact on rule of law and access to justice by joining forces. Potential donors, governments, international organizations, peace-keeping missions and non-governmental organizations, among others, can not only access alumni information and achievements directly, but can contact the alumni directly furthering the mission of PROLAW.	Academic & Faculty Support	Medium	TBD	03/2017	TBD	On Hold	Green - On Target, No Risk	School of Law
58	2711	A	1-Student System Upgrade	LOCUS Fluid Page Rollouts	Placeholder for the PeopleSoft FLUID page development efforts.	FLUID will provide opportunities for optimized screen layouts, efficiencies and workflow opportunities.	Continuous Service Development	XLarge	Q2	03/2018	TBD	In Progress	Green - On Target, No Risk	Enterprise/TBD
59	2309	B		Faculty Information System Suite enhancements	Faculty Administration has requested that the Faculty Information System (FIS)suite be reviewed for possible updates and enhancements to better meet their needs and current business processes. The FIS suite has five modules (Core, part-time, salary budget module, supplemental salary, faculty salary planning)each of which will be reviewed and enhanced appropriately. Reporting enhancements will be included.	Faculty Administration has requested that the Faculty Information System (FIS)suite be reviewed for possible updates and enhancements to better meet their needs and current business processes. The FIS suite has five modules (Core, parttime, salary budget module, supplemental salary, faculty salary planning)each of which will be reviewed and enhanced appropriately. Reporting enhancements will be included.	Administrative Initiatives	Medium	TBD	04/2015	TBD	In Progress	Green - On Target, No Risk	Provost's Office
60	2455	B		Part Time Stipend assignments for HSD	Provide a Part Time Stipend assignments application for HSD, cloned from lakeside Faculty Administrations version of the application.	Streamline the process of generating contracts and assigning stipend assignments for Part Time faculty for HSD Faculty Administration.	Administrative Initiatives	Small	Q1	09/2016	TBD	In Progress	Green - On Target, No Risk	Administration HSD
61	2652	B		Rewrite Staff Salary Planning Application	The current Staff Salary Planning application is several years old, and no longer provides all of the functionality needed. It enforces many rules in the loading of data from Lawson that are no longer valid, and requires significant manual intervention. The application's Administrative options are limited and cumbersome to use.\n\nA new solution will assist in streamlining the process for salary planning for HR, Finance, and user departments.	A new staff salary planning application will assist in streamlining the process for salary planning for HR, Finance, and user departments.	Administrative Initiatives	Small	Q2	04/2018	10/2018	In Progress	Green - On Target, No Risk	Human Resources:Compensation
62	2391	B		Migrate SQL Server 2012/2014	Migrate SQL Server 2012/2014 on our SQL Server Enterprise machine. Install 2012 and 2014 versions of SQL Server and Migrate databases on older versions to the newer versions.\n\nThis is depended on the application being upgraded. T4 tentatively scheduled summer 2018	Migrate SQL Server 2012/2014 on our SQL Server Enterprise machine. Install 2012 and 2014 versions of SQL Server and Migrate databases on older versions to the newer versions.	Administrative Initiatives	Large	Q1	02/2016	09/2018	In Progress	Green - On Target, No Risk	Information Services
63	2347	B		T4 SiteManager 8.0 Upgrade	Upgrade T4 SiteManager from version 7.4 to version 8.0.	The T4 SiteManager Upgrade project will allow web content developers to use the latest, improved version of the Terminal Four (T4) content management system. This has wide-ranging impact for all departments creating and updating pages on our main university web site.	Infrastructure	Large	Q1	10/2015	08/2018	In Progress	Green - On Target, No Risk	Information Services
64	2615	B		Redesign the ITS web presence	The ITS Webpage needs an overall redesign to provide our customers, staff, faculty, visitors, et. al. a more sophisticated/fresher interactive-look via the internet. Our new ITS Webpage may need to have these qualifications: engaging, up-to-date, better rankings (i.e. bots, or googlebots), more content / more keywords (content is king) and page(s) automation.	The ITS Webpage needs an overall redesign to provide our customers, staff, faculty, visitors, et. al. a more sophisticated/fresher interactive-look via the internet. Our new ITS Webpage may need to have these qualifications: engaging, up-to-date, better rankings (i.e. bots, or googlebots), more content / more keywords (content is king) and page(s) automation.	Continuous Service Development	Large	Q1	01/2018	08/2018	In Progress	Green - On Target, No Risk	Its-Office Of The Vp & Cio
65	2406	B		Room Condition application for technology equipment	Phase II of PSS 2375 Academic Spaces Room Condition application.\n\nPhase II will provide an application that can be used by ITS to inventory and track technology hardware in classrooms or other areas as needed.	This application will decrease the amount of time needed to check for and resolve problems with electronic equipment in academic spaces, greatly reduce the tracking done on paper, and will allow for easier reporting of issues and resolution times.	Continuous Service Development	Medium	Q1	03/2016	08/2018	In Progress	Green - On Target, No Risk	Information Services
66	2662	B		SAC Search and Implementation for Accommodations software	Initiate the due diligence process for a software solution to assist with the delivery of accommodations and processes associated with accommodations.	Recent years have seen increased demands on Services for Students With Disabilities (SSWD). "This population is growing exponentially each year." (SSR from BBurns/SCooper-Gibson). The office has attempted to manage the 1200 registered students with Excel, Docfinity, and LOCUS. More functionality and integration is needed to meet the demand for services with the small full-time staff and graduate student workers.	Student Technology Support	Medium	Q1	04/2018	07/2018	In Progress	Green - On Target, No Risk	Services for Students with Disabilities

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67	2536	B		Create a "SPA Hub" to replace Coeus	Create a 'SPA Hub' that not only replaces a very important but unsupported system currently in use, but also serves to integrate several of the other Excel files and Access 2000 database also in use in SPA for tracking various other aspects related to grants and grants management. The most important functionality to have in place right away is a replacement for the unsupported system that tracks dates and a few data elements. The rest of the request can be built out over time, if possible. -COEUS replacement -tracker for signature cards sent/returned w/ follow up email -tracker for New AU requests received, ability for anyone to log into to check the status of their set up request by unique identifier -enhancement of invoicing tracking; connect to Lawson to match outstanding A/R to invoices sent, ability to send follow up emails to external email addresses for A/R follow up; allow for searching invoices many different ways -auto generate email for advances, build out tracker by connecting to Lawson	Replace outdated, non-supported system with a web based system and build out system to better track other current manual and labor intensive processes related to grants and grants management.	Administrative Initiatives	Large	Q1	02/2017	07/2018	In Progress	Green - On Target, No Risk	Sponsored Program Accounting
68	2574	B		Workgroup to evaluate Enterprise use of Event Management System	Create a workgroup of individuals from different departments in the Loyola community to evaluate the Enterprise use of our selected Event Management System.	Create a workgroup of individuals from different departments in the Loyola community to evaluate the Enterprise use of our selected Event Management System.	Infrastructure	Large	Q1	06/2017	07/2018	In Progress	Green - On Target, No Risk	Information Services
69	1736	B		Embedding of web page analytics (ie Google) in LUC pages	Creation of systematic approach to embedding Google Analytics (GA) code in ALL Loyola University webpages.	The scope of the project is the development of procedures and/or systems that ensure that all Loyola University Web pages (LOCUS not included) have Google Analytics code embedded and that the maintenance of the code is simple and consistent. Currently, the use of Google Analytics code is ad-hoc and each page has the code embedded individually.	Administrative Initiatives	Medium	TBD	05/2012	TBD	New	Green - On Target, No Risk	Enrollment Management
70	1866	B		Online Personnel Action Form (PAF) for Staff	Create an online form for submitting and processing PAFs for Staff. SSR is pending.	Providing an online form for PAF's for staff employees will improve the speed and accuracy of processing personnel changes for Human Resources and the hiring departments.	Administrative Initiatives	Medium	TBD	01/2013	TBD	New	Green - On Target, No Risk	Human Resources:Compensation
71	2661	B		Guest Management System Review	Campus Safety, University Libraries and Campus Safety are looking to improve or replace their guest access system / processes. There are certain inefficiencies and deficiencies with the EasyLobby system. There are also certain features that are not being currently being used in EasyLobby. The goal of the project to review the current EasyLobby system to determine whether the existing version or a more current version of the system can address the users requirements or if there is a better solution to replace the EasyLobby application.	Controlling and monitoring guest access to buildings is an important part of campus safety. The current Guest Access system (EasyLobby) is lacking some ease-of-use functionality. This project will evaluate options to improve Guest Access control and usability.	Infrastructure	Large	TBD	03/2018	TBD	New	Green - On Target, No Risk	Campus Safety LSC
72	1338	B		Automation of the budget transfer process	Develop an application to automate the budget transfer process and establish a chain of approval related to the reclassification of budgeted funds within the University.	Automate the budget transfer process, which will eliminate the need for paper forms, and provide improved audit trail and history.	Administrative Initiatives	Medium	TBD	09/2010	TBD	On Hold	Green - On Target, No Risk	Financial Planning
73	1425	B		Training and Development of Point and Click Reports	This is a request for designated assistance from ITS to develop templates for reports from Point and Click. In spite of the repeated training on report development from the vendor the department remains unable to consistently generate meaningful reports when needed. Project deliverables include: Develop set of template reports with lists of variables that can be interchanged.(January 2011) Train super users on developing reports. (January 2011)	Point N Click Electronic Medical Records (EMR) system is a complex system used by the Wellness Center with primary remote support from the vendor. Developing user defined reports is a capability not yet developed at Loyola. Client is requesting more direct ITS support to develop reporting templates using the vendor software.	Continuous Service Development	Small	TBD	09/2011	TBD	On Hold	Lime - On Target, Minimal Risk, Minor Concerns, Under Control	Wellness Center
74	1431	B		Redesign of NAP (Non-Affiliated Persons) Request System	NAP usage has grown beyond initial system design. More robust functionality needed to manage volume of requests, enhance user interface, improve re-enrollment process, and improve interface with LUWARE/IDM3 and LOCUS. Will require assistance from Web Development team and Database/BI team.	Provisioning of Universal ID's (UVIDs) for students, faculty and staff is triggered by appropriate business events as recorded in Lawson Human Resources and/or LOCUS Student Information System. Provisioning for contractors, consultants, vendor support, visiting scholars and many other categories of University guests and support is administered via an inhouse developed system known as Non-Affiliated Persons (NAP). The NAP system has grown in use and certain aspects are difficult to manage with current functionality. Some goals for this re-design include: - Enhanced user interface - Improved re-enrollment process - De-centralized administration - ITS resources granted appropriate for user group	Administrative Initiatives	Medium	TBD	10/2010	TBD	On Hold	Lime - On Target, Minimal Risk, Minor Concerns, Under Control	Its-Office Of The Vp & Cio
75	1779	B		FA Self-Serve document upload □ Special Circumstances Appeal	Develop a portal for online document submission. Allow students and parents to have guidance through the process online with required fields. Start with Special Circumstance appeals and allow for uploading Tax information, W-2s, other supporting documents. By having a guided portal we will reap countless benefits including, no intake necessary, eliminate need for follow-up, eliminate usage of paper, instantly available for review.	Financial Aid Appeal for Special Circumstances is a complex, manual, paper-intensive process initiated by student. A self-service guided page (or wizard) which includes the ability to upload scanned documents would increase service to students and families appealing their financial aid award due to special circumstances. A generic solution which links this ability to Docfinity could be applicable in other areas of the University.	Administrative Initiatives	Large	TBD	TBD	TBD	On Hold	Green - On Target, No Risk	Financial Assistance

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76	2242	B		Create a web based course search capability outside of LOCUS	Registration and Records would like to partner with the UMC T4 team to develop a web based course search independent of LOCUS (but populated by LOCUS data). This web-based search is intended for external audiences and prospective students to assist in decision making re: suitability of a particular class. This will make it easier for high school/college counselors and prospective students to review descriptions, see expanded learning outcome descriptions, student testimonials, (selected) faculty bios/statements ie. ('I Love teaching this class&).

Using the courses from a small school as a pilot, (Arrupe) we would like to explore T4 function that would allow us to say more about a course than what is currently available in LOCUS including expanded descriptions. We have met with John Drevs on T4 functions and feel the merger of data to T4 capabilities would be beneficial | Web-based class search intended for external audiences and prospective students to assist in decision making re: suitability of a particular class. Make it easier for high school/college counselors and prospective students to review course descriptions, expanded learning outcome descriptions, student testimonials and (selected) faculty bios/statements ie. ('I Love teaching this class&or whatever). | Administrative Initiatives | Medium | TBD | 04/2015 | TBD | On Hold | Green - On Target, No Risk | Registration & Records |
| 77 | 2306 | B | | Include all SSOM and health sciences faculty in the LWD online directory | Include all SSOM and health sciences faculty in the LWD online directory. Currently, only those faculty whose primary positions are in HSD are included. The source of truth for the data needs to be identified. How the process works for user updates and ongoing refreshes must be documented and communicated. ISAC is okay with adding all HSD teaching faculty to LWD. Note, Ron Price will assist with identifying the right individuals to work with on the HSD side.

SSR is pending, as is confirming who the requestor and sponsor.

C. Heckel: At annual LWD meeting on 10/6/15, the LWD committee, including Martha, agreed to hold off on this request until the medical center completed their migration from Lawson. | Including all SSOM and health sciences faculty in the LWD online directory is needed so students in those programs can search for all of their faculty in the same website. | Administrative Initiatives | Medium | TBD | 08/2015 | TBD | On Hold | Green - On Target, No Risk | Administration HSD |
| 78 | 2439 | B | | Online Educational Program for Medical Residents for professional behavior | Design and build interactive web-based learning application site for professionalism and communication skills in a medical setting. Web application will require USER registration, password login. Site should include a testing function for pre/post test when viewing an embedded streamed video of a simulation case. Video and text feedback will be provided for each simulation case. User registration and testing function data will be stored and analyzed for research purposes.
Tentative Deadline: February 2017 | This application will provide a learning site for users to improve professionalism and communication skills in a medical setting. | Academic & Faculty Support | Medium | TBD | 08/2016 | TBD | On Hold | Green - On Target, No Risk | Center for Ethics/Health Policy |
| 79 | 2569 | B | | Marketplace/Touchnet Data Capture and Configuration | The scope is to the capture and process credit card data from Marketplace/Touchnet and Paymentech into a format that can be used as a journal entry in Lawson.

This project will enable accurate and timely recording in the general ledger of approximately 21,000+ monthly credit card transactions (April 2017 = $1,525,000) from each of the approximately 80+ sales capture points in the University. Daily credit card sales will be captured from Marketplace/Touchnet and Paymentech. The raw data will be summarized and classified according to revenue AU and settlement type and loaded as a journal entry to Lawson each day. | This project will have the following benefits:
a)Daily credit sales data will be captured in a timely and accurate manner (currently most capture of sales data relies on hand delivering reports to the Bursar).
b)Duplicate capture of sales data will be eliminated, Bursar will no longer need to record daily transactions for 80+ sales locations.
c)We aim to reduce the amount of time required to reconcile the credit card bank account from 40 hours per month to 4 hours per month (a 90% decrease valued at approximately $15,000 per year).
d)If we are able to reduce the number of merchant numbers in use in Touchnet we could save $20,000 annually in bank fees. | Administrative Initiatives | Medium | TBD | 07/2017 | TBD | On Hold | Green - On Target, No Risk | Financial Systems |
80	2599	B		Presidential Appearance Request Form	Provide a form for users to submit requests for Dr. Rooney to appear at various events.	The creation of a web-based form to allow the Loyola community to request Dr. Rooney's presence at their events will serve to streamline the process, ensure that requests are easy to submit, facilitate ease of communication about the request among Dr. Rooney's staff, and enhance ongoing documentation of Dr. Rooney's schedule	Administrative Initiatives	XSmall	TBD	09/2017	TBD	On Hold	Green - On Target, No Risk	Office of The President
81	700	B		Directly update LOCUS and Blackboard with Rambler Bucks requests	Enhancements to the Rambler Bucks charge authorization system. Currently, requests are collected on the web form and then entered manually in PeopleSoft and Blackboard. The new functionality requested would provided automated processes. Primary request is to post amount of Rambler Bucks requested by student to their account in PeopleSoft. Secondary request is to load Rambler Bucks amount into the Blackboard Transaction system. Requested delivery date - December 15, 2007	Reduce the need for Bursar staff to manually post amounts to the students account in PeopleSoft and CBORD	Administrative Initiatives	Small	TBD	01/2009	TBD	Pending	Green - On Target, No Risk	Campus Card Office
82	963	B		Website for Council of Regents similar to BOT site	Create a website for the Council of Regents that is very similar to the BOT website.	Create a website for the Council of Regents that is very similar to the BOT website.	Continuous Service Development	Small	TBD	10/2010	TBD	Pending	Green - On Target, No Risk	Office of The President
83	2450	B	11-Enterprise Content Management	Payroll Services	The Payroll Services Office has many paper documents that we would like to be able to store and be able to search for electronically. This includes, but is not limited to: Kronos Supervisory Rights Access Form, Manual Time Cards, W-2 Request Forms, E-pay Request Form, Payroll Backup.	Kronos Supervisory Rights Access Form, Manual Time Cards, W-2 Request Forms, E-pay Request Form, Payroll Backup.	Administrative Initiatives	Medium	TBD	04/2017	TBD	In Progress	Green - On Target, No Risk	Payroll Services

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84	2390	B	11-Enterprise Content Management	HSD Faculty Administration Files PH 2 - DB Integration	There is a master DB that HSD Faculty Admin uses to access names, unique identifiers, etc. This DB would be married up with the DocFinity DB to reduce errors when entering doctor, student names and will be able to be pulled from the Master into DocFinity.	There is already an existing MasterDB at Maywood which contains the information that will assist with indexing documents in DocFinity. By allowing the Master DB at Maywood to communicate with the DocFinity application there will be less errors when entering information, data entered into a system once, and current information for both systems.	Continuous Service Development	Medium	TBD	06/2016	TBD	New	Green - On Target, No Risk	SSOM Administration
85	2513	B	11-Enterprise Content Management	University Contract Notifications	Discovery project to provide a method to track and notify contract owners of upcoming expiring contracts to allow time to review, renegotiate, replace and/or renew agreements. Potential expansion of existing DocFinity contract functionality.	Provide a timely follow-up mechanism for the contract renewal process in order to ensure that appropriate terms, conditions and costs are associated with the contract goods & services provided.	Continuous Service Development	Medium	TBD	12/2016	TBD	New	Green - On Target, No Risk	General Counsel
86	2608	B	11-Enterprise Content Management	Recording Students in Online Sessions	Plan of Action, in Brief - Beginning with Spring 2018: 1. Faculty who will be teaching an online, hybrid or blended course that includes synchronous sessions and plan to record those sessions will be required to: - Add a 'syllabus statement' and 'privacy statement' to their course syllabus. □- Obtain a signed release form (student written consent) from each recorded student if the recording is to be used beyond the class in which it was recorded. 2. Student downloads of the recordings of online synchronous sessions will□be blocked. 3.□Faculty are asked to adhere to the 'Student Recording Guidelines.' 4.□In Spring 2018 the Faculty Center for Ignatian Pedagogy will develop training for faculty regarding the use of video recordings,	A number of Illinois Laws impact the recording of students during online synchronous sessions. The Illinois Eavesdropping statute provides penalties (civil and criminal) for the surreptitious recording of private conversations and electronic communications. In addition, the Illinois Right of Publicity Act requires that written consent be obtained, whenever practical, from each person whose name, likeness or identity will be used or depicted for commercial purposes. To address these legal requirements, and to protect the privacy of our online students, the following procedure and guidelines have been developed. ¿□If your online, blended or hybrid class includes synchronous (live) sessions and you plan to record these sessions, we ask that you institute this new procedure beginning in Spring 2018 for any online, blended or hybrid class that you may offer in the future.	Academic & Faculty Support	Medium	TBD	12/2017	TBD	New	Green - On Target, No Risk	Provost's Office
87	2418	B	11-Enterprise Content Management	HR ECM - eForms (Phase I)	HR has identified several forms that would be potential candidates for transition to eForms. HRIS has requested eForms for deductions such as parking, and Halas membership. Danielle Hanson is especially interested in discussing the potential of interfacing form data with Lawson to reduce the amount of manual coding done by HR	HR has identified several forms that would be potential candidates for transition to eForms. HRIS has requested eForms for deductions such as parking, and Halas membership. Danielle Hanson is especially interested in discussing the potential of interfacing form data with Lawson to reduce the amount of manual coding done by HR	Continuous Service Development	Medium	TBD	07/2016	TBD	Pending	Green - On Target, No Risk	Human Resources:Office of VP
88	2419	B	11-Enterprise Content Management	HR ECM - Lawson Integration	This would include at a minimum including a yellow button in Lawson which would allow you to click on it and pull up paperwork associated with that specific person.	Adding a 'yellow' button in Lawson would expedite searching for paperwork.	Continuous Service Development	Medium	TBD	10/2016	TBD	Pending	Green - On Target, No Risk	Human Resources:Office of VP
89	2420	B	11-Enterprise Content Management	HR ECM - Benefits Phase 3 (Backscan Active Files)	Phase 2 of benefits took a day-forward approach by scanning in new paperwork submitted to employees active files. This project will undertake the backscanning of employee active files.	Phase 2 of benefits took a day-forward approach by scanning in new paperwork submitted to employee's active files. This project will undertake the backscanning of employee active files.	Continuous Service Development	Medium	TBD	02/2017	TBD	Pending	Green - On Target, No Risk	Human Resources:Office of VP
90	2452	B	11-Enterprise Content Management	SSOM Student Affairs Registration & Records	Phase II of our project to digitize our permanent files of all our medical school graduates that we continue to access throughout the career of the physician. We need to track 2 types of requests from graduates: 1) Those that ultimately end up in the Misc. section of the grads permanenet file, e.g., degree confirmation for renewal of state license or request to update MSPE. 2) Those that do not end up in the grads permanent file, e.g. transcript requests, degree verifications from hospitals, medical	digitize our permanent files of all our medical school graduates	Administrative Initiatives	Medium	TBD	09/2016	TBD	Pending	Green - On Target, No Risk	SSOM Administration
91	2656	B	11-Enterprise Content Management	Accounts Payable Check Request - Multiple Invoices	Implement a new workflow process for Accounts Payable Check Request - Multiple Invoices. We recently created this process for Single Invoices and need to add the same checks for External Review to the workflow. Now with have a disjuncture in the processing of check requisitions and need to add this to ensure all items are processed according to procedure.	recently created this process for Single Invoices and need to add the same checks for External Review to the workflow	Administrative Initiatives	Small	TBD	04/2018	TBD	Pending	Green - On Target, No Risk	Finance HSD
92	2657	B	11-Enterprise Content Management	Workflow Check/Pay Requisitions change	In a recent upgrade of APs workflow Check/Pay Requisitions are being routed to HR for further processing and review. However, HR may require additional approvals/documentation from HR managers before processing and auditing purposes. It will streamline APs process if the external HR workflow can include additional routing, approvals, diary entries for processing. Currently due to the manual process, we run the risk of double payments by AP and HR. The manual process may also delay payments which can be critial when processing end of year grant awards. This is not only an auditing concern but an internal control process that must be improved in 2017-2018 fiscal year.	However, HR may require additional approvals/documentation from HR managers before processing and auditing purposes. It will streamline APs process if the external HR workflow can include additional routing, approvals, diary entries for processing.	Administrative Initiatives	Small	TBD	04/2018	TBD	Pending	Green - On Target, No Risk	Human Resources
93	2658	B	11-Enterprise Content Management	financial aid documentation for MED students at the HSD	We currently use DocFinity to collect financial aid documentation for LAW, GRAD, GBUS, UGRAD, and Arrupe students, but we are not scanning documents for MED students at the HSD campus. We ares till very heavy paper collecting and processing. Additionally, we pay a data service about $1,000 a year to scan all of our documents and provide us with a DVD	documents for MED students at the HSD campus	Administrative Initiatives	Small	TBD	06/2018	TBD	Pending	Green - On Target, No Risk	Financial Assistance

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94	2655	B	11-Enterprise Content Management	Retiree Benefits File	HR would like to complete scanning and indexing our Retiree Benefit files into DocFinity by July 1 2018. A portion of this project was started 3-4 years and I am now restarting this project. ITS/ Jillian Hayes created a Retiree Benefit folder backscan document in our environment, which is separate from the rest of our HR employee documents and directory in Docfinity. I believe HR Benefits team was scanning an entire deceased retiree file folder into this one document that was created. For purposes of this project we need to create additional document types so that we can scan and index current and new retirees info by individual document type. We may also need to revisit why the retiree folder is separate from the rest of the HR employee document and directory.	Would it make sense to have all employment. benefit & retiree files/ document in one place and smart code the retiree documents? The one issue we may face is that some of these deceased and older retirees may not have Lawson ID #s, so we would need to give consideration to this item	Administrative Initiatives	Small	Q1	04/2018	07/2018	Pending	Green - On Target, No Risk	Human Resources
95	2610	B	12-Online Applications	Online Survey Software Solutions Evaluation	Evaluate Loyola's current online survey software solution, Opinio and explore viable alternatives (examples: https://www.capterra.com/survey-software/). This may include moving to a cloud-based system. Make a formal recommendation to senior leadership for FY19 and beyond. This project will include input from key stakeholders across the institution.	This project benefits the University by reevaluating whether Opinio is fully meeting the needs of faculty and staff conducting research, and comparing it to other viable alternatives.	Academic & Faculty Support	Medium	Q1	10/2017	09/2018	In Progress	Green - On Target, No Risk	Information Services
96	2698	B	12-Online Applications	ITS Self Service	In an effort to enable the Loyola Digital Experience, the Self Service Portal will provide anyone across the university the ability to obtain Service Desk assistance, without emailing or calling through the new IT Self-Service Portal. This project will include users the ability to: To Report an Incident, Request a New Service (service catalogue), and Utilize the Knowledge Base (to seek answers). The goal is to go live with Self-Service mid-August.	In an effort to enable the Loyola Digital Experience, the Self Service Portal will provide anyone across the university the ability to obtain Service Desk assistance, without emailing or calling through the new IT Self-Service Portal. This project will include users the ability to: To Report an Incident, Request a New Service (service catalogue), and Utilize the Knowledge Base (to seek answers). The goal is to go live with Self-Service mid-August.	Academic & Faculty Support	Medium	Q1	11/2017	08/2018	In Progress	Green - On Target, No Risk	Information Services
97	1831	B	14-DW/BI Projects	KPI Requirements Gathering	To understand the data needed to populate the Data Warehouse to support the Key Undergraduate Performance Indicators supplied by the Office of Institutional Research. Then populate the DW with the data and build BI tools to provide appropriate users KPIs relevant to their work.	To understand the data needed to populate the Data Warehouse to support the Key Undergraduate Performance Indicators supplied by the Office of Institutional Research. Then populate the DW with the data and build BI tools to provide appropriate users KPIs relevant to their work.	Administrative Initiatives	Medium	TBD	10/2012	TBD	On Hold	Green - On Target, No Risk	Information Services
98	2045	B	15-Loyola Mobile Projects	Implement additional Locus functionality in HighPoint	Implement additional Locus functionality in HighPoint Mobile	The initial rollout of the HighPoint Mobile application which provides mobile functionality of Student Data included a sub set of the delivered capabilities. This project is to meet with the functional areas such as Reg&Recs, Financial Aid, Student Finance and Student Development to assess the additional capabilities for consideration in their respective areas for implementation.	Continuous Service Development	Small	TBD	09/2014	TBD	In Progress	Green - On Target, No Risk	Information Services
99	2622	B	16-LUHS/LUC/HSD Technology Program	Migration of HSD Servers	Move all remaining HSD Servers off of the LUHS network and migrate them to the LUC network. Total migration of all remaining HSD servers is dependent on HSD Informatics groups work to plan, configure, and reprogram servers to work in LUC network environment. LUC Desktop, Network, and Server teams will assist in the coordination and migration of servers and any other resources that require reconfiguration for the move to the LUC network.	Move all remaining HSD Servers off of the LUHS network and migrate them to the LUC network. Total migration of all remaining HSD servers is dependent on HSD Informatics groups work to plan, configure, and reprogram servers to work in LUC network environment. LUC Desktop, Network, and Server teams will assist in the coordination and migration of servers and any other resources that require reconfiguration for the move to the LUC network.	Infrastructure	XLarge	Q2	12/2017	12/2018	In Progress	Lime - On Target, Minimal Risk, Minor Concerns, Under Control	Information Services
100	2631	B	16-LUHS/LUC/HSD Technology Program	HSD - B105 Network removal	This project will remove all LUC network infrastructure from B105 installed in the closets and transition over the wireless to LUHS.	By removing the network and wireless infrastructure from this building will reduce the LUHS employees and their visitors utilizing the LUC network for services such as access to the internet.	Infrastructure	Small	Q1	12/2017	08/2018	In Progress	Green - On Target, No Risk	Information Services
101	2696	B	16-LUHS/LUC/HSD Technology Program	Technology Onboarding Process for Faculty	The technology onboarding process for full-time and part-time faculty is in need of a business process review. Delays and errors occur when trying to get faculty IDs into various systems. It appears the process for full-time and part-time faculty various based on status and academic program. It is not clear there are any "technical" problems at this point in time. Rather, it appears theres a gap in the workflow. This project is needed to complete a business analysis and workflow diagram for getting full-time and part-time faculty into various systems based on their Loyola ID.	This project will provide a clear understanding how Faculty (FT and PT) are on-boarded at the Health Science Campus.	Administrative Initiatives	Small	Q1	05/2018	07/2018	In Progress	Green - On Target, No Risk	Information Services
102	1757	B	16-LUHS/LUC/HSD Technology Program	HSD: Phone System Unbundling Strategy	Begin to identify alternatives, including costs, pros/cons, for phone system support for HSD in Maywood	As part of the LUHS/LUC/HSD shared services unbundling, this evaluation will identify options, costs and long term phone system support for HSD in Maywood.	Infrastructure	Medium	TBD	09/2012	TBD	Pending	Green - On Target, No Risk	Information Systems and Op Mgmt
103	2081	B	18-Maxxess	Maxxess - Secondary Access Level Web Application	Develop a web-based application that allows authorized users to add people to, and remove people from, secondary access levels in the Maxxess door access system, thereby granting and revoking individuals access to secure spaces across the university.	Currently, such an application for decentralizing space access management, with a layer of secure distance from Maxxess, does not exist. In most cases, secondary access management is handled manually by Campus Safety, and can be a time-consuming and error-prone process with limited opportunity for assessing necessary access removals. Requests and auditing are currently handled by the Security Log application; however, this system does not have a direct interface to Maxxess. This new web application will significantly streamline what is currently a cumbersome business process, and will allow departments to take deeper ownership of their rooms and spaces and who should have access to them.	Administrative Initiatives	XLarge	TBD	04/2014	TBD	Pending	Green - On Target, No Risk	Human Resources:Office of VP

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104	2082	B	18-Maxxess	Maxxess - Security Log Interface	Develop an interface from the existing Security Log web application to the Maxxess door access systems database in order to automatically grant new access requests to individuals upon approval of the request by Campus Safety.	Security Log currently functions as a request log/audit system only; it does not have any system-level connection to Maxxess. Upon approving a request in Security Log, Campus Safety must then manually update Maxxess to implement the request. Automating this step will result in faster turnaround for approved requests, and relieve Campus Safety of the manual work currently involved in completing requests.	Administrative Initiatives	Large	TBD	04/2014	TBD	Pending	Green - On Target, No Risk	Campus Safety LSC
105	2621	B	19-Lawson/Kronos	Library System Alma and Lawson Integration	Currently, The University Libraries (Cudahy Library, Lewis Library and Law Library) manually send the paper invoices to Lawson teams as email attachments. Alma, the new library management system implemented two years ago, offers a configurable FTP (File Transferring Process) mechanism for automatically importing and exporting invoices between DocFinity and Alma. The automation implementation process will establish an EDI (Electronic Data Interchange) between Alma and DocFinity. This automated EDI process replaces the current email attachment procedure and eliminates the need for having some manual processing and data entry. Further, it reduces labor for both Library and Lawson teams. In addition, it streamlines the operation workflow to increase the efficiency and improve the security.	Currently, The University Libraries (Cudahy Library, Lewis Library and Law Library) manually send the paper invoices to Lawson teams as email attachments. Alma, the new library management system implemented two years ago, offers a configurable FTP (File Transferring Process) mechanism for automatically importing and exporting invoices between DocFinity and Alma. The automation implementation process will establish an EDI (Electronic Data Interchange) between Alma and DocFinity. This automated EDI process replaces the current email attachment procedure and eliminates the need for having some manual processing and data entry. Further, it reduces labor for both Library and Lawson teams. In addition, it streamlines the operation workflow to increase the efficiency and improve the security.	Administrative Initiatives	Medium	Q1	02/2018	08/2018	In Progress	Green - On Target, No Risk	Library - Cudahy
106	2677	B	19-Lawson/Kronos	Automate the transfer of ACH and positive pay files to PNC	Automate the transmission of the Payroll, Accounts Payable, and Child Support ACH and positive pay files to PNC. 1.☐Scope of Project Develop a script that will securely transfer (SFTP) the ACH and positive pay files to PNC. This will include ACH files run by Payroll, AP, and Human Resources, as well as positive pay files created by Payroll and AP. 2.☐Project deliverables and Requested Completion Date Develop script to SFTP files to PNC on a scheduled basis. Ideally, I¿d like to have this process in place by the beginning of FY19. ☐ 3.☐Project Justification Summary Currently, Accounts Payable, Payroll, and Human Resources run a job and then manually upload the ACH and Positive Pay files to PNC. To increase efficiency in all areas, we¿d like to develop a process to have these files automatically transferred to PNC. The student refund ACH and positive pay files are already being sent to PNC in this manner. this would bring the other areas in line with that	Develop a script that will securely transfer (SFTP) the ACH and positive pay files to PNC. This will include ACH files run by Payroll, AP, and Human Resources, as well as positive pay files created by Payroll and AP.	Continuous Service Development	Small	TBD	06/2018	TBD	Pending	Green - On Target, No Risk	Finance-Office of VP-CFO
107	2689	B	1-Student System Upgrade	Cashier Office Receipts - Re-develop custom format post-CS9.2 Upgrade	The purpose for this project will be to create customized versions of the LOCUS Cashier Receipts (Student, Department, Corporate). The Cashier Receipt print function was re-delivered by Oracle in Campus Solutions as BI Publisher Reports. In CS 9.0, they were customized versions of Forms Generator reports. At this time, the Cashier Office (within the Office of the Bursar) is using the baseline, delivered versions of the Cashier Receipts, but have requested to have the customized versions from CS 9.0 restored. This will require customization (or clone/custom) of three	The Cashier Receipt print function was re-delivered by Oracle in Campus Solutions as BI Publisher Reports. In CS 9.0, they were customized versions of Forms Generator reports. This project will address gaps in Cashier Receipt printing initiated the upgrade to CS 9.2.	Continuous Service Development	Small	Q1	05/2018	09/2018	In Progress	Green - On Target, No Risk	Office of The Bursar
108	2680	B	2-Credit Card Processing	Campus Card: Symphony EMV Card Readers	Campus Card POS implementation for food service and other sales was implemented in December, 2017 (Micros Symphony upgraded from Micros 9700) - See PSS 2558. This project will implement EMV Card Readers to allow move to chip-and-pin credit card transactions. This implementation was delayed from above project due to availability of readers and resources.	Upgrade is required to stay within support and to stay ahead of the PCI PA-DSS requirements and to provide more secure credit card transactions to University community.	Continuous Service Development	Medium	Q1	12/2017	07/2018	In Progress	Green - On Target, No Risk	Campus Card Office
109	2606	B	2-Credit Card Processing	iParc EMV Reader Install	Install EMV on iParc Equipment All of the devices that read credit cards on the iParc system will have a reader that can use EMV (Chip and PIN).	Install new readers on exit lanes/kiosks to reduce risk for credit card transactions and keep current with "chip and pin" technology.	Infrastructure	Medium	Q1	11/2017	09/2018	On Hold	Green - On Target, No Risk	Campus Transportation
110	2446	B	3-LOCUS Enhancements	FA CommGen Proof of Concept	A Proof of Concept (POC) to replace current LetterGen-type processes with CommGen. FA/ESRR has suggested three possible projects: - FA26 - STAFFORD ENTRANCE INTERVIEW AND PROM NOTE TRACKING - Missing Information Letters - Graduate Award Letter ITS will collaborate with FA to choose which request will be the first POC. Evaluation of next steps will be done after completion of POC.	Financial Aid (OSFA) communicates frequently with admitted students and continuing students in all of their annual cyclical processes. OSFA would like to explore using delivered components (known as CommGen) to facilitate this commmunication rather than custom (SQR) methods used since the start of LOCUS. This project would explore pros/cons for the delivered method (CommGen) in one or more FA communication events.	Administrative Initiatives	Medium	TBD	08/2016	TBD	In Progress	Green - On Target, No Risk	ENROLLMENT SYS RES & REPORTING

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111	2663	B	3-LOCUS Enhancements	LOCUS Student Groups with Secure Access	Provide the ability to designate student groups with controlled access. Currently, student groups are accessible by all LOCUS users who have access to the Student Group page ¿ due to a custom process created by ITS and run nightly. A controlled access student group list (managed by Registration & Records) could be used to designate student groups which are granted access manually by LOCUS security based on authority from Reg & Recs. Note: Student Group security was added to functionality several years ago. At that time, Loyola was not prepared to administer student group row level security. This modification will limit which student groups (out of 600+ student groups) need controlled	Selected student groups with controlled access will make this functionality more useful within LOCUS. For example, SSWD could use student groups to flag students who have registered with their office.	Administrative Initiatives	Small	Q1	03/2018	07/2018	In Progress	Green - On Target, No Risk	Academic Advising and Services
112	1952	B	3-LOCUS Enhancements	Registration Hold Outreach	To assist the university in outreaching to students with registration holds on their accounts, we are interested in developing a way to automate tailored communications to students to inform them about their hold, and the steps that they would need to take to address this hold. (Note - no Requestor Priority specified)	Automate communications with students who have Registration Holds. This request is specifying a centralized method to manage communications with students for holds. Currently, some departments manage outreach communications with students for the Holds which they have placed.	Administrative Initiatives	Medium	TBD	06/2013	TBD	New	Green - On Target, No Risk	Office of First Year Experience
113	2185	B	3-LOCUS Enhancements	SSN/ITIN tracking and communications	SSN/ITIN tracking and communications - Use LOCUS to track, communicate and allow students who have incomplete or missing SSN/ITIN to update their information in a secure environment.	Loyola is required by law to attempt to collect SSN/ITIN information for all 1098T student recipients who are not non-resident aliens. This includes most students. To avoid being subject to fines for failure to report correct TINs on Form 1098-T, institutions must solicit any missing TINs: " at least once a year " in writing " with a clear notice that the individual is required by law to provide the TIN so that it may be	Administrative Initiatives	Medium	TBD	01/2015	TBD	New	Green - On Target, No Risk	Office of The Bursar
114	2405	B	3-LOCUS Enhancements	Advisor Security - automate LOCUS access	Enabling accurate security for Advisors in LOCUS is predominantly manual. Once an advisor is added/updated on the Instructor/Advisor table to reflect their responsibilities as an advisor, a series of manual steps need to be performed to enable comprehensive LOCUS access. Those steps include adding a new role and enabling various row level security settings. The purpose for this project will be to automate the assignment of LOCUS security access for advisors.	The purpose for this project will be to automate the assignment of LOCUS security access for Advisors.	Academic & Faculty Support	Small	TBD	04/2016	TBD	New	Lime - On Target, Minimal Risk, Minor Concerns, Under Control	Registration & Records
115	2473	B	3-LOCUS Enhancements	School of Social Work - student internships	SSW would like to set up some sort of webform that will allow us to manage and monitor student activities in field. It would be similar to what currently exists for experiential learning in LOCUS but we would like to do this for our student internships. Currently, we have anywhere from 300 to 400 students in field in any given semester. We want to be able to track the agencies we are using, when students begin and end field, etc. Currently, we are using an excel program to do this but it is cumbersome and cannot be easily updated	Current process of managing information about student field placements is cumbersome and time-consuming. A centralized system accessible to students and administrative staff would reduce the time spent on managing this Excel-based data repository and increase the effectiveness of this data collection.	Academic & Faculty Support	Medium	TBD	09/2016	TBD	New	Green - On Target, No Risk	School of Social Work
116	1337	B	3-LOCUS Enhancements	FA03 - Select/Deselect of Packaging	Financial Aid GAP solution FA03 was originally created to support Loyola's 2-step award letter (first estimate, then final) process by flipping flags at the appropriate times. It has since evolved into a "traffic cop" or "gatekeeper" which determines the correct current status for student processing, based on meeting defined conditions.	A custom batch program is used to select/deselect students for Financial Aid packaging. The current program has multiple complex criteria which have become difficult to know why particular students are selected/de-selected. Current request is to streamline the process and implement new criteria.	Administrative Initiatives	Medium	TBD	09/2010	TBD	On Hold	Green - On Target, No Risk	Financial Assistance
117	1533	B	3-LOCUS Enhancements	FA Batch Process ScoreCard	FA Batch Process ScoreCard. OSFA needs a quick & easy way to find out why a student was not packaged - this is usually because a custom process found an error or exception condition. The plan is to imbed code in various customizations that write to a table during logical "forks" in processing. The integrated results can then be queried or viewed online.	A significant milestone in the Financial Aid process is the offer of a package of aid to the students. As students and parents submit new or revised information, the package may or may not change. An important customer service component requires quick and easy access by OSFA staff to know where the student is at in the process. This customization will offer significant improvements in accessing the status of the students financial aid packaging process.	Continuous Service Development	Medium	TBD	TBD	TBD	On Hold	Green - On Target, No Risk	Financial Assistance
118	1951	B	3-LOCUS Enhancements	SSOM automate new academic year	Update of term activation levels and session for SSOM students.	The Office of Registration and Records annually runs a batch process to add term activations (fall and spring) for the Stritch School of Medicine. Once in LOCUS, manual intervention is required to update the program level and term session field as graded coursework is not maintained in the LOCUS system. This request automates this manual intervention.	Administrative Initiatives	Small	TBD	06/2013	TBD	On Hold	Green - On Target, No Risk	Registration & Records
119	2180	B	3-LOCUS Enhancements	LOA Students on My Advisees	LOA Students currently are not displayed in the Advisor Center, until they return from LOA. IPS is requesting a change to this logic, in order to facilitate communications and follow-up with these students. They are further requesting a visual cue that will help the advisor know the student is on LOA. Other schools also use LOA designation and the Advisor Center including GSWK, GNRS, and GA&S. ITS will attempt to survey other schools to assure no negative consequences of including these students on the Advisor Center	Schools, especially graduate programs, are increasingly using LOCUS to track students on a LOA from degree pursuit. Currently, students on Leave are not displayed on the Advisor Center. Institute of Pastoral Studies has requested that LOA students continue to display on the Advisor Center with an easy to use designation. It is presumed this will be useful to all schools. ITS will verify this assumption.	Administrative Initiatives	Small	TBD	10/2014	TBD	On Hold	Green - On Target, No Risk	Institute of Pastoral Studies

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120	2243	B	3-LOCUS Enhancements	Transfer Credit Articulation rules - automation	Transfer Credit in LOCUS uses Articulation rules stored in multiple tables - Transfer Subject Area, Course Transfer Rules, and Program/Source Equivalency. Each of these tables must use the same effective date, so updates require multiple updates. Requesting a batch process which will automate the entry of new effective-dated rows. Also, requesting tools to allow updates for new academic programs.	Students have submitted transfer credit from more than 1600 colleges and universities which have been articulated to Loyola courses. Maintenance of articulation rules and extending them to new academic programs is a challenge - since the data is stored across multiple tables and rows. Some batch automation tools would assist the data entry effort and assure accurate input.	Continuous Service Development	Medium	TBD	03/2015	TBD	On Hold	Green - On Target, No Risk	Registration & Records
121	2325	B	3-LOCUS Enhancements	Enhance My Advisees page in LOCUS	Enhance My Advisees page in LOCUS - additional fields have been requested by GNRS; ideally, page should be configurable by user; include LOA students (if desired) - see PSS 2180.	My Advisees page has become more important as Advisor Assignments have become more stable and useful in LOCUS. Some schools, especially GNRS, have expressed a desire to include more information on this page.	Academic & Faculty Support	Medium	TBD	10/2015	TBD	On Hold	Green - On Target, No Risk	Nursing: Graduate Programs
122	1224	B	3-LOCUS Enhancements	FA/payment reversal detail accessible via student self-service	Whenever financial aid or payment reversal is added or removed from a student's account it should be displayed on the account summary This is a constant source of frustration for students and staff when attempting to determine the transactions on an account. Currently a student can not view when an award has been altered. For example if it is determined a grant should be reduced from $2,000 to $1,000 only the new amount $1,000 is reflected and a balance of $1,000 is created. The only way for the student to find out what happened is by calling the Financial Aid or Bursar Office. The staff view the account summary drill down on Account Details, then Item Details and hopefully find the correct term or terms. A classic example of this issue is Joyce Hwang 00001003832 who had her Fall 2007 Stafford Loan adjusted on 12/29/2010. Hunting down charges from two years ago is time consuming and frustrating for all involved. The adjustments are necessary but need to be clearly reflected to the student.	Self-service Account Summary for students provides an easy to understand account snapshot of current student account - payments, financial aid, and charges. However, the ability to see additional details has been shielded from student. Ideally, easy to understand transaction details - accessible from the summary account - would eliminate questions and confusion on the part of the student.	Student Technology Support	Medium	TBD	07/2011	TBD	Pending	Green - On Target, No Risk	Office of The Bursar
123	1276	B	3-LOCUS Enhancements	Contact log in LOCUS for Bursar staff	We would like a means to document, track and route contacts with students to help facilitate customer service and improve efficiencies. Student account advisors in particular could use this as a means to route phone calls, e-mails and other correspondences to appropriate referrals. This would enable to them to verify if a proper follow-up was made and the student's question addressed.	Contact Log is a Loyola customization of LOCUS for Financial Aid. Other University departments are interested in adapting this type of customization. Appropriate sharing of contact logs between departments is a major design consideration.	Administrative Initiatives	Medium	TBD	11/2011	TBD	Pending	Lime - On Target, Minimal Risk, Minor Concerns, Under Control	Office of The Bursar
124	1852	B	3-LOCUS Enhancements	Recent Activity Since Previous Statement	Add a RECENT ACTIVITY SINCE PREVIOUS STATEMENT Tab/or Link/ or Page on the Student e-Bill History page that shows all activity/transactions that have happened since the last bill was generated. This must include any Financial Aid reversals, Payment Reversals and Charge Reversals. Also, add a link on the Make A Payment page, Step 1. Specify Payment Amount that can bring the student directly to this new RECENT ACTIVITY tab/page and back again.	Students, parents and other interested third parties need a clear concise means to tie their last Billed amount to their Current balance. The eBill is repeatedly described as a snap shot in time "just like a credit card statement" in our literature, web-pages and Orientation presentations. We have not yet delivered on that full promise by providing students and parents with a means to review changes made to their balance since the last bill was generated.	Continuous Service Development	Medium	TBD	01/2013	TBD	Pending	Green - On Target, No Risk	Office of The Bursar
125	1902	B	3-LOCUS Enhancements	Improve Early Alert information for Advisors and Faculty	Currently, Academic Advisors enter Early Alert notifications into LOCUS Comments (as an AANOTE). Faculty members also wish to add notes regarding the students Early Alert status, which usually requires manual entry by Advisors from emails. Requesting a system which would automate this process, using AANOTE or some other accessible data store within LOCUS. Ideally, the Instructor should also have access to read and comment on student performance. (Note: This is ITS interpretation of the Customer Service Request.)	The Early Alert process for Undergraduates has captured about 2500-3000 mid-term grades of C- or lower before the ninth week of each regular semester. These grades are submitted by participating faculty and the student is automatically notified of their lower performance. Academic Advising would like have easy access to the students' early alerts in order to follow-up as appropriate with the student and instructor. The ultimate goal is improved student performance.	Academic & Faculty Support	Medium	TBD	08/2013	TBD	Pending	Green - On Target, No Risk	Sullivan Center for Student Services
126	2336	B	3-LOCUS Enhancements	LOCUS SS Page With Financial Activity Factoring Into Student's 1098-T	Create a new page in Locus that is available in self- service and to staff that publishes all activity for a given calendar year that should necessarily coincide with the details in a 1098T. Essentially, to reproduce an itemized statement for a given calendar year that can assist in understanding what financial transactions could end up on a 1098T form	By far the most inquiries from students/parents and tax payers regarding 1098T data is a request for an itemized statement to better explain the student transactions for a given calendar year	Continuous Service Development	Medium	TBD	01/2016	TBD	Pending	Green - On Target, No Risk	Office of The Bursar
127	2472	B	3-LOCUS Enhancements	Nursing (HSM and Exercise Science) internship data	Undergraduate Nursing (HSM and Exercise Science programs) would like to store data in internships for their students - including placement site data, communications, comments, and affiliation agreements. Appropriate operational and ad hoc reporting is also requested. This process would replace a series of spreadsheets currently used to manage required placements for these two programs.	Partnerships for academic internships are integral to these programs' success and future growth. The current system of Excel spreadsheets is unwieldy with current volume. This results in missed opportunities for students from semester to semester. The goal is to increase partnerships and student placements while improving the educational experience for these students. It will also aid staff to be more efficient in data entry/reporting, thus streamlining processes involved with internship placement	Academic & Faculty Support	Medium	TBD	09/2016	TBD	Pending	Green - On Target, No Risk	Nursing:Niehoff School of
128	2638	B	4-Construction Projects	Decommisioning of 6513 Cores at LSC	Decommissioning of two 6513 Cores at LSC. All connections are moving from the 6513 to the 6807 cores.	Retirement of Cisco 6513 equipment. The network connectivity is being migrated from the 6513 to 6807 equipment, increasing the network capabilities.	Infrastructure	Medium	Q1	10/2017	08/2018	In Progress	Green - On Target, No Risk	Information Services
129	2035	B	5-Security Projects	NAP Process Improvement	The current NAP system is cumbersome and requires an excessive amount of staff time for the verification of valid NAP requests and for the semi-annual expiration/renewal process. The addition of automated controls and a workflow system for electronic verification would reduce staff time and effort	Improve/streamline the NAP system.	Continuous Service Development	Small	Q4	01/2014	06/2019	In Progress	Green - On Target, No Risk	Information Services
130	2651	B	5-Security Projects	Edge Firewall Rule Conversion	The university is now running Next Generation Firewalls at the edge. This new technology allows for application based rulesets over port based rule sets. This project will need to be done over the course of 1 year and will need to take deliberate steps to ensure that there is no interruption in Internet connectivity.	Changing to application based rule sets will reduce risk by blocking by application signature as opposed to well known ports which can be bypassed.	Infrastructure	XLarge	Q2	02/2018	12/2018	In Progress	Green - On Target, No Risk	Information Services

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131	2037	B	5-Security Projects	PII Scanning for MAC	Implementation of the existing Personally Identifiable Information on Apple-based computers managed by the University per the Universitys PII Policies. This includes the deployment of technologies to scan, identify and remediate PII found on both desktop and laptop based Apple computers running OsX	Continued reduction of the overall risk to the university regarding the exposure of personally identifiable information (PII).	Administrative Initiatives	Medium	Q2	04/2017	11/2018	In Progress	Green - On Target, No Risk	Information Services
132	2036	B	5-Security Projects	Data Loss/Leakage Protection	Deploy a solution, either host-based or network-based to prevent the transfer of PII from internal university systems to insecure (cloud) systems.	Protect the university from the inadvertent or intentional release of Personally identifiable information (PII).	Administrative Initiatives	XLarge	Q1	02/2017	08/2018	In Progress	Green - On Target, No Risk	Information Services
133	2563	B	5-Security Projects	2 Factor Authentication Feasibility Study	Convene a TAC to explore the possibility of enforcing 2 factor authentication in front of critical applications to prevent the possibility of system intrusion because of stolen credentials.	With the increase in Phishing and the potential for data loss or theft, by adding 2 factor authentication to critical servers it protects the university by eliminating the risk of phished credentials being used for spam propagation.	Administrative Initiatives	Medium	TBD	07/2017	TBD	New	Green - On Target, No Risk	Information Services
134	2590	B	8-Advancement	Gift Agreement Workflow	- Create a central repository for multiple (40+) gift agreement templates with fillable fields to customize each individual agreement. Will need to capture template creation date, author, track changes made, and the date the template was approved by General Counsel and Finance. - Create workflow for the creation and approval of template agreements. - Create workflow(s) for individual gift agreement approval process. Agreements will need to follow different workflows depending upon the type of agreement. - Generate reports on gift agreements in process with the ability to	Create a central repository for multiple (40+) gift agreement templates with fillable fields to customize each individual agreement. Will need to capture template creation date, author, track changes made, and the date the template was approved by General Counsel and Finance.	Administrative Initiatives	Medium	Q1	10/2017	09/2018	Pending	Green - On Target, No Risk	Administration HSD
135	2508	B	9-Student Experience/Portal Improvements	Upgrade Oracle Enterprise Manager and Server	Upgrade Oracle Enterprise Manager software and replace Olive Server and its operating system with Linux.	Upgrade supported Oracle versions and server OS's and move off of IBM AIX to Linux OS.	Administrative Initiatives	Medium	Q1	11/2016	07/2018	In Progress	Green - On Target, No Risk	Information Services
136	2572	B	9-Student Experience/Portal Improvements	AIMSWeb - Upgrade to 8.1.82.15f for Remediate Pen Test Results	Upgrading AIMSWeb to remediate 2016 AIMS Web vulnerabilities. Move AIMSWeb to app server host. Remove old software from Webgenls01.	Aims Web is used by students/staff to apply for parking and for parking clients to pay for ticketed parking violations. This update will keep the technology current and mitigate known vulnerabilities.	Student Technology Support	Medium	Q1	05/2017	07/2018	In Progress	Green - On Target, No Risk	Campus Transportation
137	2697	B	9-Student Experience/Portal Improvements	Student Technology Roadmap	Update the twelve (12) LOCUS videos that are part of the Student Technology Roadmap. *Additional information Pending*	Updating the videos will provide consistency in the Loyola branding, improve video quality and reflect the current look and feel of LOCUS.	Student Technology Support	Medium	Q1	06/2018	08/2018	New	Green - On Target, No Risk	Information Services
138	2695	C		Digital Media Services: Online Agreement Form	Digital Media Services is seeking support from ITS to determine a solution that will allow active students, staff, and faculty to sign loan contracts upon checking out equipment that is more environmentally sustainable, more efficient and in a more secure manner.	A more environmentally sustainable and more secure way for active students, staff and faculty to sign loan contracts upon checking out equipment is needed to reduce cost, waste, risks of client pickups on behalf of others, or fraudulent use of other individual's Loyola ID. Providing an application that will allow client to submit agreement form electronically will not only be more environmentally sustainable and secure, it will also make the loan process more efficient in indexing and interfacing the contracts into DocFinity.	Continuous Service Development	Small	TBD	05/2018	TBD	In Progress	Green - On Target, No Risk	Information Services
139	1541	C		iPlan - Improve creation of manual plans	Current process for creating a manual Payment Plan is cumbersome. Requesting modifications to allow more straightforward methods for Payment Plan Administrators to create a manual plan for students, avoiding communications with students which are not accurate or are confusing	Current process for creating a manual Payment Plan is cumbersome. Requesting modifications to allow more straightforward methods for Payment Plan Administrators to create a manual plan for students, avoiding communications with students which are not accurate or are confusing	Continuous Service Development	Medium	TBD	05/2011	TBD	New	Green - On Target, No Risk	Office of The Bursar
140	2187	C		Self Service Employee Payroll Deductions For Donations to LUC	Advancement leadership has requested that the processing of employee payroll deductions for donations have more automation to it and provide the ability for a self-service to employees to sign up for a payroll deduction donation, review what their current deduction is and to modify or stop their deduction. Project deliverables: 1.Database that will collect the input data and authenticates the employee. 2.Feed from this database to Lawson to automatically upload the deductions into Lawson. 3.Inquiry view into the database to see what the current deduction is. 4.Ability for an employee to stop or change a current deduction. 5.Notification to Advancement of employee termination when deduction has been established. 6.File generated to Advancement of new deductions and	Automating the process of submitting and processing employee requests for payroll deductions will ensure deductions will start as soon as possible.	Administrative Initiatives	Small	TBD	12/2014	TBD	New	Green - On Target, No Risk	Development
141	994	C		Website for Midwest Modern Language Association	The Midwest Modern Language Association (M/MLA) at Loyola University Chicago has over 1,000 members, conducts an annual conference, publishes a bi-annual journal and provides a fellowship to PhD students. The M/MLA currently uses a Microsoft Access database to store its membership and conference registration information and excel spreadsheets to store information about its article submissions and fellowship recipients. The M/MLA is requesting that a new web-based application be created to track and produce reports about its membership, conference registrations, article submissions and fellowship recipients. This new web-based application would include a front-end for data entry, an Oracle database schema that would provide a repository for the data, and the use of WebFocus to generate reports.	Provide a robust web-based application for the Midwest Modern Language Association to use for storing membership and conference registration information. This would streamline their business processes and ease of use for users to submit data.	Continuous Service Development	Medium	TBD	07/2009	TBD	On Hold	Green - On Target, No Risk	Modern Languages

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142	1291	C		Add Residential data to the PNC Registration Interface	Add residence hall information for students that reside on campus to the registration information that is passed to the Wellness Center's Point and Click system. This is required reporting for the Mental Health First Aid study that they are participating in. They would also like to use this for ongoing needs assessment and program evaluation.	Enhance interface from LOCUS to Wellness Center EMR system to include current Residence Hall information.	Administrative Initiatives	Small	TBD	03/2011	TBD	Pending	Lime - On Target, Minimal Risk, Minor Concerns, Under Control	Wellness Center
143	1292	C		Include Students' ID photographs in import to PNC	The Wellness Center's Point and Click system is populated from an import of registration data. If technically feasible, they are requesting that students' ID photographs also be included in this data. This would provide the ability to connect a name with a face and will improve work flow and customer service.	While Wellness Center staff does have access to LOCUS photos, ideal access to student photos would be within the Wellness Center's Electronic Medical Record application (Point N Click aka PNC).	Administrative Initiatives	Small	TBD	11/2010	TBD	Pending	Lime - On Target, Minimal Risk, Minor Concerns, Under Control	Wellness Center
144	1456	C		Student Development - Student Worker Application	Create an online application that processes apps for student worker positions. Derived from same request as PSS-1315.	Provide online functionality for paper-based student worker application. This would allow for paperless processing and streamlining of the student worker application process.	Student Technology Support	Medium	TBD	01/2011	TBD	Pending	Green - On Target, No Risk	Student Development - Office of VP
145	2249	C	11-Enterprise Content Management	ECM - BES Professional Development	This project will be completed for the Business & Enterprise Services (BES) division of ITS. The primary focus will be to implement a solution that will help automate the process through which BES employees submit proposals and requests for training and other professional development activities. Requested improvements to their existing process include the use of eForms and workflow capability for review/approvals, versioning and a means to capture comments, and a central repository for current submissions.	Proposals and requests for professional development are currently submitted by BES staff as email messages to their managers and necessary approvals are communicated through meetings. Limited information about proposals and requests for training are currently entered in a central spreadsheet. Under the current process, there is no ability to ensure that all required supplemental documentation has been included or that necessary approvals have been obtained. DocFinity will streamline the submissions process by improving the search-ability, quality and completeness of the information being submitted through the use of eForms and by providing a workflow for the collaboration and review/approval process.	Administrative Initiatives	Medium	Q1	02/2015	07/2018	In Progress	Green - On Target, No Risk	Information Services
146	2381	C	11-Enterprise Content Management	School of Law ECM Implementation	Target start May 2016. Small number of doc types. Set them up with retrieval access to Reg&Rec doc types first. We will have to see when they would like an implementation of new doc types.	The team has identified several ways which DocFinity will improve the School of Law's ability to complete projects more efficiently: - Documents will be easily searchable and retrievable by School of Law Department users, thus reducing the amount of time spent locating and distributing documents. - All pertinent information for a research project will be stored in a single location, this will help to streamline the document retrieval process and allow more efficient sharing of information among School of Law Department employees. - The School of Law Department has limited administrative resources and no student workers, streamlining their scanning and indexing will reduce the backlog of paperwork that is accumulating in their office.	Continuous Service Development	Small	TBD	05/2016	TBD	New	Green - On Target, No Risk	School of Law:Reg & Records
147	1759	C	16-LUHS/LUC/HSD Technology Program	Evaluation of single badging for HSD/LUC	Evaluation of an individual having a single badge issued from either card office (Maywood or LUC) and have it work on either campus.	This is for an evaluation to assess the possibility and benefits of being able to share badge information between Maywood and LSC to enable an individual to carry one badge.	Administrative Initiatives	Small	TBD	09/2012	TBD	On Hold	Green - On Target, No Risk	Provost HSD
148	1316	C	3-LOCUS Enhancements	LOCUS - SF customization - Item Type Summary by Term	Item Type Summary by Term - The debits and credits for the same Item type for each term make this screen had to read when one is only interested in a Summary the term's activity. We modified the Account Summary page to show the SF_ACCT_TERM view to make things clearer to students, but occasionally it is useful to see term specific Charges and Financial Aid in a Summary Form by Item Type using the ITEM_TERM.	Students and parents have access to a modified Account Summary page to show a convenient easy-to-read summary of charges, financial aid and payment. This new development would provide greater detail to students and parents while maintaining the easy-to-read standard.	Student Technology Support	Medium	TBD	06/2010	TBD	New	Green - On Target, No Risk	Office of The Bursar
149	2478	C	3-LOCUS Enhancements	Additonal enhancements to immunization processing	Two remaining requested enhancements to the customized LOCUS immunization processing. 1)Interface immunizations entered in Point and Click to LOCUS; 2)Notifications to students when they fall out of compliance. (e.g Last T/D dose becomes > 10 years ago)	Students are requested to enter immunization dates in LOCUS beginning in 2014. Some additional features are still desired, but lower priority. These include having immunizations flow directly from Point n Click to LOCUS, if provided by the Wellness Center. Also, sending notifications to active students via email when they fall out of compliance (e.g. - Tetanus shot > 10 years) is desirable.	Administrative Initiatives	Medium	TBD	05/2017	TBD	New	Green - On Target, No Risk	Wellness Center
150	1308	C	3-LOCUS Enhancements	Interim Grade/Comment Function in LOCUS	Provide a template for faculty to enter anticipated grades or make comments on student performance in a way that is efficient for the faculty member and that provides contact and follow-up with/for the student.	Provide a template for faculty to enter anticipated grades or make comments on student performance in a way that is efficient for the faculty member and that provides contact and follow-up with/for the student. This capability will be available to faculty throughout the entire term.	Continuous Service Development	Large	TBD	TBD	TBD	On Hold	Green - On Target, No Risk	Registration & Records
151	1954	C	3-LOCUS Enhancements	Create an XML output from LOCUS of offered courses	Create an automated way to deliver data on courses in XML format. The resulting file will be used as direct input to appropriate web pages created by University Marketing. Evaluation of possible delivery - Oracle delivered service, HighPoint delivered services, or Loyola-coded services.	This web service will provide a single source of truth for the public display of courses on college and school pages. Currently individual content coordinators are responsible for keeping their listing of courses up to date. This process allows for out of date content in many different formats. As the source of truth for this information resides in LOCUS, it would make sense for this content to be pulled from there.	Academic & Faculty Support	Medium	TBD	06/2013	TBD	On Hold	Green - On Target, No Risk	University Marketing and Communication
152	1957	C	3-LOCUS Enhancements	Investigate Locus to Outlook interface for schedules	This project is to capture the work to investigate the possibility of creating an interface from Locus to Outlook such that student and faculty could easily import their schedules from Locus into Outlook.	Outlook integrates well with phones and other mobile devices. It will be a benefit for students to easily import their schedules from Locus into Outlook. If a student has chosen to link their phone with Outlook then they will have their class schedule readily available at their fingertips.	Continuous Service Development	Medium	TBD	05/2013	TBD	On Hold	Green - On Target, No Risk	Information Services
153	1385	C	3-LOCUS Enhancements	Drop to Zero Hours	Design and implement an automatic process that will detect a 'WITHDRAWAL' of all classes for students against many and varied scenario's. This process should also provide an alerting mechanism to provide all interested parties with notification of students who have dropped to zero hours worth of enrollment.	Notification to various administrative offices for students who drop classes will improve services to students.	Student Technology Support	Small	Q2	08/2010	12/2020	On Hold	Green - On Target, No Risk	Registration & Records

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154	1816	C	3-LOCUS Enhancements	Class Enrollment Totals - Out-of-Synch	Class Table in Campus Solutions contains a Total Enrollment (ENRL_TOT) field to capture current enrollment. Occasionally, a discrepancy between this field and detail enrollments (STDNT_ENRL) is found. Another school (UMass) has shared their code for finding and updating out-of-synch class sections. This project will make this code production ready for Loyola. In addition, adding audit records on key tables (CLASS_TBL, CLASS_INSTR, etc) would provide useful tools to debug out-of-synch conditions. The technical work to create these audit records	Class Table - Enrollment Total - is occasionally out-of-balance with actual enrollments. Tracking the cause of this out-of-balance has been a long-standing issue with Oracle. Workaround batch SQR will update on a daily basis, if necessary. This impacts a very small percentage of classes.	Continuous Service Development	Medium	Q2	08/2012	12/2018	On Hold	Green - On Target, No Risk	Information Services
155	2061	C	3-LOCUS Enhancements	LOCUS Profile process for Students	LOCUS Profile process for Students re-processes all continuing students once per term. This update does not cause any problem for most students, but uses resources unnecessarily to update LOCUS profiles. However, for students who are also staff members with LOCUS access, it causes a loss of some access rights - Process Monitor for batch jobs, special access to SSN/DOB - via the Primary Permissions which are overlaid during the update.	LOCUS profiles for students are an automated process triggered by admission, deposit and term activation. Once per term, student profiles are updated unnecessarily. This overwrites some access rights for those students who are full-time staff members with LOCUS access. The goal of this project is to correct this unnecessary update without impacting the process negatively.	Administrative Initiatives	Small	TBD	02/2014	TBD	Pending	Green - On Target, No Risk	Information Services
156	2330	M		12C Database Upgrade	Oracle 12C Database Upgrade of all University databases. This upgrade will include all University Oracle databases and database servers that are supported by ITS. This Upgrade is required to support the version 10 upgrade of Lawson and the LOCUS PeopleTools upgrade to 8.54 both scheduled for early 2016. This upgrade will allow Loyola 1) access to new database functionality, 2)to remain eligible for the highest levels of product support (As of 04/24/18 there are two application databases (CBORD and ReportCaster)left to upgrade, this upgrade is dependent on vendors. The CBORD upgrade is scheduled for this summer.	This Upgrade is required to support the version 10 upgrade of Lawson and the LOCUS PeopleTools upgrade to 8.54 both scheduled for early 2016. This upgrade will allow Loyola 1)access to new database functionality, 2)to remain eligible for the highest levels of product support from the Oracle and Info vendors. (As of 5/30/17 there are two application databases (RMS and CBORD)left to upgrade, this upgrade is depended on a application upgrade as well.	Administrative Initiatives	XLarge	Q1	09/2015	09/2018	In Progress	Green - On Target, No Risk	Information Services
157	2636	M		GDPR Analysis & Process Implementation	Research new General Data Protection Regulation(GDPR) requirements and how they apply to LUC. Regulation goes into effect on May 25, 2018 in the EU. GDPR requirements apply to any organization doing business in the EU or that processes personal data originating in the EU, be it the data of residents or visitors.	To protect LUC from incurring administrative fines which are allowable under Article 83 of the GDPR for non-compliance with the new regulations.	Administrative Initiatives	Large	Q1	12/2017	12/2018	In Progress	Green - On Target, No Risk	Information Services
158	2640	M		Cuneo Mansion New AT&T Route	Existing AT&T copper and fiber facilities to the mansion must be rerouted to bypass the portion of the property that is being developed.	The existing AT&T copper and fiber route to the mansion transverses the portion of the property that is scheduled to be developed. These facilities must be rerouted to a new path on remaining University property.	Infrastructure	XLarge	Q1	08/2017	08/2018	In Progress	Green - On Target, No Risk	Capital Planning
159	2641	M		LEADS Broadband Service	Need to add a dedicated 10mb internet connection between Loyola and IL State Police that will use existing ICN connection via an ASE Circuit. This connection is needed to provide Campus Safety with access to the LEADs/IWIN Network - a criminal justice database needed to perform record searches.	Good.	Infrastructure	Large	Q1	02/2018	08/2018	In Progress	Green - On Target, No Risk	Campus Safety LSC
160	2397	M		Internal Audit Enterprise Mobility Management Assessment	Respond to Baker Tilly's risk assessment of mobile device management. 16 total findings were identified, 4 of which are critical to remediate. 1. Mobile device strategy 4. Training and awareness 14. Security standard 15. Technical controls An Additional finding also in scope from the Asset Management assessment, is Asset Tracking for mobile devices.	The objective of the Enterprise risk assessment is to identify potential risks across the university and provide recommendations for process and control improvement.	Administrative Initiatives	Medium	Q1	02/2016	08/2018	In Progress	Green - On Target, No Risk	Information Services
161	2607	M		2018 Deloitte Audit of Financial Systems - IT Portion	Annual Audit of financial systems - Infor/Lawson and LOCUS.	Ensure financial systems infrastructure and processes are secure and have minimal risks.	Administrative Initiatives	Medium	Q1	05/2018	07/2018	In Progress	Green - On Target, No Risk	Information Services
162	2694	M		Call Accounting system replacement	Replacement of Call Accounting system. The Call Accounting System is used to cost calls for budget purposes and to report on this usage to the owning departments. The existing software is no longer supported by the manufacturer and can only operate on a Windows 98 PC, which is also not supported.	Not replacing this system would remove the ability to use call-tracking for Campus Safety-related investigations, or provide call detail to departments or accurately bill departments for usage.	Infrastructure	Medium	TBD	04/2018	TBD	New	Green - On Target, No Risk	Information Services
163	2603	M	13-Desktop	Infrastructure: Virtual Desktop Integration (VDI)	The Infrastructure team would like to use GTP to understand the most efficient and effective tools, processes, and procedures to implement VDI for deploying machine imaging at the University. The goal would be to research, RFI/RFP vendors, and implement a solution in 2018 (no later than Dec 2018).	To streamline and modernize the deployment of over 1400 images (during the summer months) and have the most up to date software deployed to public areas (classrooms, labs, and common areas), by implementing a Virtual Desktop Implementation (VDI), LUC will streamline the effort to deploy and validate these updates across all 5 campuses (*LSC, WTC, HSD, Cuneo, LUREC).	Infrastructure	Large	Q2	11/2017	12/2018	In Progress	Green - On Target, No Risk	Its-Office Of The Vp & Cio
164	2654	M	13-Desktop	2018 Classroom/Lab Image Deployment	The project involves Desktop, ITRS, and DMS members to gather required software, prepare the image, and deploy the image to the classrooms, labs, and public access PCs/Macs. The involved members have a pretty good base of information, timelines, and task lists from previous years and will utilize PMO services to drive the project forward in a timely manner.	Each year, the Desktop Team refreshes University Hardware and Software with the most current image available for faculty, staff, and students. The benefit of doing this is to maximize security and provide a uniform high quality experience for end users of those machines. The summer is the ideal time to do this since most of the Faculty and Students are off-campus, hence target completion end of July 2018.	Infrastructure	Large	Q1	02/2018	07/2018	In Progress	Green - On Target, No Risk	Its-Office Of The Vp & Cio

Row Nbr	PSS #	Priority	Program Name	Major Initiative/ Ring Desc	Project Description	Institutional Impact Statement	Strategic Category	T-Shirt Sizing	Est. Compl. (QTR)	Targeted Start Month (MM/YYYY)	Targeted Finish Month (MM/YYYY)	Status	Health	Primary Customer
165	2668	M	17-Security Cameras	Body Worn Camera	LUC Campus Safety needs Body Worn Cameras for all officers that will be on patrol.	High	Infrastructure	Small	Q1	03/2018	08/2018	In Progress	Green - On Target, No Risk	Campus Safety LSC
166	2644	M	18-Maxxess	Maxxess Building Infrastructure Upgrade	The purpose of this project is to upgrade end of life Maxxess access control equipment on LSC and WTC campuses. Equipment that will be upgraded includes controllers, Panels, sensors and card readers.	Must Have	Infrastructure	Large	Q3	02/2018	01/2020	New	Green - On Target, No Risk	Campus Safety LSC
167	2682	M	3-LOCUS Enhancements	FA 2019 Loans/Disbursements Processes	The project will focus on ongoing support for financial aid custom processes that Loyola needs for the local management and awarding of financial aid and scholarship funds - particularly loan management and award disbursement processes.	This project offers ongoing support for financial aid custom processes that Loyola needs for the local management and awarding of financial aid and scholarship fund for 2019 Aid Year.	Continuous Service Development	Medium	Q2	04/2018	11/2018	In Progress	Green - On Target, No Risk	Financial Assistance
168	2632	M	4-Construction Projects	JFRC new REsidence hall	JFRC will be expanding their campus foot print by adding a 4 story addition which will house students. This project will equipment the building with the required technology.	Enabling the necessary technology within this building will provide the students the access to resources as required along with equipping the building with safety measures.	Infrastructure	Large	Q4	11/2017	06/2019	In Progress	Green - On Target, No Risk	Rome Center - General
169	2595	M	4-Construction Projects	Flex Labs	Construction Initiative - The purpose of this project is to create multiple new labs that will be used by the School of Engineering and Computer Science.	Construction Project.	Infrastructure	Medium	Q1	01/2018	08/2018	In Progress	Green - On Target, No Risk	Facilities LSC
170	2629	M	4-Construction Projects	Alfie Center	Construction Initiative - The purpose of this project is to build a new 3 story practice facility for Athletics on the LSC adjacent to the Sean Earl Field. Included in the current design are 2 sports courts, meeting/recruiting room and film room. The Building will be connected to Norville via a skywalk.	Mandated Project.	Infrastructure	Large	TBD	12/2018	TBD	New	Green - On Target, No Risk	Facilities LSC
171	1324	M	4-Construction Projects	Faculty/Staff Lounge - Cud.Sci. Expan.	Provide voice and data technology for a new faculty and staff lounge	Enhance faculty and staff experience while on campus	Infrastructure	Medium	TBD	TBD	TBD	On Hold	Green - On Target, No Risk	Information Services
172	2617	M	5-Security Projects	2018 PII Program for HSD	Continuation of the Personally Identifiable Information program at the HSD location/campus per the Universitys PII Policies. This includes the deployment of technologies to scan, identify and remediate PII found on university devices.	Continued reduction of the overall risk to the university regarding the exposure of personally identifiable information (PII).	Infrastructure	XLarge	Q2	01/2018	12/2018	In Progress	Green - On Target, No Risk	Its-Office Of The Vp & Cio
173	2416	M	5-Security Projects	HIPAA Assessment Remediation	Baker Tilly, operating as the Loyola University Chicago (the University or LUC) Internal Audit (IA) function, performed a Health Insurance Portability and Accountability Act (HIPAA) Information Technology (IT) Security Governance and Compliance Assessment for the University. There were 7 findings from the assessment that need to be remediated, 3 high, 1 medium, 3 low.	As the University continues to evolve its HIPAA Security initiatives, opportunities exist to formalize oversight and governance responsibilities as well as to develop more consistent policy, procedures, and training materials. University personnel have a deep knowledge of general information security practices, and make a concerted effort to remain compliant with policy requirements. Baker Tilly noted, however, that roles and responsibilities for HIPAA compliance (including security and privacy requirements) have not yet been consistently defined nor communicated throughout the University. Similarly, detailed policies and procedures related to HIPAA compliance are not yet in place University-wide.	Continuous Service Development	Medium	Q2	03/2016	10/2018	In Progress	Green - On Target, No Risk	Information Services
174	2616	M	5-Security Projects	PII 2018	PII 2018 Project: Continuation of the existing Personally Identifiable Information program per the Universitys PII Policies. This includes the deployment of technologies to scan, identify and remediation of PII found on university devices. It also includes the identification of data steward roles within university departments to assist with the program activities.	Continued reduction of the overall risk to the university regarding the exposure of personally identifiable information (PII)	Administrative Initiatives	XLarge	Q2	01/2018	12/2018	New	Green - On Target, No Risk	Information Services
175	2618	M	5-Security Projects	Loyola Aware Programming for 2018	Loyola Aware programming for 2018. The program goal is to increase employees security awareness by providing short video snippets that raise awareness on a specific topic. By increasing awareness the program allows everyone to recognize IT Security concerns and respond accordingly. Beginning in October, ITS will release a series of training modules, distributed by University Information Security Office that can be accessed using Sakai. Each module contains a 3-5 minute video and five assessment questions. The idea is to reinforce the video content by asking questions about the content. The training modules contain a variety of topics which include: social engineering, email & messaging, browsing and many others. Project includes roll-out of monthly modules and	By increasing awareness the program allows everyone to recognize IT Security concerns and respond accordingly. ITS will release a series of training modules, distributed by University Information Security Office that can be accesses using Sakai. Each module contains a 3-5 minute video and five assessment questions. The idea is to reinforce the video content by asking questions about the content. The training modules contain a variety of topics which include: social engineering, email & messaging, browsing and many others.	Administrative Initiatives	Medium	Q2	01/2018	12/2018	New	Green - On Target, No Risk	Information Services
176	2028	M	5-Security Projects	PII for Remote Locations	Implementation of the existing Personally Identifiable Information program at the University's Remote locations (Cuneo, Woodstock, Rome, etc.) per the University's PII Policies. This includes the deployment of technologies to scan, identify and remediate PII found on university devices. It also includes the identification of data steward roles within university departments to assist with the program activities.	Continued reduction of the overall risk to the university regarding the exposure of personally identifiable information (PII).	Administrative Initiatives	Medium	Q2	04/2015	10/2018	New	Green - On Target, No Risk	Its-Office Of The Vp & Cio
177	2620	M	5-Security Projects	PCI-DSS Compliance Review 2018	PCI-DSS Compliance Review 2018 The PCI DSS Preparedness Assessment will validate adherence to independent QSA validation testing, to identify any deficiencies that would result in non-compliance, remediation of deficiencies and/or provide recommendations for effective countermeasures. This effort includes a required penetration test.	The PCI DSS Preparedness Assessment will validate adherence to independent QSA validation testing, to identify any deficiencies that would result in non-compliance, remediation of deficiencies and/or provide recommendations for effective countermeasures. This effort includes a require penetration test.	Administrative Initiatives	Large	Q2	04/2018	10/2018	New	Green - On Target, No Risk	Information Services