## ITS Executive Steering Committee (ITESC)

Agenda and Materials – April 22, 2021



# Agenda

**Enterprise Texting** 

• J. Sibenaller, S. Malisch

Major Initiative Next Steps (J. Sibenaller, S. Malisch)

- PeopleGrove Mentoring
- CRM Platform
- Data Integrity/Cleanup
- Information Security

**ITESC Governance Review** 

• S. Malisch

Planning for Future Investments

• S. Malisch



## Enterprise Texting - Research

- Research performed via peer schools, Gartner, Capterra & G2
- Step 1 Constituent Analysis

Text Messaging Solution Analysis		Existing Product					New Product			
				Microsoft	EAB					
April 2020	Blackboard	Locus	Slate	Teams	Navigate	Twilio	Remind	Signalvine	Mongoose	
Constituents Admitted Stude	nts		✓			✓	✓	✓	✓	
Continuing Ugra	ds 🗸	✓		✓	✓	✓	✓	✓	✓	
Continuing Grads & Adu	lts 🗸	✓		<ul> <li>✓</li> </ul>		✓	✓	✓	✓	
Facu	ty 🗸			✓	✓	✓	✓	✓	✓	
St	aff 🗸			✓		✓	✓	✓	✓	
Alumni and Don	ors					✓	✓	✓	✓	
Pare	nts					✓	✓	✓	✓	
Communit	es					✓	✓	<ul> <li>✓</li> </ul>	✓	



# Enterprise Texting - Research

#### Step 2 – Feature Analysis

- One way vs Two Way messaging
- Character Limits per text message
- Integrate with LMS / Slate / PeopleSoft
- Channels Available-Connect with Other Platforms
- Web / Mobile Presence for Admins
- Pre-built Opt-Out Functionality
- Available Analytics
- Time to Implement
- Process for Loading Data
- Staff Involvement
- Contact Management
- Scheduling Text Campaign
- Local / Cloud / In-house built
- Cost

Text Messaging Solution Analysis			Existing Produ	New Product					
April 2020	Blackboard	Locus		Teams	Navigate	Twilio			
Attributes / Features	Already have established process		Alroady ortablishod Wark flaw and havo trainodstaff	Alroady have license to use the				Have capability to autoroply to frequently arked quertions. Can deliver text to large number recipients uithin	Can deliver text 1 large number recipientr uithin
Advantage	to load data		mombors.	product.				haur	hour
Limitations	Only unc u ay mozraging	Can we anly phane numbers procent in Lacw. So can test anly student. Will take time ta understand f curtamize the functionality	Can uro ta onqaqo Liith Parapostivo zitulanta anly. Might havo perfarmanco izruo during toxt ampaiga Liith larqo number af recipionte.	ean have 5000 recipients per graup. Divide recipients inta different range and rent teat merrager multiple timer. Need to Trainstoff members and ersblich uurk flau far variau departments	Cannot Adloverset marsaget allarge number af recipient inshart timis periad. Tatal recipient is limited at 100 far each tue uay marsaging campaign Biqgert limitatian ir the performance uith large amaunt of recipientr. uill take	Nood ta build an ia- Ianura praduct farwing Tuilia API	Targeting tawardar K 12 archandia Parduet Ulhavo reforence ta Districta and Schandr ulhich eannathe changed tu nuivoarity an ulhich departmonta. Neod targetup neoa uark flawyrneoar Meod targetup fal	Nood tarotup nou uark flau pracor far lau pracor far data and tar Cammunity and Staff about uring the praduct \$23,000 far 20,000 Faculty Staff cambined.	Nood tarotup no uark flau pracos far leading data Nood ta train Lag Cammunity and Staff abaut winn the praduct.
Cost	Exirting Product	Exirting Product	Exirting Product Text, Email,	Exirting Product	Existing Product	Unknown Toxt, Email,	\$65,000 far 20,000 studonts	Alumni uill cart extra	\$45,750 for 16,00 Student, Faculty and Staff combin
Channels Available (Connect with Other Platforms)	Toxt	Toxt	lext, Email, Automatic voice call	Toxt	Toxt/Email/Mabilo Purh	roxt, Email, Automatic Voico call	Toxt, Toxt to Email, Voico call	Toxt	Toxt
Web / Mobile Presence for Admins	Wob	Wob	Web / Mabile	Wob	Web / Mabile	Unknown	Web/Mabile	Web#Mabile	Web/Mabile
Integrate with LMS / Slate / PeopleSoft	No	No	No	No	Intogratos with PeopleSoft Yes (All group or no	Nood ta purh Data thraugh API	Sproadshoot and SFTP	Export data through Sproadrhoot, SFTP and API	Export data thro Sproadrhoot, SF and API
Pre-built Opt-Out Functionality	Yos	Needsresearch	Yor	Noodrozoarch	graup)	Unknown	Yor	Yor	Yor
One way vs Two Way messaging	One way messaging	One way merraging	Limited Tun uay Merraging	One way merraging	Limited Tun Way Morraging	Tuo way Mazzaging	Tuo uay Marraging	Tun way Morraging	Tun uay Morrag
Character Limits per text message	Unknown	Unknown	Unknown	Unknown	160 Characters	Unknown	Unknown	1600 Charactors	306 Charactors
			Dolivorod w Undolivorod Two Way Moszaging				Delivered ur Undelivered Two Way Messaging	Dolivorod ur Undolivorod Two Way Moszaging	Dolivorod ur Undolivorod Two Way Mozzag
							Barodan response,	Baredon response,	Baredon recom
Available Analytics	Dolivorod wr Undolivorod	Neederezearch	Barod on rosponso, can dorivo moro analytics	Needsresearch	Dolivorod ur Undolivorod availablo br July	Unknown	can derive mare analyticr	can derive more analyticr	
Available Analytics Time to Implement	Undelivered	Neodrrozoarch Neodrrozoarch	can derive more analyticr In place	Noodrrozoarch Inplaco	Undolivorod availablobyJuly 2020	Minimum 2 month	can dorivo moro analyticr Zwookr	can derive more analyticr 3-4weekr	can dorivo moro analyticr 3-4 wookr
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Time to Implement Process for Loading Data Staff Involvement	Undelivered Inplace through Web Facur Report Need to involve Campur Safety User canzent Text merrager to cantact arrigned to	Neodr rozoarch In placo Nou Procozz	can derive mare analytics In place Laed through spreadsheet Need to involve Enrollment Office Urer cansent Text messages to cantacks argined to	In placo Unknaun Nou Pracozz	Undelivered available by July 2020 Only through PeopleSoft Need to extablish new work flaw process Uter consent Text messages to context varianed to	Minimum 2 manth Cannoctthraugh API Nood ta ortablirh nou uark flau pracoss	can derive more analytics 2 weeks Load through API and Spreadsheet Need to establish new work flaw process Urer cansent Text mess ages to cantacts assigned to	can derive mare analytics 3-4 weeks Laad through API and Spreadtheet Need ta extablish new work flaw pracess User cansent Text messages to cantacks surjaned to	can derive mare analyticz 3 - 4 weeks Laad thraugh AF and Spreadshee Need ta establish new work flaw pracess Urer cansent Te mess ages ta cantacts assignment
Time to Implement Process for Loading Data	Undelivered In place through Web Focur Report Need to involve Campur Safety Urer consent Text mesrage to	Neodr rozoarch In placo	can derive mare analytics In place Laad through spreadtheet Need to involve Enrollment Office Urer consent Text messrager to	In place Unknown	Undolivorod availablo by July 2020 Only thraugh PooploSaft Neod ta ortablirh neu uark flau pracoz Uror canzont Toxt mozzagor ta	Minimum 2 month Cannoct through API Nood ta ortablish nou uark flau	can dorive more analytics 2 wooks Load through API and Spreadshoet Need to actablish new work flow pracess Urer consent Text mess ages to	can dorive more analytics 3 - 4 wooks Load through API and Spreadthoot Need to actablish new work flow process Urer consent Text messrager to	can derive more analytics 3 - 4 weeks Load through AP and Spreadsheel Need to establish new work flow process User cansent Te:

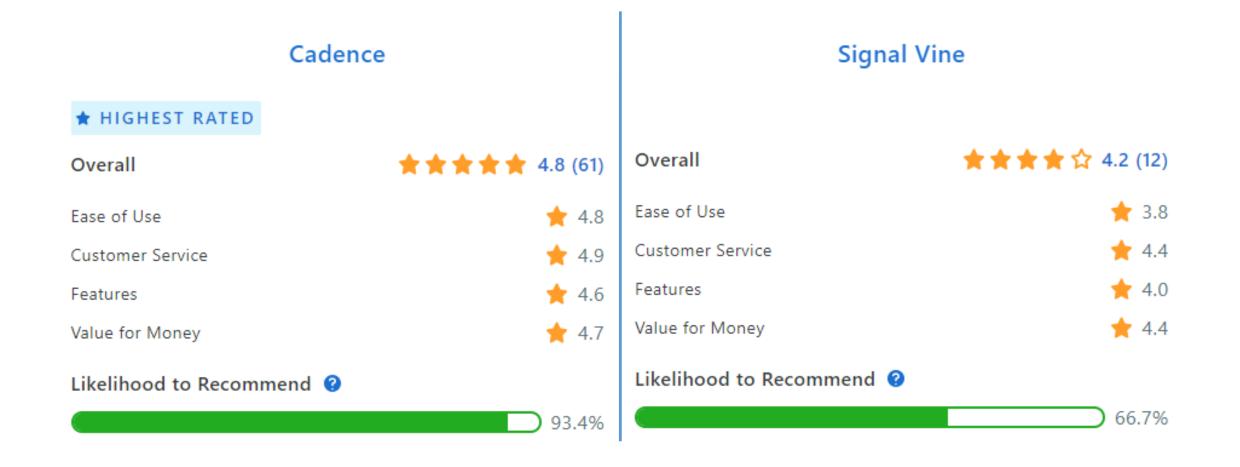


# Enterprise Texting - Finalists

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Text Messaging Solution Analysis	Fina	lists
April 2021	Signal Vine	Cadence-Mongoose
Attributes / Features	Can deliver text to large number recipients within hour	Can deliver text to large number recipients within hour
Attributes / reatures		Superior User Interface
		Dedicated Support/Client Success Person
Advantages		Large Jesuit presence
	Establish a governance model	Establish a governance model
	Need to setup new work flow process for loading data	Need to setup new work flow process for loading data
Prerequisites	Train Loyola Community and Staff about using the product	Train Loyola Community and Staff about using the product
	\$25,000 for 17,000 students, \$14,000 for 17,000 parents,	\$49,600 for Unlimited Use. (3 year pricing)
	\$13,000 for 50,000 alumni, \$13,000 for 50,000 donors,	
	\$8,900 for 5,000 Employee, \$26,500 for Faculty-Student Classroom	\$1,500 SSO cost waived
	texting (3 year pricing) $\sim 6100,000$	~ \$50,000
Costs	\$1,500 install ~ \$100,000	\$1,199 Install <b>~ \$50,000</b>
Character Limits per text message	1600 Characters	306 Characters
Channels Available	Text	Text
Web / Mobile Presence for Admins	Web / Mobile	Web / Mobile
Integrate with LMS / Slate / PeopleSoft	Export data through Spreadsheet, SFTP and API	Export data through Spreadsheet, SFTP and API
Pre-built Opt-Out Functionality	Yes	Yes
One way vs Two Way messaging	Two way Messaging	Two way Messaging
	Delivered vs Undelivered	Delivered vs Undelivered
	Two Way Messaging	Two Way Messaging
Available Analytics	Based on response, can derive more analytics	Based on response, can derive more analytics
Time to Implement	3 -4 weeks, can shorten	3 -4 weeks, can shorten
Process for Loading Data	Load through API and Spreadsheet	Load through API and Spreadsheet
Staff Involvement	Need to establish new work flow process	Need to establish new work flow process
Contact Management	User can sent Text messages to contacts assigned to them	User can sent Text messages to contacts assigned to them
Local / Cloud / In-house built	Cloud	Cloud
Scheduling Text Campaign	Yes	Yes

## Enterprise Texting - Finalists





6 \*from Capterra.com

# Enterprise Texting – Cost Modeling

				3 Year				6 Year
Cadence-Mongoose	Year 1	Year 2	Year 3	Investment	Year 4	Year 5	Year 6	Investment
Enterprise Product/Unlimited Texting	\$49,600	\$49,600	\$49,600		\$51,584	\$51,584	\$51,584	
Installation	\$1,200	\$0	\$0		\$0	\$0	\$0	
Totals	\$50,800	\$49,600	\$49,600	\$150,000	\$51,584	\$51,584	\$51,584	\$304,752
				3 Year				
Signal Vine	Year 1	Year 2	Year 3	Investment				
Students	\$25,000	\$25,000	\$25,000		\$26,000	\$26,000	\$26,000	
Parents	\$7,000	\$14,000	\$21,500		\$22,360	\$22,360	\$22,360	
Alumni	\$13,000	\$15,600	\$18,500		\$19,240	\$19,240	\$19,240	
Donors	\$13,000	\$15,600	\$18,500		\$19,240	\$19,240	\$19,240	
Employees	\$5,000	\$8,900	\$8,900		\$9,256	\$9,256	\$9,256	
Faculty-Student Classroom	\$11,000	\$26,500	\$26,500		\$27,560	\$27,560	\$27,560	
Installation	\$1,500	\$0	\$0		\$0	\$0	\$0	
Totals	\$75 <mark>,</mark> 500	\$105,600	\$118,900	\$300,000	\$123,656	\$123,656	\$123,656	\$670,968
*years 4-6 assumes a 4% increase, 3 year contrac	t							



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# **Enterprise Texting Recommendation - Cadence**

- Key Value Statements for Enterprise Texting
  - **Outreach** New communication channel for Loyola Constituents.
  - **Responsive** Preferred communication method for students, up to 90% reply rate.
  - Enterprise Efficiently increase engagement throughout the student lifecycle.
  - Enrollment Stay connected with most interested students and parents through their preferred medium.
  - **Student Success** Keep students informed, engaged, and on track to achieve their career aspirations.
  - Advancement Maintain personal relationships and increase participation of young alumni. Reach new donor populations.
- Recommendation Cadence from Mongoose
  - Funded by existing ITS Capital and Tech Fee



# Enterprise Texting - Next Steps

- Seeking Approval from ITESC to move forward
- Establish Governance
  - University Product Owner
  - Oversight Committee for Policy & Process
    - Draft Membership
- Implementation
  - Contract/MSA
  - Prioritization of departments/activities
  - Determine systems integration needs
  - Training of departments/teams
  - Live goal of July/August



# Agenda

**Enterprise Texting** 

• J. Sibenaller, S. Malisch

Major Initiative Next Steps (J. Sibenaller, S. Malisch)

- PeopleGrove Mentoring
- CRM Platform
- Data Integrity/Cleanup
- Information Security

**ITESC Governance Review** 

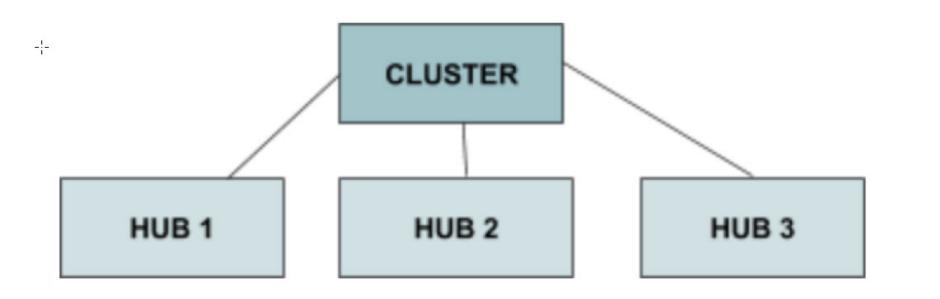
• S. Malisch

**Planning for Future Investments** 

• S. Malisch



## PeopleGrove Configuration: Multi-hubs



An organization may choose to adopt a multi-hub solution for various reasons, but often these occur when **multiple departments or colleges want to join the platform.** In these instances the new hubs have discrete use cases, and want an environment that has some autonomy from the main platform.

For example, the School of Nursing wants a platform so a new hub is built onto the platform already utilized by the Alumni Office. The School of Nursing wants to have their own branding, approvals and modules, so their own hub makes sense. **Cluster Admin** setup includes day to day tasks such as approvals, explore users and emails.

Hub-Admins manage distinct tools and setting specific to their hub including modules such as groups, events, advising, opportunities, discussion.

Multi-hub platforms require **collaboration between all hubs** and also require one team to have ownership of the cluster (site-wide tools).



# PeopleGrove – Recent Activity and Next Steps

- 3/31/2021: Met with PeopleGrove on Loyola configuration
- 4/16/2021: Met with Gartner to better understand landscape and gotchas
- 4/27/2021: Meet with ITS, Student Development, Advancement, Provost Office
- Establish Working Group
  - Cluster Product Owner and Administrator
  - Hub Owners for Policy & Process, Coordination, School Administration
    - Establish Roles and Responsibilities
- Implementation
  - Contract/MSA
  - Prioritization of schools
  - Determine systems integration needs
  - Training of departments/teams
  - Live goal TBD



## CRM – EDUCAUSE Quick Poll Results

 See excerpts from EDUCAUSE QuickPoll Results\_Student Success Technologies – April 2021

Increased investment in CRM platforms signals a change in how higher education is thinking about using this technology. CRMs have not typically been part of the suite of technologies identified as a student success technology, per se, but there may be new opportunities to leverage the capabilities of these systems to develop new tools or reduce redundancies in student success applications.

It takes a village to support student success (technologies). As the importance and scope of student success technologies have increased, the need to cultivate deeper and enduring partnerships with key stakeholders across the institution has intensified. For each of the 12 institutional stakeholders about which we asked, a majority of respondents reported partnering at least sometimes to track and support student success

#### **Common Challenges**

**Meet the new challenges, same as the old challenges.** Four main types of challenges are prominent, all familiar to IT and the domain of student success technologies: technology, data integration, resources, and buy-in/change management.

The technology challenges are related to the deployment of too many student success technologies:

- "We have too many products. Admissions likes one, advising and faculty like a different one, the registrar likes another one, etc.lt's too hard and confusing for faculty, staff, and students."
- "Multiple CRMs are in use. One for admissions and another by advising/student success."
- "We have [multiple] colleges, and getting a single process in place is key to success. We also have some colleges with CRM and others without."

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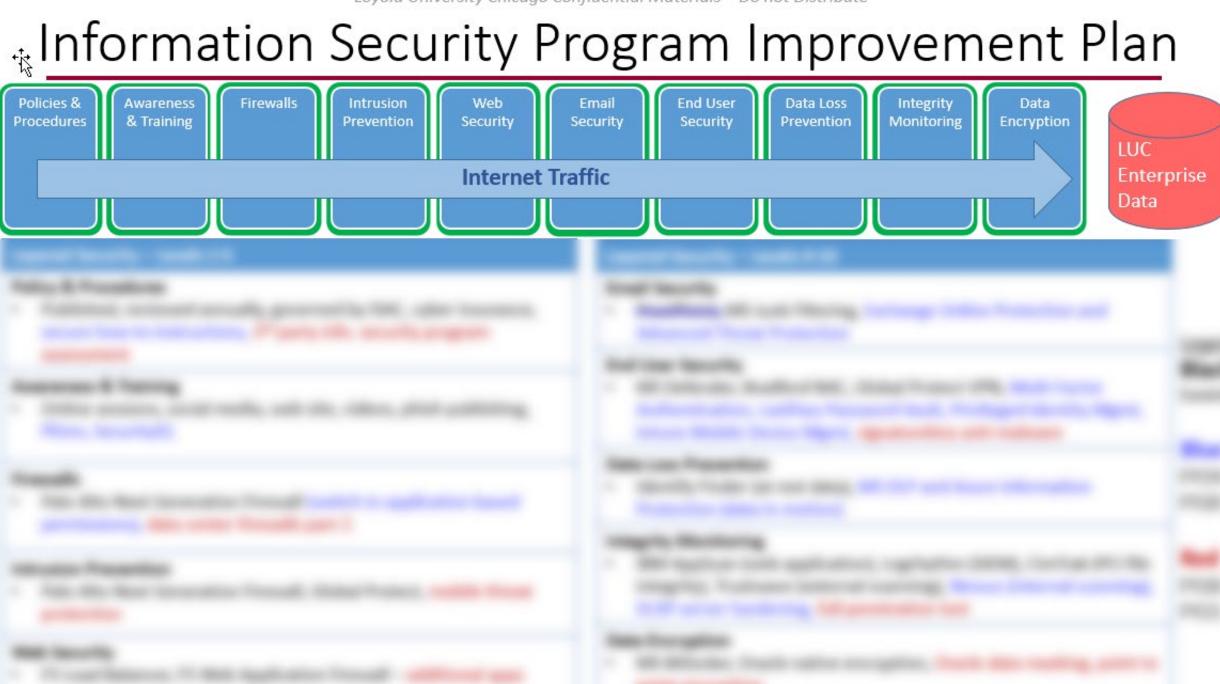
## CRM – Recent Activity and Next Steps

- 4/29/2021: Meet with Advancement for CRM planning
- 5/6/2021: Internal ITS Planning Meeting
- 5/7/2021: Meet with ITS, School of Nursing, Provost Office for schoolbased CRM planning
- Determine best next steps
  - Short-term option vs long-term platform
- Implementation TBD
  - Contract/MSA
  - Prioritization of schools and units
  - Determine systems integration needs
  - Training of departments/teams

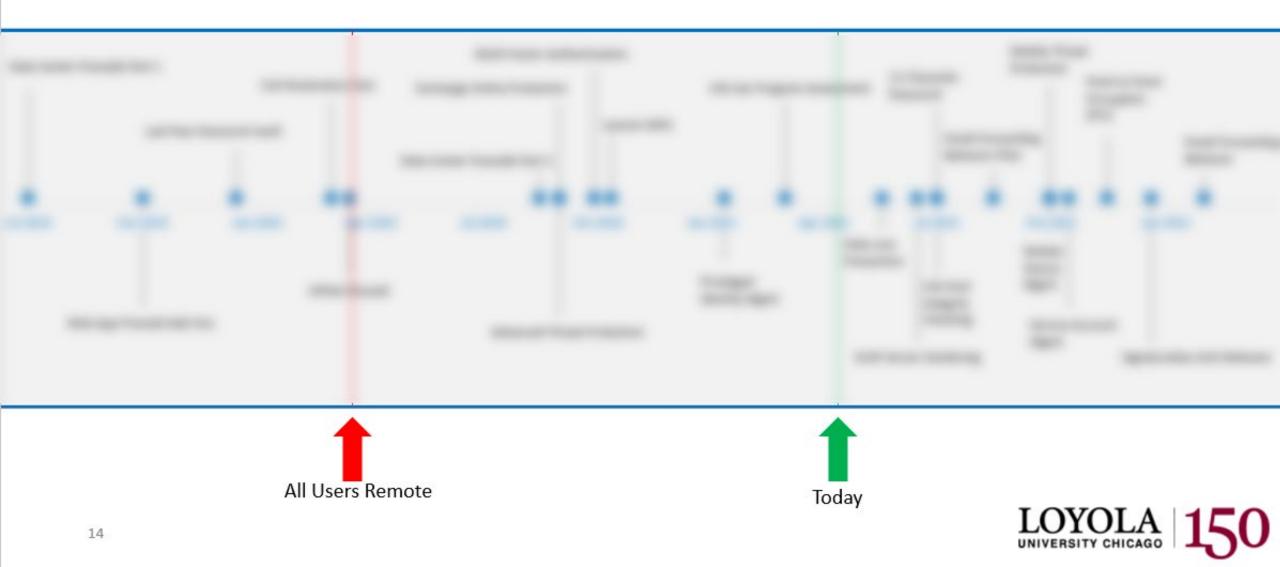


## Information Security Program Overview

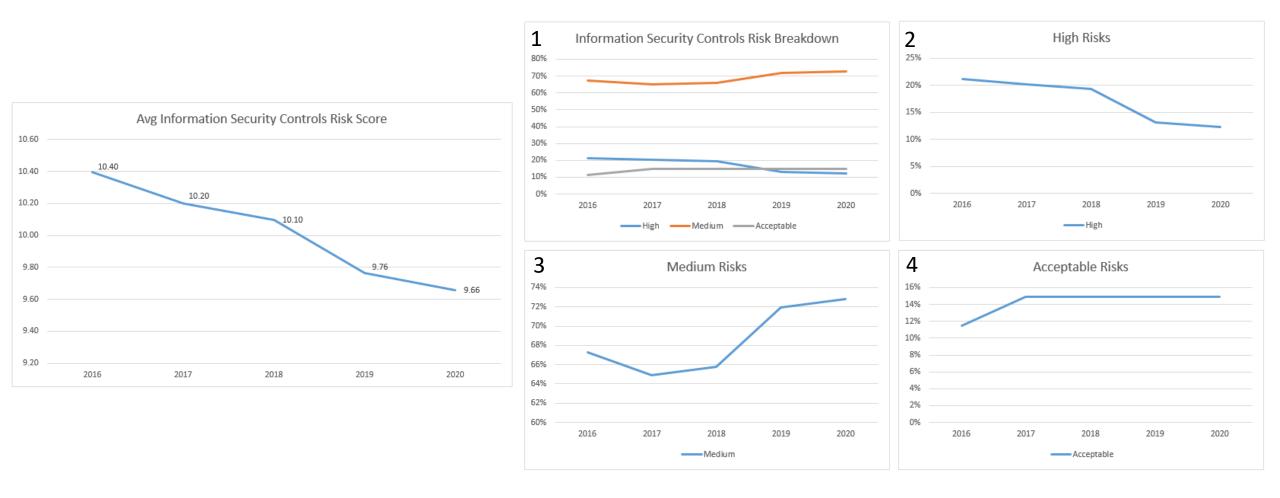




### Information Security Program Implementation



## Information Security Program Risks Assessments





# Information Security 3 Key Upcoming Items

#### Data Loss Prevention – 5/18

- Identifies protected data leaving the LUC environment via email or SharePoint
- Enables tagging of files as public, sensitive or protected
- Learning/training mode since November
- Scope: Everyone who uses a Loyola computer or downloads the DLP software

#### 12 Character Password Length – 7/1

- Changing from 8 characters to 12
- Passwords will no longer expire
- Scope: Each month 1/6 of the Loyola community's passwords will expire and need to reset, after 12/31 everyone will have 12 character passwords

#### LSA Firewall & Anti-Virus Checking (aka Host Checking) – 7/1

- Checks to make sure computers connecting to LUC are running a firewall and some form of anti-virus software
- Must have both running to connect
- Scope: Anyone who uses LSA, approx. 800\* faculty, staff & students
- \* Number decreasing as student workers are expired (now ~550); likely issues can be pre-identified



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**Enterprise Texting** 

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Major Initiative Next Steps (J. Sibenaller, S. Malisch)

- PeopleGrove Mentoring
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### **ITESC Governance Review**

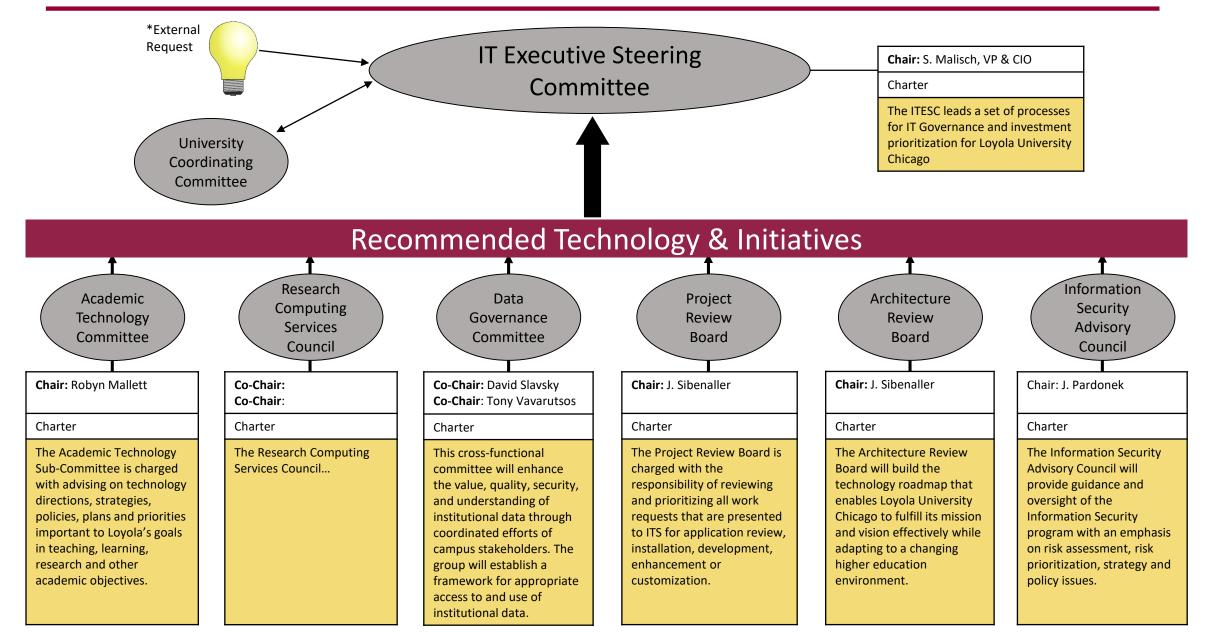
• S. Malisch

Planning for Future Investments

• S. Malisch



### **ITESC Structure**



### Information Technology Executive Steering Committee

#### Chair – Susan Malisch

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Area	Member	
Administrative Services	Tom Kelly	
Advancement	Karen Paciero	
Enrollment Management and Marketing	Paul Roberts	
Facilities	Kana Henning	
Finance	Teresa Krafcisin Wayne Magdziarz	
Human Resources	Winifred Williams Danielle Hanson	
Information Technology Services	Jim Sibenaller	
Office of Institutional Effectiveness	David Slavsky	
Provost Office	Norberto Grzywacz Sheila Mc Mullan	
School of Nursing	Lorna Finnegan	
Student Development	Jane Neufeld	
University Marketing and Communications	Jeremy Langford	

# Academic Technology Committee

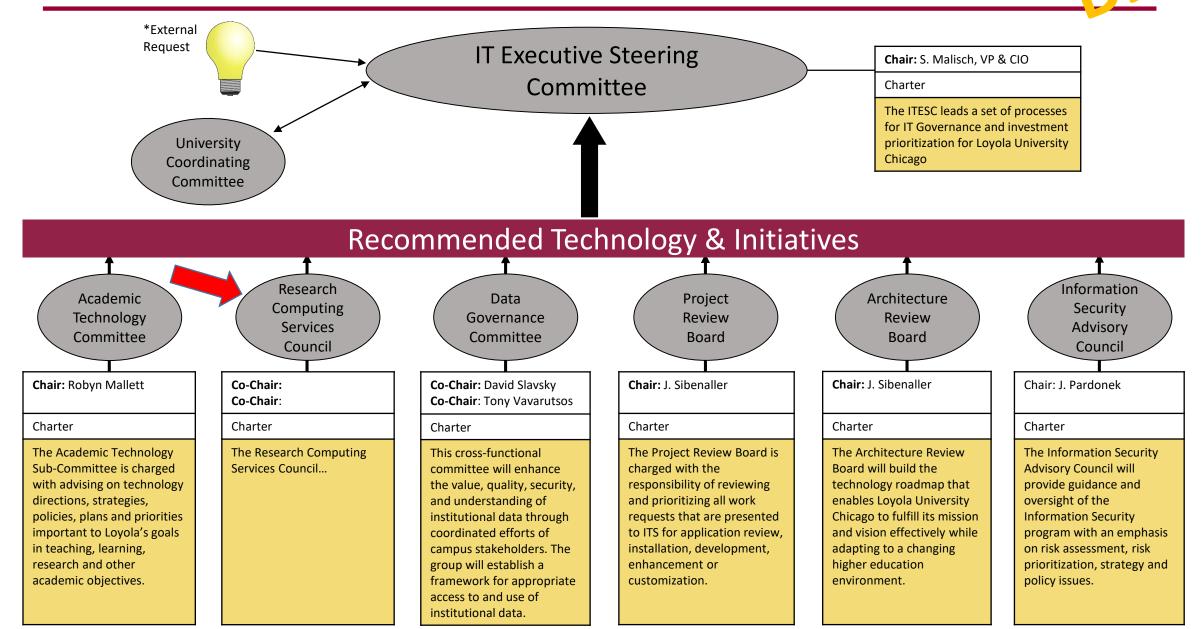
#### Chair – Robyn K. Mallett

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School/Area	Member	Alternate
Arrupe College	Megan Kelly	Rob Gutierrez
Bioethics	Bob Johnson	Kayhan Parsi
CAS – Science	Holly Dimtropoulous	Robert McNees
CAS – Social Science	Maribeth Rezey	Yael Granot
CAS – Humanities	David Dennis	Sarita Heer
Council of Deans	Peter Jones	Jeanne Widen
Faculty Center for Ignatian Pedagogy	Jessica Mansbach	Bridget Calacchio Wesley
Grad School & ORS	Emily Forestieri	Heather Sevener
ITS – Academic	Tim Walker	Dan Vonder Heide
ITS – Infrastructure	Dan Vonder Heide	Tim Walker
Institute of Environmental Sustainability	Brian Ohsowski	Greg Palmer

School/Area	Member	Alternate
Institute of Pastoral Studies	Peter Jones	Heidi Russel
Marcella School of Nursing	Stacey Zurek	Holly O'Connor
Office of Institutional Effectiveness	Andrius Aukstuolis	Ale Povedano
Office of Online Learning	John Gurnak	Kristlyn Dalton
Quinlan School of Business	Fred Kaefer	Nenad Jukic
SoC	Lee Hood	Jamason Chen
SCPS	Kelly Barry	Jeanne Widen
Soe	Darren Pierre	Eilene Edejer
Law School	Barbara Youngberg	Mike Lonero
SOWK	Jonathan Singer	Maria Wolfe
SSOM	Amy Hoyt	Tim Walker
University Libraries	Hong Ma	Margaret Heller

## Proposed New ITESC Sub-Committee



# **Business Intelligence Steering Committee**

#### Co-Chairs – David Slavsky and Tony Vavarutsos

School/Area	Member
Academic Advising and Services*	Patrick Green (Interim)
Advancement	Michael Halverson
College of Arts & Sciences, Chair Biology*	Jim Cheverud
Enrollment Management	Tim Heuer
Finance	Becky Gomez, Ben Smigielski
Health Sciences Campus	Ron Price
Human Resources	Danielle Hanson
Information Technology Services	Jim Sibenaller
Office of Institutional Effectiveness	Ping Tsui
Quinlan School of Business*	Kevin Stevens
Registration and Records	Rita Vazquez

\*Rotating Positions - will be reviewed periodically and will be staffed based on relevant knowledge of data, insight, or expertise that may be helpful to advance current priorities.



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## Project Review Board

#### Chair – Jim Sibenaller

Area	Member	Alternate
Academic Advising Services	Lester Monzano	Betsi Burns
Advancement	Michael Halverson	Matt Johnson
Enrollment Management	Tim Heuer	
Facilities	Peter Schlecht	Hamlet Gonzalez
Financial Systems	Rebecca Gomez	Tracy Snowberger
Human Resources	Danielle Hanson	
ITS	Jeffrey Apa Dawn Fitzgerald Dan Vonder Heide	n/a
Marketing & Communications	John Drevs	
Provost Office	Badia Ahad	Michelle Pencylla
Registration & Records	Rita Vazquez	
Student Development	Shannon Howes	
Student Financials	John Campbell	
ТВО	Project Sponsors as needed	

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### Architecture Review Board

Chair – Jim Sibenaller

Area	Member
ITS - Chief Information Officer	Susan Malisch
ITS - Academic & Operational Support	Dan Vonder Heide
ITS – Integrations & Applications	Dawn Fitzgerald
ITS – Data, Security & Architecture	Jim Sibenaller
ITS – Informatics & Clinical Research	Ron Price
ITS – Infrastructure	Jeff Apa
ITS – Enterprise Architect	Rejoice Jebamalaidass



# Information Security Advisory Council

Department/Unit	Member	Alternate
Provost Office	TBD	TBD
Advancement	Michael Halverson	TBD
Computer Science	Eric Chan-Tin	TBD
Finance	Rebecca Gomez	TBD
Health Sciences Campus	Ron Price	TBD
Human Resources	Danielle Hansen	Jenny Shin
ITS – Enterprise Architecture	Rejoice Jebamalaidass	TBD
ITS – Infrastructure	Dave Wieczorek	TBD
Libraries	Hong Ma	Gino Angelini
Registration and Records	Rita Vazquez	TBD
Risk Management	Karen Cornelius	Sue Bodin
Student Development	TBD	TBD
Treasury	Cory O'Brien	TBD
Ex-Officio	Jim Sibenaller	None

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**Enterprise Texting** 

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Major Initiative Next Steps (J. Sibenaller, S. Malisch)

- PeopleGrove Mentoring
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**ITESC Governance Review** 

• S. Malisch

#### **Planning for Future Investments**

• S. Malisch



### Planning for Future Investments

Planned Major Initiatives	FY22 (Placeholder)		FY23 (Placeholder)		FY24 (Placeholder)		(Pl	FY25 aceholder)
Conference Services RFP		TBD						
School/Unit CRM Platform Growth			\$	100,000				
Community Engagement Platform	\$	20,000						
Electronic Research Administration System			\$	1,500,000	\$	1,500,000		
Student Experience Technology Strategy			\$	500,000	\$	500,000		
SSOM Admissions Replacement	\$	500,000	\$	500,000				
Advancement RFP	\$	1,000,000	\$	1,500,000	\$	1,500,000		
Finance/HR ERP Replacement			\$	2,000,000	\$	2,000,000	\$	1,000,000
Student System Move to Cloud					\$	1,000,000	\$	1,000,000
TOTAL	\$	1,520,000	\$	6,100,000	\$	6,500,000	\$	2,000,000

Unsubstantiated placeholder estimates taken from "Looking Ahead" section in 2021-03-18 SFPT ITS FY22 Summary Final.doc

Additional planning placeholders are TBD related to Loyola Digital Experience and University Strategic Plan priorities with potential budget impact for:

- Portal Concept
- Identity and Access Management



## 2021 ITESC Schedule

#### February 25, 2021 - Thursday, 10:00 AM-12:00 PM

- Institutional and Technology Change Management
- Student Experience & External Partner Technology Planning
- Data Integrity

#### April 22, 2021 - Thursday, 10:00 AM-12:00 PM

TBD

#### June 17, 2021 - Thursday, 10:00 AM-12:00 PM

Project Portfolio Prioritization

#### August 12, 2021 - Thursday, 10:00 AM-12:00 PM

- Start of School Update
- TBD

#### October 21, 2021 - Thursday, 10:00 AM-12:00 PM

TBD

#### December 14, 2021 - Tuesday, 10:00 AM-12:00 PM

Project Portfolio Prioritization

