

ITS Executive Steering Committee (ITESC)

Agenda and Materials
March 5, 2006



Preparing people to lead extraordinary lives








Agenda

- LUC/LUMC Scorecard Discussion
(Art Krumrey)
- Subcommittee Status Reports
- Q3-Q4 2007 Plan of Record Review
- Budget Update
 - Materials to be distributed at meeting



Draft

LUC/LUMC Administrative Services Scorecard

<u>Technology/ Operation</u>	<u>Unhealthy</u>		<u>Healthy</u>
Financial System/General Ledger	Business processes not automated. Systems not reliable. Information not accessible by end users.		Business processes automated by reliable systems. Information readily accessible by end-users.
Human Resources/ Payroll System	Business processes not automated. Systems not reliable. Information not accessible by end users.		Business processes automated by reliable systems. Information readily accessible by end-users.
SSOM SIS Integration	System's do not exchange data.		Systems exchange data to fully meet business needs.
SSOM Employee Self-service	Self-service not available		Self-service in production for all employee functions.
Intercampus Connectivity (network)	No connectivity, no sharing of directories, no website linkages.		Seamless online directory, website links to one another, integrated GroupWise mailing lists
Intercampus Videoconferencing	No capabilities.		LUMC linked to Lakeside campuses with readily available and easy to use videoconferencing.
Imaging Solution	[I don't see imaging as a distinct objective. I see it as part of Financial Systems, e.g. imaging invoices, which I believe we do. Our goal should be inherently electronic processes.]		
LDAP Authentication	[I would include this in intercampus connectivity.]		

Sub-Committee Updates

- **Personal Information Risk Group (PIRG)**
 - Last meeting 2/06/07; Next meeting of full group 3/26/07; policy groups working in interim
 - 4 of 7 policies developed; Breach action plan additional
 - Once complete, the suite of policies will be reviewed by Internal Audit, ITESC, UCC, GC
 - Proposals for education and awareness efforts and follow-up auditing guidance
 - Identify and Publish Subsequent Phases and Recommendations
- **Project Review Board**
 - Initial meeting 2/9/07; Meetings scheduled 3/21/07, 4/23/07, 5/21/07, 6/18/07
 - Projects with TYPE=ONGOING will be assigned LOW priority and no longer reviewed in regular reporting
 - Projects with TYPE=IN PROGRESS would continue to completion
 - All areas will review priority of projects and discussions will reconvene with focus on those rated HIGH priority
- **Academic Technology Committee**
 - Initial meeting 2/20/07; meetings will be on Thursdays TBD, monthly in March and April
 - Charter reviewed, and technology highlights covered in this meeting included Blackboard, wireless, and features of the Information Commons.
 - All members will review the current technology topic list and prioritize prior to the next meeting to begin discussions.
- **Architecture Review Board**
 - Initial meeting 2/27/07; Meeting 2+ monthly
 - Desired outcomes of Enterprise Architecture at Loyola defined
 - Proposed timeline includes a technology inventory and initial roadmap in the next 3-5 months

LUC ITS Plan of Record

FY07: Q3-Q4

Academic and Faculty Support

- LOCUS Enhancements:
 - Support R&R to fully implement Transfer Credit and course articulation rules (Q4, PSS212,343,477,521)
 - Online access for Alumni transcripts (Q3, PSS191)
 - Account Summary to use account term; more accurate accounting (Q3, PSS315)
 - Federal Work Study enhancement that tracks earnings and installs warning alert system (Q4+, PSS196)
 - Implement Student Refund check reconciliation process
 - Grade Change process (Q4, PSS319)
 - Self Service Apply for Graduation (Q4+, PSS320)
 - Financial Aid "Bottom Line" summary available to Self-service (Q4, PSS78)
 - Review Graduate Repeat Rules, GPA Calc (Q4, PSS479)
 - Develop a batch process to assign/unassign Undergraduate advisors to students based on pre-defined rules. (Q3, PSS544)
 - Implement changes to Self-service View My Advisors in LOCUS as accessed by students. Advisor role should be displayed to differentiate different academic advisors, faculty advisors, and school advisors. (Q3, PSS545)
 - Load AP/MDT test results to LOCUS, post to student records, in an automated (timely) fashion to assist Admissions Advisement. (Q4, PSS439)
 - Law School Blind Grading - complete outstanding requirements of self-service access to Anonymous Grade ID, reporting for faculty post-grading, and interface to computerized testing vendor (Q3, PSS581)
- LOCUS interface: Federal work study information from HR/Payroll (Q4+, PSS196)
- Upgrade R25 (Q4, PSS474)

Academic and Faculty Support, cont'd

- Develop requirements w/ Academic Affairs for Piloting Sakai (CMS) (Q4+)
- Tech support for Indonesia Project with School of Education
- Build plan and timeline proposal for In-sourced Blackboard Learning System
- Develop (with Academic Affairs) New Design for Learning Spaces (Q4+)
- Evaluate and Recommend Media Storage and Streaming Environments (Q4)
- Pilot Crestron RoomView 7.0 - Remote Management Software (Q3+)
- Complete acquisition and implementation of TeamSpot Collaboration Software (Q3+)
- Recommendation for Storage Expansion - Faculty / Staff (Q4)
- BCDR – Complete LOCUS failover capability LSC/WTC (Q3, PSS417)

Student Technology Support

- DMCA Awareness Campaign (Q4)
- Recommendation for Storage Expansion – Students (Q4)
- Wellness Electronic Medical Records Planning (Q4, PSS312)
- Wireless Expansion (Q3)
 - Work with AA/SA to prioritize survey results and build budget
- Improve use of lab “real estate” for technology awareness/availability (Q4)
- LOCUS Enhancement: Upgrade PeopleTools for SA from 8.21 to 8.22 (Q4, PSS456)

LUC ITS Plan of Record

FY07 : Q3-Q4

Administrative Initiatives

- Enterprise Imaging Strategy (Q3+)
- Complete Digital Signage Pilot; Target Next Steps (Q3+)
- LDAP Authentication w/ LUMC – “Single Source of Truth” and streamline authentication (Q4+)
- Blackberry Extended Pilot Program (Q3+)
- Schedule Upgrade BSR to new release (Q4+, PSS325)
- Schedule Upgrade SmartCall to new release (Q4+, PSS339)
- Online Card Office Replacement (Q4, PSS428)
 - Support In-House for Rambler Bucks
- Blackboard Campus Card - switch from SSN to LID as the primary key within the Blackboard database (Q4+, PSS423)
- Implement TouchNet's MarketPlace suite; use for accepting credit card payments (Q4, PSS556)
- Formalize credit card processing process
 - Use in LUC web pages; Conferences; Grad school Apply Yourself (PSS397); Admissions (PSS398, 307); LUMA (PSS391)

Infrastructure Services

- BCDR Avian Flu Preparedness Plan (Q4+)
- Telephone Switch Relocation (Q4)
 - Identify technology replacement strategy & preliminary budget
- Data Center Design, Planning and Construction (Q4+)
- Intra-campus Videoconferencing Upgrade (Q4)
- Assessing ISP connectivity and Bandwidth Increase (Q3)

Infrastructure Services, cont'd

- Construction Initiatives:
 - Info. Commons - Infrastructure Design & Budgeting (Q3)
 - The Clare - Infrastructure Design and Budgeting (Q3+)
 - Mundelein – Infrastructure Design & Implementation (Q3-Q4)
 - Marquette Hall - new Hall (Q4+)
 - Santa Clara Remodeling (Q3+)
 - New Athletic Field (Q3)
- Daylight Savings Time Updates (Q3)
- Plan and Schedule for Oracle 10G upgrade (Q4)

Continuous Service Development

- Phased Implementations: (Q3-Q4+)
 - Project Management Methodology
 - Quality Assurance Work Group and Methodology
 - Gate Review Formalization
 - Change Management, Phase II
- Cross Training & Succession Plans Developed (Q4)
- Personal Information Risk Group (PIRG) (Q4)
- Launch remaining sub-committees of the IT Executive Steering Committee (Q3)
 - Architecture Review Board
 - Project Review Board
 - Academic Technology Committee
- Call Tracking System Implementation (Q4)
- Redesign ITS Website Presence (Q4)
- Add ITS “dashboard” metrics to ITS website (Q4+)
- Review Internal Escalation Process (Q4)
- Review Electronic Records Retention (Q4)

Proposed Next Agenda

- Next ITESC meeting scheduled April 20, 1 – 3 PM
 - Review Budget Refinements
 - PIRG policy review and approval
 - PIRG
 - Audit
 - ITESC
 - UCC
 - General Counsel
 - Review past action items for closure
 - Prioritize focus areas