ITS Executive Steering Committee (ITESC)

Agenda and Materials
March 5, 2006
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
## LUC/LUMC Administrative Services Scorecard

<table>
<thead>
<tr>
<th>Technology/Operation</th>
<th>Unhealthy</th>
<th>Healthy</th>
</tr>
</thead>
<tbody>
<tr>
<td>SSOM SIS Integration</td>
<td>System’s do not exchange data.</td>
<td>Systems exchange data to fully meet business needs.</td>
</tr>
<tr>
<td>SSOM Employee Self-service</td>
<td>Self-service not available</td>
<td>Self-service in production for all employee functions.</td>
</tr>
<tr>
<td>Intercampus Connectivity (network)</td>
<td>No connectivity, no sharing of directories, no website linkages.</td>
<td>Seamless online directory, website links to one another, integrated GroupWise mailing lists</td>
</tr>
<tr>
<td>Intercampus Videoconferencing</td>
<td>No capabilities.</td>
<td>LUMC linked to Lakeside campuses with readily available and easy to use videoconferencing.</td>
</tr>
<tr>
<td>Imaging Solution</td>
<td>[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. ]</td>
<td></td>
</tr>
<tr>
<td>LDAP Authentication</td>
<td>[I would include this in intercampus connectivity.]</td>
<td></td>
</tr>
</tbody>
</table>
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
## 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)
### 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