



Attendees:

Area	Name	Status	Area	Name	Status	
Academic Affairs	John Pelissero	In Attendance	Guests:			
Advancement	Jon Heintzelman	Absent		LUMC/LUHS	Art Krumrey	In Attendance
Facilities	Phil Kosiba	Absent		Inst. Research	Rick Hurst	In Attendance
Finance	Bill Laird	Absent		UMC	John Dreves	In Attendance
Human Resources	Tom Kelly	In Attendance		ITS	Kevin Smith	In Attendance
ITS/Facilitator	Susan Malisch	In Attendance		ITS	Conrad Vanek	In Attendance
ITS	Jim Sibenaller	In Attendance		ITS	Bob Kraft	In Attendance
Student Develop.	Rob Kelly	In Attendance				

Welcome, Meeting Purpose & Agenda

The meeting commenced at 1:30 PM with a review of the agenda and introduction of guests. The minutes from the May 3rd meeting were reviewed and approved as written.

LUMC/LUHS Information Technology Update

A new IT Steering Committee made up of Senior VP's & VP's with a major stake in system consumption has been formed at the medical center; 20 people in total. Art reported that 50% of the FY11 budget will be occupied by a new outpatient center which will go live in the March timeframe. A significant upgrade to Epic is planned; they are two versions behind and need to do very detailed testing to ensure a quality roll-out. Another large project is Epic Community Outreach. The goal with this project is to improve communication with the physicians. Key functionality includes on-line letters and a referral portal. Franchising Epic to the community physicians and health information exchange is also being considered. "Qualifying" electronic health records is critical and may assist the medical center with obtaining some additional incentive funding. They are also working on cost reductions projects with Navigant consulting. The effort to date has improved the contract/bidding process significantly. The 340b drug discount program could save the hospital \$25M. The final major initiative is the clinical documentation improvement effort which enables appropriate and better aligned billing to patients. There is a potential for additional \$4M in billings. Lawson absence management is being implemented this weekend. A short term disaster recovery solution will be implemented in the late summer; they are also looking into long term solutions as well. Kronos is currently behind 2 versions; an upgrade is needed to avoid penalties. The primary functional driver for the upgrade is to be able to perform staff scheduling. This however will require time clocks to be upgraded as well at a cost of approximately \$400K. This information will be sent to the steering committee for consideration. *Task: Susan & Art to discuss options for supporting each other with rack/server space.*

Web Content Recommendation

A technical advisory council (TAC), representing multiple user communities and headed by ITS & UMC, was formed in Summer 2009 to identify a replacement for Loyola's enterprise document management product, Serena Collage. The tool currently manages about 70% of all of our on-line content and web pages. Approximately 71,000 assets exist in the system. The current product is at its end of life, is no longer being upgraded, requires extensive intervention to maintain and the vendor support timing/longevity is in question. Often times the users have to wait sometimes 12-18 hours for their changes to get deployed.

Bob Kraft and John Dreves reviewed the analysis performed by the TAC including the RFI & RFP process. No particular vendor dominates the market and/or higher-ed constituents. In total 13 responses were reviewed, scored and filtered down to 4 finalists. The finalists were Day Software, Hannon Hill, Omni Update and Terminal Four. The group ultimately recommended Terminal Four because of the better response to critical requirements and overall fit for Loyola. Their solution is installed at over 50 universities, and their market is exclusively higher-ed. The total costs, as we know them, are within the \$80K budget. The next steps are to get "best & final" pricing, begin contract negotiation, create an implementation work group, and to create the high level plan and implementation timeline. Tom asked to identify who

the content managers/coordinators are in each group (dept.). John Dreves said there was a list but it was difficult to maintain due to changing roles. The steering committee approved the recommendation to move forward with Terminal Four as the replacement for Serena Collage. *Task: John to share the documented list and to explore the potential to improve this process.*

Data Governance Subcommittee Update

The roles & responsibilities of the Data Governance Committee (DGC) were defined including a creation of functional data guardians representing key data areas. Members of the DGC have deep university and data knowledge. Floating membership will be added as needed. An adoption of a data quality strategy has also begun. It will be based on the target of data use versus the source. There are two key components: 1) Data profiling will assist in identifying problems to be solved and to provide a snapshot of data quality and measures. It will also determine the data improvement and/or degradation quality. 2) Data cleansing will correct data via cross-checking against multiple source databases and will improve the data via value-add information. Inconsistent data use is more prominent than bad data according to Rick Hurst. Multiple data governance "problems" will need to be addressed including items such as inconsistent term usage, identifying source data, data quality concerns and reporting standards. The initial project the DGC will address is Faculty Data Governance. This project will address the critical data needed for the management of faculty resources. The effort has very high impact and will provide a key path to subsequent data governance projects. The definition of "Faculty" and the agreement on a faculty typology will be strategic to the success of this initial effort.

DW/BI Program Update

The current project health of the initiative is green. Recent completed activities include the launch of the data governance committee, strategy and technical assessment completion, and RFP content and potential vendor list approval. The project is slightly behind the original timeline at this stage but is now moving consistently forward. The technical direction and assessment decision was based on several best practices as well as Loyola specific needs/criteria. A hybrid solution determined the best strategy at Loyola, which consists of building some portions ourselves and having a vendor provide other portions of the solution. The complete technical assessment was distributed and made available to all members. A short list of vendors to assist with the hybrid solution was identified. There are seven in total. The RFP will be distributed in early June with a decision and recommendation by the end of August. The next steps of the program are to execute the RFP process, select a vendor and begin the initial project.

Project Portfolio Prioritization

Susan reviewed the portfolio numbers. The FY10 Q3-Q4 portfolio grew to 260, with 137 items being completed (the highest number since portfolio tracking began almost four years ago). The current Plan of Record for ITS FY11 Q1-Q2 is comprised of 142 projects, tracking in line with our averages. The portfolio distribution across the five strategic categories noted a slight increase in student oriented projects, now 15% of the portfolio. The A priority project list was reviewed and several B priority projects, specifically #94 emergency response website, #99 enhancements to Ugrad applications, #104 Enhance FIS-PT reporting, 105 Directly update LOCUS and Blackboard with Rambler Bucks requests & 107 Tutoring Center/Learning Assistance were also noted that might merit consideration for prioritization. *Task: ITESC members to submit their prioritization results by June 18th.*

The meeting adjourned at 3:35 pm.