Executive Sponsors Meeting
Major Project Updates

04/09/2018

BGSU BELONG. STAND OUT. GO FAR.
CHANGING LIVES FOR THE WORLD.

Agenda

- Ally Implementation*
- Winter Session Program
- Winter Session Mods for Financial Aid
- Winter Session Mods to GA Contracting
- Winter Session Mods to Faculty Contracting
- Winter Session Mods for Student Financials
- BPR- Tuition Guarantee
- BPR - Maxient HCM Interface
- Business Process Review
- DCM - Huntington Data Center Move
- HCM 9.2 Get Current 2018
- Replace and Enhance Student Scheduling Software
- Move Remaining Continuing Ed Contracts to OnBase
- Grad Contracting App Upgrade
- Enterpirse Training System RFI
- Slate Implementation - Undergraduate Admissions
- Change Course Materials Software Vendor to Verba
- Falcon Club Analysis and Improvements
- Design and Construction Workflow Conversion
- Adobe Campaign Email Solutions
- Graduate College Form Automation
- Automate Agilon One Access
- Agilon One Report Library
- HBO Go SSO and Interface for Apogee
- NSC Interface Modifications
- HEI Interfaces and Modifications
- Cisco CirQLive & Spark
- Library OCLC Tipasa Migration
- Career Center - HandShake
- Upgrade CBORD FSS
- Online Giving Credit Card Processing Consolidation
- CLOUD-StarRez 10.2
- Lenel Access Control - Analysis and Recommendations
- Electronic Transcripts
- Implement Faculty 180 Phase 2
- LiveText Pilot for the College of EDHD
- Create Financial Aid Reporting Environment
- EvaluationKit University-Wide Course Evaluation
- Annual Donor Reports - Phase 2

Ally Implementation

Project Status: ★

Monthly Summary – April 2, 2018

This project requests assistance implementing Ally, a course content accessibility application. Ally integrates directly into Canvas and reviews course content and uploaded documents, looking at accessibility and usability issues in course material. The system will provide an accessibility score to the faculty member per document, along with recommendations to make it more accessible. It also converts electronic documents into a number of file types, including, audio, ePub, electronic braille, and tagged PDF. Administrators of the system will also receive access to reports and dashboards, providing an institutional view of accessibility status of all courses within Canvas.

Past Month's Key Accomplishments

- Completed project go-live

Upcoming Milestones

- N/A

Project Milestones

Status	Week Beginning (Sunday Date)	Oct-1	Oct-8	Oct-15	Oct-22	Oct-29	Nov-5	Nov-12	Nov-19	Nov-26	Dec-3	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25
	Week Number	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**	**16**	**17**	**18**	**19**	**20**	**21**	**22**	**23**	**24**	**25**	**26**
	Initialize																										
Cmplt	Project Planning	X																									
Cmplt	Project Kick-Off	X																									
	Analyze, Design, & Development																										
Cmplt	Provide API Token to blackboard		X	X	X																						
Cmplt	Submit requset to sync Canvas to live events					X	X	X	X																		
Cmplt	Sync BGSU courses to Ally									X	X	X	X	X	X	X	X	X	X	X	X	X	X				
Cmplt	Configure Production Environment											X	X	X	X	X	X	X	X								
	Test																										
Cmplt	Receive Ally Training											X	X	X													
Cmplt	Perform Testing																			X	X	X	X	X	X		
Cmplt	Pilot Group training																			X	X	X	X	X	X		
Cmplt	Pilot Group Testing																	X	X	X	X	X	X	X	X		
	Implement																										
Cmplt	Perform Communications to campus																									X	
Cmplt	Implement Go-Live Plan																										★

Winter Session Program

Project Status: GREEN

Monthly Summary – April 2, 2018

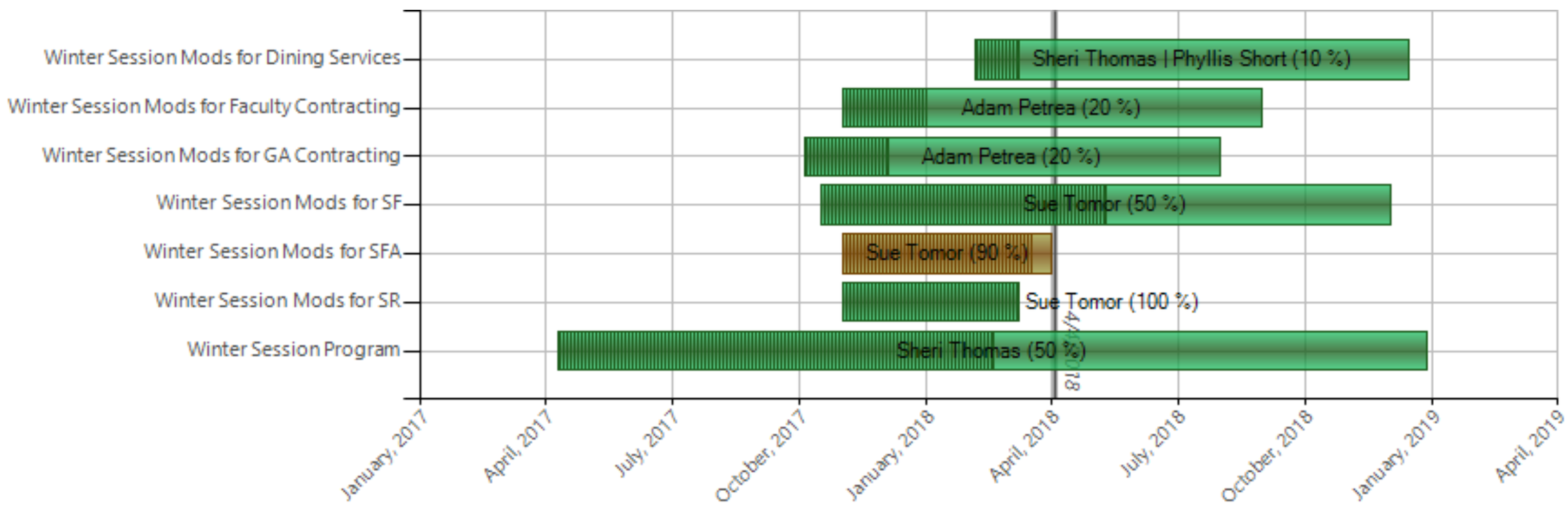
ITS has asked the Business Unit leads (BU's) to determine what system changes they will require to implement Winter Session in the academic calendar. The Winter Session Program has been created to track the 6 projects submitted so far from the BU's. All projects have initiated and are at various stages. This past month, we completed our first project within the program for Student Records and we are in the final testing phase for the Student Financial Aid project. This coming month both faculty and GA contracting projects will ramp up and see more progress.

Past Month's Key Accomplishments

- Internal meeting with Dining Services and Residence Life to align business process and review draft project charter
- SFA Modifications continued to be tested. An issue was found. This project is now scheduled for production migration – 4/8/2018
- SF Modifications is moving the equation engines to QNA for testing
- Mods for Faculty Contracting and GA Contracting worked through the contracting process and focusing on definitions.

Upcoming Milestones

- 4/8/2018 – the deployment of the SFA modifications
- The completion of the dining services charter and scope of the project
- SF – begin testing of the equation engines
- Faculty Contracting and GA Contracting – development to begin
- Integration and End-to-End testing planning to be finalized for the program



Winter Session Mods - Student Financial Aid

Project Status: YELLOW

Monthly Summary – April 2, 2018

Beginning in January 2019, BGSU is adding an optional Winter Session within Spring Semester 2019 to provide additional and flexible academic opportunities for students to study abroad, conduct research, or take an additional class. Federal and State Financial Aid will be available to students taking classes during Winter Session. However, Institutional Scholarships will not be available during Winter Session. Student Financial Aid has requested some modifications to their business processes within PeopleSoft CSS to accommodate Winter Session. During the past month, Financial Aid encountered some SQL errors during User Acceptance Testing in QNA for Project 1 (new FA Term Session functionality). This involved significant redesign/rework to resolve the issue. We completed rework on 3/27 and resumed User Testing along with Registration and Records on 3/29. The user testing for Project 2 (FA Term Archival Modifications) will be delayed by 2 weeks so that users can focus on completing Project 1. Financial Aid is not planning to archive any FA Term data for Spring 2019 until 2021 at the earliest. We revised the corresponding implementation dates to 4/8 and 4/22.

Past Month's Key Accomplishments

- Performed User Testing for **FA Term Session** (Project 1)
- Performed Development Rework to resolve SQL Errors (Project 1)
- Migrated the Rework Items back into QNA (Project 1)
- Performed Code Review for **Archive FA Term Data** (Project 2)

Upcoming Milestones

- Perform QNA and PPD Testing (Project 1) - 4/06/2018
- Perform QNA and PPD Testing (Project 2) – 4/20/2018
- **Implementation (Project 1) - 04/08/2018**
- **Implementation (Project 2) – 04/22/2018**

Project Milestones

Status	Week Beginning (Sunday Date)	Oct-22	Oct-29	Nov-5	Nov-12	Nov-19	Nov-26	Dec-3	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27
	Initialize																											
Cmplt	Project Planning	X	X	X																								
Cmplt	Project Kick-Off	X																										
	Analyze, Design, & Development																											
Cmplt	Perform Project Analysis			X	X	X																						
Cmplt	Create Functional Specification					X	X																					
Cmplt	Create Technical Specifications (Project 1)							X	X	X	X	X	X	X	X	X												
Cmplt	Perform Development / Unit Testing (Project 1)							X	X	X	X	X	X	X	X	X												
Cmplt	Perform Rework following User Testing (Project 1)																				X	X	X	X				
Cmplt	Create Technical Specifications (Project 2)																		X	X	X							
Cmplt	Perform Development / Unit Testing (Project 2)																		X	X	X							
	Test																											
Cmplt	Create Test Schedule/Cycles															X												
Cmplt	Create Test Scripts															X												
At Rsk	Perform User Testing (Project 1)																X	X	X	X	X	X		X	X			
At Rsk	Perform Issue Resolution & Tracking (Project 1)																X	X	X	X	X	X		X	X			
At Rsk	Perform User Testing (Project 2)																									X	X	
At Rsk	Perform Issue Resolution & Tracking (Project 2)																									X	X	
	Implement																											
Cmplt	Create Go-Live Plan																							X				
Nt Strtd	Update Knowledgebase																											
Nt Strtd	Implement Go-Live Plan (Project 1)																									★		
Nt Strtd	Implement Go-Live Plan (Project 2)																											★

Winter Session Mods to GA Contracting

Project Status: GREEN

Monthly Summary – April 2, 2018

The Winter Session Modifications to GA Contracting project's objective is to update the custom web application and impacted processes to accommodate Winter Session Graduate Assistant contracting. Phase 2 has begun, focusing on the evaluation of existing processes that will need to be updated due to the addition of Winter Session, as well as the updates required to accommodate the Winter Session GA contracting process. Development is scheduled to continue through May.

Past Month's Key Accomplishments

- Began Phase 2 development

Upcoming Milestones

- Complete development
- User testing

Project Milestones

Status	Week Beginning (Sunday Date)	Nov-5	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13	May-20	May-27	Jun-3	Jun-10	Jun-17	Jun-24	Jul-1	Jul-8	Jul-15	Jul-22	Jul-29
	Week Number	**1**	**10**	**11**	**12**	**13**	**14**	**15**	**16**	**17**	**18**	**19**	**20**	**21**	**22**	**23**	**24**	**25**	**26**	**27**	**28**	**29**	**30**	**31**	**32**	**33**	**34**	**35**	**36**	**37**	**38**	**39**
	Initialize																															
Cmplt	Project Planning	X																														
Cmplt	Develop Scope Document																															
Cmplt	Project Kick-Off																															
	Analyze, Design, & Development																															
Cmplt	Create Project Design/Specifications																															
Cmplt	Perform Development - Phase 1																															
On Trk	Perform Development - Phase 2						X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X										
	Test																															
Cmplt	Perform Testing - Phase 1		X																													
Cmplt	Perform Issue Resolution & Tracking - Phase 1		X																													
Nt Strtd	Perform Testing - Phase 2																						X	X	X	X						
Nt Strtd	Perform Issue Resolution & Tracking - Phase 2																										X	X	X	X	X	
	Implement																															
Cmplt	Go-Live - Phase 1			★																												
Nt Strtd	Go-Live - Phase 2																															★

Winter Session Mods to Faculty Contracting

Project Status: GREEN

Monthly Summary – April 2, 2018

The Winter Session Modifications to Faculty Contracting project's objective is to develop an electronic method of creating, signing, and approving faculty contracts for Winter session, similar to the process used in Summer semester. Technical development has continued this month, focusing on updates required to contract Faculty over Winter Session, as well as the modifications required to related process impacted by the addition of Winter Session. Development is scheduled to continue into June.

Past Month's Key Accomplishments

- Development has continued

Upcoming Milestones

- Continued development
- User testing

Project Milestones

Status	Week Beginning (Sunday Date)	Nov-26	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13	May-20	May-27	Jun-3	Jun-10	Jun-17	Jun-24	Jul-1	Jul-8	Jul-15	Jul-22	Jul-29	Aug-5	Aug-12	Aug-19	Aug-26
	Week Number	1	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40
	Initialize																														
Cmplt	Project Planning	X																													
Cmplt	Develop Scope Document																														
Cmplt	Project Kick-Off																														
	Analyze, Design, & Development																														
Cmplt	Create Project Design/Specifications																														
On Trk	Perform Development		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
	Test																														
Nt Strtd	Perform Testing																						X	X	X	X					
Nt Strtd	Perform Issue Resolution & Tracking																										X	X	X	X	
	Implement																														
Nt Strtd	Go-Live																														★

Winter Session Mods for Student Financials

Project Status: GREEN

Monthly Summary – April 2, 2018

Beginning in January 2019, BGSU is adding an optional Winter Session within Spring Semester 2019 to provide additional and flexible academic opportunities for students to study abroad, conduct research, or take an additional class. The Bursar's Office has requested several new Equation Engine processes to correctly assess student fees for Spring Semester 2019 (with separate line item(s) for Winter Session) and avoid excess credit fees where appropriate. During the past month, we completed the Development and Technical Specifications for the new Winter Session Equation Engine Processes. All of these new Equation Engine Processes have been copied from the MDL test environment into the DEV and QNA test Environments. We have created a Test Plan and scheduled initial user testing during April and May using fabricated test data. We will perform 2 weeks of Non-Integrated Office testing followed by 4 weeks of System Integration Testing between the Bursar's Office, Registration and Records, Financial Aid, Human Resources, Residence Life, Dining Services, Parking, FMS and Student Health Insurance. We are on schedule for implementation 11/18.

Past Month's Key Accomplishments

- Completed Development / Specifications for Equation Engines – 3/30
- Copied Equation Engines into QNA Test Environment – 3/30
- Created Test Plan for User Acceptance Testing

Upcoming Milestones

- Initial "Non-Integrated" User Testing (CSS92QNA) 04-02 – 04/13
- Initial "Integrated" User Testing (CSS92QNA) 4/16 - 5/15
- "Real" Winter Session Enrollments begin in PROD – Oct 15, 2018
- Final System Integration Testing - with "Real" Winter Session Enrollment
- Implementation – 11/18/2018

Project Milestones

Status	Week Beginning (Sunday Date)	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13	Oct-7	Oct-14	Oct-21	Oct-28	Nov-4	Nov-11	Nov-18
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	41	42	43	44	45	46	47
	Initialize																											
Cmplt	Project Planning	X	X	X																								
Cmplt	Project Kick-Off			X																								
Cmplt	Modelling - Winter Session Enrollment/Assessment				X	X	X																					
Cmplt	Modelling - Develop New Equation Engine(s)				X	X	X																					
	Analyze, Design, & Development																											
Cmplt	Perform Project Analysis	X	X																									
Cmplt	Develop Project Charter			X	X	X																						
Cmplt	Create Project Plan				X	X																						
Cmplt	Create Functional Specifications						X	X	X	X	X																	
Cmplt	Perform Development / Unit Testing										X	X	X	X														
	Testing																											
On Trk	Create Test Scripts																											
On Trk	User Testing QNA - with "Test" Data														X	X	X	X	X	X	X							
Nt Strtd	Production CSS - Enrollment for Winter Session																						X	X	X	X	X	X
Nt Strtd	Final Integrated Testing QNA - with "Real" Winter Data																							X	X	X	X	
	Implement																											
Nt Strtd	Create Go-Live Plan																											
Nt Strtd	Perform Communications to campus																											
Nt Strtd	Conduct Training																											
Nt Strtd	Implement Go-Live Plan																											
Nt Strtd	Update Knowledgebase																											★

BPR – Tuition Guarantee (ITS Tasks)

Project Status: GREEN

Monthly Summary – April 2, 2018

At the December meeting, the Board of Trustees approved the Falcon Tuition Guarantee program that will start with the first cohort in Fall 2018. This program will provide a guarantee that the general and instructional fee will remain constant for 4 years as long as the student complies with the requirements of the program. ITS will work with the business offices in order to ensure University applications can support the program.

Past Month's Key Accomplishments

- Participated in business office meetings to discuss the requirements for implementing the Falcon Tuition Guarantee program.
- UAT in QNA and PPD for the StarRez bio demo interface. Moved back to DEV for additional enhancements.
- UAT completed in QNA for Student Financials account summary changes.

Upcoming Milestones

- Complete UAT for Student Financials in PPD. Migrate to PROD.
- Complete enhancements to StarRez interface and migrate through UAT.
- Continue discussing how to use the system to address transfer students.
- Meet with Functional offices as needed for additional discussions.

Project Milestones

Status	Week Beginning (Sunday Date)	Dec-3	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13	May-20	May-27	Jun-3	Jun-10	Jun-17	Jun-24	Jul-1
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	Initialize																															
Cmplt	Project Planning	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Cmplt	Project Kick-Off		X																													
	Analyze, Design, & Development																															
Cmplt	Perform Project Analysis		X	X																												
Cmplt	Pop Select for populating the student group				X	X																										
Cmplt	Customize process to load student groups				X	X																										
Cmplt	Create query to remove students from student groups									X	X																					
On Trk	Update Student Financials account summary page													X	X	X	X	X	X	X	X											
On Trk	Update StarRez bio demo interface													X	X	X	X	X	X	X	X											
	Test																															
On Trk	Perform Testing				X	X				X	X	X		X	X	X	X	X	X	X	X											
On Trk	Perform Issue Resolution & Tracking				X	X				X	X	X		X	X	X	X	X	X	X	X											
	Implement																															
On Trk	Migrate to Production					X				X	X	X				X						X										

BPR - Maxient HCM Interface

Project Status: GREEN

Monthly Summary – April 2, 2018

This is a project to use the Maxient Behavior Management system for all BGSU employees. The third-party application is called Maxient and was chosen based on its use for students in the Dean of Students' office. The process created with this project will select employees based on criteria defined by the Office of Human Resources. Once selected, the employee data is formatted and the entire file is sent to the Maxient system. The system is a hosted application. Maxient has one record layout that is used for student bio-demo and academic data; discussions will take place with BGSU HR, Maxient and other institutions' HR offices who use Maxient to adapt the record for employee data.

Past Month's Key Accomplishments

- Startup Packet and Letter Templates sent to Maxient
- Received vendor approval for test file format
- Define report log for functional user

Upcoming Milestones

- Receive approval from Vendor for Startup Packet Config and Letters
- Complete UAT, move to PPD
- Complete communication configuration with imbedded links

Project Milestones

Status	Week Beginning (Sunday Date)	Nov-19	Nov-26	Dec-3	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	28
	Initialize																									
Cmplt	Project Planning	X	X	X	X																					
Cmplt	Design Solution		X	X	X																					
Cmplt	Project Kick-Off			X																						
	Analyze, Design, & Development																									
Cmplt	Finalize Technical Specs/Requirements		X	X	X	X	X	X	X	X	X															
On Trk	Process Development				X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
On Trk	Unit Test (DEV)						X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
On Trk	QNA Migration/Configuration														X	X	X	X	X	X	X	X				
	Test																									
On Trk	Setup Row Level and T/L Secuirty (QNA)								X	X	X	X	X	X	X	X	X	X	X	X	X	X				
On Trk	Delivered Process Configuration (QNA)								X	X	X	X	X	X	X	X	X	X	X	X	X	X				
On Trk	Testing/Defect Resolution (QNA)									X	X	X	X	X			X	X	X	X	X	X	X			
On Trk	PPD Migration/Configuration																	X	X	X	X	X	X			
On Trk	Testing/Defect Resolution (PPD)																			X	X	X	X			
	Implement																									
On Trk	Communication to Campus/Training																			X	X	X	X			
Nt Strtd	Production Configuration																					X	X	X	X	
Nt Strtd	Production Migration																									★
Nt Strtd	Execute New Process																									X

(BPR) Business Process Reviews

Project Status: GREEN

Monthly Summary – April 2, 2018

Several business units that are primary users of the PeopleSoft environments will be going through consultant lead business process reviews. The consultants performing these reviews will look at current business practices and offer options for best practice, automating, and using delivered functionality to improve these business processes as well as suggesting new business practices. These reviews took place in 2017 to prepare business units and ITS for functional improvement projects throughout 2018.

Past Month's Key Accomplishments

- HR BPR – 11 recommendations, 0 complete
- Grants BPR – 32 recommendations, 20 completed
- CSS BPR – 1 recommendation, 0 complete

Upcoming Milestones

- HR BPR – Maxient implementation project work
- HR BPR – RFI for enterprise wide training system
- Grants BPR – Multiple smaller project work
- Grants BPR – Start planning for Grants Portal
- CSS BPR – Tuition Guarantee Complete Phase 1
- CSS BPR – Review additional needs

Project Milestones

Status	Week Beginning (Sunday Date)	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13	May-20	May-27	Jun-3	Jun-10	Jun-17	Jun-24	Jul-1	Jul-8	Jul-15	Jul-22	Jul-29	Aug-5	Aug-12	Aug-19	Aug-26	Sep-2	Sep-9	Sep-16	Sep-23	Sep-30	Oct-7	Oct-14	Oct-21
	Week Number	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95
	Initialize																																						
Cmplt	HR BPR - Consultant selection																																						
Cmplt	HR BPR - Current state review (Discovery)																																						
Cmplt	HR BPR - Research processes (Analysis)																																						
Cmplt	HR BPR - Proposal (Recommendation)																																						
On Trk	HR BPR - Enhancements (Implement Change)	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Cmplt	Grants BPR - Consultant selection																																						
Cmplt	Grants BPR - Current state review (Discovery)																																						
Cmplt	Grants BPR - Research processes (Analysis)																																						
Cmplt	Grants BPR - Proposal (Recommendation)																																						
On Trk	Grants BPR - Enhancements (Implement Change)	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Cmplt	CSS BPR - Consultant selection																																						
Nt Strtd	CSS BPR - Current state review - Cancelled	x	x	x	x	x	x	x	x	x	x	x																											
Nt Strtd	CSS BPR - Research processes - Cancelled					x	x	x	x	x	x	x	x	x	x	x	x																						
Nt Strtd	CSS BPR - Proposal - Cancelled							x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	★																
On Trk	CSS BPR - Enhancements (Implement Change)	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x

Data Center Migration Project

Project Status: GREEN

Monthly Summary – April 2, 2018

The Data Center Migration project will consist of relocating the primary data center services from the existing data center located in Hayes Hall to the Buckeye Telesystems data center located in Toledo, Ohio. This project was started in July, 2015 and has a targeted end date of June 30, 2018. There are 10 different work streams that fall under this project. Each work stream will be managed as a separate, but interconnected project, and have a project Lead and project team assigned. The Director of IT Security & Infrastructure will have responsibility for managing the overall budget for the Data Center Migration project and all of its sub projects.

Past Month's Key Accomplishments

ACI Project: 100% completion.
Data Center Interconnect Project: 100% completed.
Load Balancer/Content Switch Project: 100% completed.
Firewall Project: 100% completion.
New Servers Project: 100% completion.
Storage Project: 100% completion.
Physical Data Center Setup 100% completed
SPLUNK Project: 100% completed.
Application Migration: 52% completion.
Server Moves to Huntington: Activities on hold pending resolution to air conditioning and humidity issues at Huntington. 30% completion.

Overall: All sub projects are now completed with the exception of the server moves to Huntington (hold) and the application moves to Buckeye.

Upcoming Milestones

- Continued work on other applications that are in UAT.
- Continue planning on other migrations for 2018 and ensuring this project remains a priority and resources can be scheduled to perform the migrations and testing required.

HCM Get Current 2018 Project

Project Status: GREEN

Monthly Summary – April 2, 2018

As defined by Oracle, the "get current" process involves updating an implementation to its latest incremental version tethered with a PeopleTools upgrade. Within BGSU's business processes, the spring semester is the best time for major work in the HCM environment; in 2018 the HCM Get Current will update our environment to PUM image 25 and PeopleTools 8.56, with a move to production the weekend of May 4th. This implementation will use a new inline methodology where each environment is upgraded in place. Depending on concurrent development, the PeopleSoft Testing Framework may be used for QNA testing, and 2-4 Fluid pages may be activated in HCM.

Past Month's Key Accomplishments

- Environment: HCMQNA environment upgrade complete
- Environment: HCMQNA smoke testing complete
- Testing: HCMQNA functional and integration testing underway
- Development: Fluid pages confirmed

Upcoming Milestones

- 4/16/18: Beginning of PPD testing
- 4/27/18: Completion of PPD testing
- 5/4/18: Move to Production

Project Milestones

Status	Week Beginning (Sunday Date)	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
	Initialize																			
Cmplt	Project Planning and Startup	X	X	X	X	X	X													
Cmplt	Project Kick-Off							X												
	Environment Builds and Upgrades																			
Cmplt	FIX Environment Build						X													
Cmplt	DEV Environment Upgrade						X													
Cmplt	QNA Environment Upgrade										X									
Nt Strtd	PPD Environment Upgrade															X				
	Development & Testing																			
Cmplt	Perform Development						X	X	X	X										
On Trk	Fluid Pilot Development						X	X	X	X	X	X	X	X	X					
On Trk	QNA Testing and Rework										X	X	X	X	X	X				
Nt Strtd	PPD Testing and Rework															X	X	X		
	Implement																			
Nt Strtd	Campus Communications																X	X	X	
Nt Strtd	Go-Live																		★	
Nt Strtd	Post-Go-Live Support																			X

Replace and Enhance Student Scheduling Software

Project Status: GREEN

Monthly Summary – April 2, 2018

Schedule Builder v.2.0.3 was installed successfully on December 10th. Discussions have been re-opened with High Point Mobile, the Schedule Builder vendor, to develop a custom application for BGSU. After scope planning with High Point, functional leads from Registration and Records and Academic Advising met to discuss product design details. The team is now reconciling BGSU's needs and wants against the architectural and contractual possibilities of the desired timeline. The executive direction given is to have the software designed, built, and installed for usage in fall 2018.

Past Month's Key Accomplishments

- Planning: Scope planning complete
- Procurement: Initial quote from vendor received
- Procurement: Technical specifications under review

Upcoming Milestones

- 4/30/18: Execute software contract to develop Degree Planner

Project Milestones

Status	Week Beginning (Sunday Date)	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13	May-20	May-27	Jun-3	Jun-10	Jun-17	Jun-24	Jul-1	Jul-8	Jul-15	Jul-22	Jul-29	Aug-5
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
	Replace Student Scheduling Software																																			
Cmplt	Collect Requirements and Obtain Product																																			
Cmplt	Install Schedule Builder in DEV and Migrate to QNA																																			
Cmplt	User Acceptance Testing																																			
Cmplt	Migrate to PPD																																			
Cmplt	Schedule Builder Production Migration	★																																		
	Obtain Degree Planning Software																																			
Cmplt	Gather Software Requirements		X	X	X	X	X	X																												
On Trk	Vendor Scoping and Negotiation								X	X	X	X	X	X	X	X	X	X	X																	
Nt Strtd	Technical Development																			X	X	X	X	X	X	X	X	X								
Nt Strtd	Product Delivery																											★								
	Implement Degree Planning Software																																			
Nt Strtd	Install Product in DEV																											X								
Nt Strtd	Migrate to QNA																												X							
Nt Strtd	User Acceptance Testing																												X	X	X	X	X			
Nt Strtd	Migrate to PPD																																	X	X	
Nt Strtd	Go-Live - System in Production																																			★

Move Remaining Continuing Ed Contracts

Project Status: GREEN

Monthly Summary – April 2, 2018

The Move Remaining Continuing Ed Contracts to OnBase project's objective is to update the existing Continuing Education contract process to allow Firelands and the Ice Arena to contract electronically via OnBase, creating a consistent BGSU business process for all colleges/departments. The development team has updated the solution based on testing feedback and HR, Firelands, and the Ice Arena will begin testing the solution this week with the expectation that it will be approved and moved into Production this month.

Past Month's Key Accomplishments

- Rework development has been completed

Upcoming Milestones

- User testing
- Approval
- Go-live

Project Milestones

Status	Week Beginning (Sunday Date)	Oct-15	Nov-19	Nov-26	Dec-3	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29
	Week Number	**1**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**	**16**	**17**	**18**	**19**	**20**	**21**	**22**	**23**	**24**	**25**	**26**	**27**	**28**	**29**
	Initialize																									
Cmplt	Project Planning	X																								
Cmplt	Project Kick-Off	X																								
	Analyze, Design, & Development																									
Cmplt	Perform Project Analysis	X																								
Cmplt	Create Project Design/Specifications Requirements	X																								
Cmplt	Perform Development		X	X	X	X																				
	Test																									
Cmplt	Create Test Scripts/Training Doucmentation					X	X																			
Cmplt	Develop Training						X	X																		
Cmplt	Perform Testing							X	X	X	X	X	X									X	X	X	X	
On Trk	Perform Issue Resolution & Tracking													X	X	X	X	X	X	X	X	X	X	X	X	
	Implement																									
Nt Strtd	Project Go-Live																									★

Graduate Contracting App Upgrade

Project Status: GREEN

Monthly Summary – April 2, 2018

The Graduate Contracting Application Upgrade project's objective is to streamline and update the existing Graduate Assistant contracting process in order to eliminate manual data updating/syncing and to increase reporting efficiency. Phase 3 of development continues as the last two WRL reports approach completion. The project end date has been extended to the end of April in order to accommodate the functional lead who was out of the office for a number of weeks.

Past Month's Key Accomplishments

- WRL development continues
- User testing continues

Upcoming Milestones

- Completing WRL development
- WRL user testing and moving to Production

Project Milestones

Status	Week Beginning (Sunday Date)	Jan-15	Oct-15	Oct-22	Oct-29	Nov-5	Nov-12	Nov-19	Nov-26	Dec-3	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29
	Week Number	1	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68
	Initialize																														
Cmplt	Project Planning/Kick-Off	X																													
	Analyze, Design, & Development																														
Cmplt	Create Project Design/Specifications Requirements	X																													
Cmplt	Perform Development - Delivery 1																														
Cmplt	Business Process Documentation																														
Cmplt	Perform Development - Delivery 2																														
On Trk	Perform Development - Delivery 3		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		
	Test																														
Cmplt	Perform Testing - Delivery 1																														
Cmplt	Testing Issue Resolution Delivery 1																														
Cmplt	Perform Testing - Delivery 2																														
Cmplt	Testing Issue Resolution Delivery 2																														
On Trk	Perform Testing - Delivery 3						X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
On Trk	Testing Issue Resolution Delivery 3																		X	X	X	X	X	X	X	X	X	X	X	X	X
	Implement																														
Cmplt	Go-Live (Delivery 1)																														
Cmplt	Go-Live (Delivery 2)																														
Nt Strtd	Go-Live (Delivery 3)																														★

Enterprise Training System RFI

Project Status: GREEN

Monthly Summary – April 2, 2018

The Enterprise Training System RFI project's objective is to review the wider institutional needs of a University-wide training platform by gathering requirements and determining which vendors offer an appropriate solution/application. The project team consists of ten departments from around the University. The team met and defined the system requirements as well as a general time. Purchasing has submitted the RFI and vendor responses are due around the middle of the month

Past Month's Key Accomplishments

- Project kick-off has been completed
- Specification and requirements have been collected
- RFI has been submitted

Upcoming Milestones

- RFI wrap-up
- RFI evaluation

Project Milestones

Status	Week Beginning (Sunday Date)	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13	May-20	May-27
	Week Number	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**
	Initialize													
Cmplt	Project Planning/Kick-Off	X	X											
	Analyze, Design, & Development													
Cmplt	Create Project Design/Specifications Requirements		X	X	X									
On Trk	Submit RFI/Vendors Respond					X	X							
Nt Strtd	Evaluate Responses							X	X	X	X			
Nt Strtd	Pursue RFQ if Required										X	X	X	
Nt Strtd	Final Vendor Selection													★

Slate for Undergraduate Admissions

Project Status: GREEN

Monthly Summary – April 2, 2018

This project is to implement Slate to serve as the undergraduate Office of Admissions CRM starting in April 2018 to begin recruiting the Fall 2019 incoming class. The goal of this project will be to progressively replace the current homegrown system, UAS. The scope of this initial phase will be to use Slate for CRM and communication activities. Admissions will continue their current processes for application review. The project is currently on schedule and trending green.

Past Month's Key Accomplishments

- Development continues in order to meet the needs of Slate configuration. The number of changes necessary in order to meet our configuration of the database has pushed back the initial migration date of 4/8 to 4/22.
- Slate mapping of fields in progress by the Admissions team.

Upcoming Milestones

- Continue setup and configuration of the Slate database.
- Complete development activities.
- Proceed through the roadmap tasks.

Project Milestones

Status	Week Beginning (Sunday Date)	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8
	Week Number	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**	**16**	**17**	**18**
	Initialize																		
Cmplt	Project Planning	X	X	X	X	X	X	X	X	X	X	X	X						
Cmplt	Project Kick-Off	X																	
	Analyze, Design, & Development																		
Cmplt	Perform Project Analysis						X	X	X	X	X								
Cmplt	Create Project Design/Specifications Requirements								X	X	X	X	X	X	X				
Cmplt	Perform Development									X	X	X	X	X	X				
	Test																		
On Trk	Create Test Scripts										X	X	X	X	X				
On Trk	Perform Testing										X	X	X	X	X	X	X	X	
On Trk	Perform Issue Resolution & Tracking										X	X	X	X	X	X	X	X	
	Implement																		
Nt Strtd	Create Go-Live Plan															X	X		
Nt Strtd	Perform Communications to campus															X	X	X	X
Nt Strtd	Conduct Training																		X
Nt Strtd	Implement Go-Live Plan																		★
Nt Strtd	Update Knowledgebase																		X

Change Course Materials Software to Verba

Project Status: GREEN

Monthly Summary – April 2, 2018

The Change Course Materials Software to Verba project's objective is to replace the existing course materials adoption and comparison application (Sidewalk Hero) with Verba Connect and Compare, prompted by Verba's acquisition and subsequent shutdown of Hero. The project team developed, tested, and implemented the new Verba system ahead of Hero's shutdown date, avoiding any negative impact to students and faculty members. Given the compressed timeframe, some functionality was limited to the delivered features and the project team is currently developing the 2nd phase functionality, expected to be released by the end of April.

Past Month's Key Accomplishments

- Development completed
- Testing completed
- Initial Verba go-live completed

Upcoming Milestones

- Development of phase 2 functionality
- Testing of phase 2 functionality
- Phase 2 go-live

Project Milestones

Status	Week Beginning (Sunday Date)	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29
	Week Number	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
	Initialize										
Cmplt	Project Planning	X									
Cmplt	Project Kick-Off	X									
	Analyze, Design, & Development										
Cmplt	Create Project Design/Specifications Requirements	X	X								
Cmplt	Perform Development	X	X	X							
On Trk	Perform Phase 2 Development					X	X	X	X		
	Test										
Cmplt	Perform Testing			X	X						
Nt Strtd	Perform Phase 2 Testing								X	X	X
	Implement										
Cmplt	Perform Communications to campus				X						
Cmplt	Conduct Training				X						
Cmplt	Implement Go-Live Plan				★						
Nt Strtd	Implement Phase 2 Go-Live Plan										★

Falcon Club Analysis and Improvements

Project Status: GREEN

Monthly Summary – April 2, 2018

The Falcon Club is a special designation given to donors of the Athletic Program through an annual membership and is used to attract key University donors. The project was requested in order to evaluate and analyze the Falcon Club membership program with the goal of generating a number of suggested improvements. Over the past month, we took a different approach by defining and drafting a list of rules or terms for becoming a Falcon Club member. We are meeting with the 3 key groups involved to review these rules. This information will be the key drivers and inputs to start the framework for future project to develop a membership website.

Past Month's Key Accomplishments

- Completed the second round of meetings with the principals.
- Started the web page mock-ups

Upcoming Milestones

- Obtain approvals by the principals on the final web page designs
- Close project

Project Milestones

Status	Week Beginning (Sunday Date)	Oct-22	Oct-29	Nov-5	Nov-12	Nov-19	Nov-26	Dec-3	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29
	Week Number	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**	**16**	**17**	**18**	**19**	**20**	**21**	**22**	**23**	**24**	**25**	**26**	**27**	**28**
	Initialize																												
Cmplt	Project Planning	X	X																										
Cmplt	Develop Scope Document	X	X																										
Cmplt	Project Kick-Off		X																										
	Analyze, Design, & Development																												
Cmplt	Determine Data Requirements			X	X	X	X	X																					
Cmplt	Analyze & Design Workshops				X	X	X	X	X	X	X	X	X	X															
On Trk	Develop Deliveable Documents													X	X	X	X	X	X	X	X	X	X						
	Present Findings																												
Nt Strtd	Present Findings																												

Design & Construction Workflow Conversion

Project Status: GREEN

Monthly Summary – April 2, 2018

The Design & Construction Workflow Conversion project's objective is to redesign the database that stores building drawings and other capital project documents to better match the current Design & Construction business process. The initial development and the first round of user testing was completed last month. Design and Construction is working through their final testing phase, with the goal of approving and migrating the system to production by the end of the month.

Past Month's Key Accomplishments

- Development has been completed

Upcoming Milestones

- Completion of testing
- Go-live

Project Milestones

Status	Week Beginning (Sunday Date)	Oct-22	Oct-29	Nov-5	Nov-12	Nov-19	Nov-26	Dec-3	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
	Initialize																												
Cmplt	Project Kick-Off	X																											
	Analyze, Design, & Development																												
Cmplt	Create Project Design/Specifications Requirements	X	X	X	X	X																							
Cmplt	Develop Sandbox Solution		X	X	X	X																							
Cmplt	Perform Development						X	X	X	X	X	X	X	X	X	X	X	X	X	X	X								
	Test																												
On Trk	Perform Testing																					X	X	X	X	X			
On Trk	Perform Issue Resolution & Tracking																								X	X	X	X	
	Implement																												
Nt Strtd	Implement Go-Live Plan																												★

Adobe Campaign Email Solution

Project Status: YELLOW

Monthly Summary – April 2, 2018

The project involves implementing a new email campaign utility for BGSU called Adobe Campaign (AC). AC is a hosted application that is highly configurable. It will replace the home-grown email utility that Marketing and Communications has used for years to send bulk emails. After being unable to move forward with Adobe, we have moved to a new implementation partner. We recently kicked off the new engagement and have begun the process of reviewing our current environment.

Past Month's Key Accomplishments

- Finish Date Load/ETL Development
- Start Data Load/ETL Testing
- Finish Campaign Development
- Start testing Campaigns

Upcoming Milestones

- Complete testing
- Schedule move to production
- Vendor on-site for training/knowledge transfer

Project Milestones

Status	Week Beginning (Sunday Date)	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13	May-20	May-27	Jun-3
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22
	Initialize																						
Cmplt	Project Planning	X	X	X	X	X																	
Cmplt	Project Kick-Off			X																			
	Analyze, Design, & Development																						
Cmplt	Review Current Setup of ACS			X	X	X																	
Cmplt	Update Data Workflows as needed					X	X	X															
On Trk	Develop Campaigns							X	X	X	X	X	X	X	X	X	X	X					
	Test																						
At Rsk	Test Data Import Process						X	X	X	X	X												
At Rsk	Test Subscription Center									X	X	X	X										
On Trk	Test Camapgin Workflows									X	X			X	X		X	X					
On Trk	Perform Issue Resolution & Tracking											X	X		X	X		X	X				
	Implement																						
Cmplt	Create Go-Live Plan				X	X	X	X	X														
On Trk	Knowledge Transfer							X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Nt Strtd	Implement Go-Live Plan																						★

Graduate College Form Automation

Project Status: GREEN

Monthly Summary – April 2, 2018

The Graduate College Form Automation project's objective is to convert 20+ of the Graduate College's forms into electronic forms with automated workflows and archival into OnBase. As of this date, 23 forms have been developed and have resulted in approximately 500 electronically completed forms routed to the Graduate College for processing. BGSU is working with the vendor, DocuSign, to fix a number of application bugs that are preventing the team from moving forward on the 4 remaining forms. The bug fixes were delayed and are now expected to be completed in May.

Past Month's Key Accomplishments

- Working with DocuSign on bug fixes in order to complete the remaining forms

Upcoming Milestones

- DocuSign to complete bug fixes
- Development of the 4 remaining forms
- User testing of remaining forms

Project Milestones

Status	Week Beginning (Sunday Date)	May-7	Oct-29	Nov-5	Nov-12	Nov-19	Nov-26	Dec-3	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13	May-20	May-27
	Week Number	1	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56
	Initialize																																
Cmplt	Project Planning	X																															
Cmplt	Project Kick-Off																																
	Analyze, Design, & Development																																
Cmplt	Perform Project Analysis																																
Cmplt	Create Project Design/Specifications Requirements																																
On Trk	Perform Development		X	X	X	X	X	X	X	X	X	X	X	X	X	X									X	X	X	X					
	Test																																
On Trk	Perform Testing		X	X	X	X	X	X	X	X	X	X	X	X	X	X												X	X	X	X		
On Trk	Perform Issue Resolution & Tracking		X	X	X	X	X	X	X	X	X	X	X	X	X	X												X	X	X	X	X	
	Implement																																
On Trk	Implement Go-Live Plan			★				★							★		★																★

Automate Agilon One Access

Project Status: GREEN

Monthly Summary – April 2, 2018

Restructure the current process for requesting and granting access to Agilon One. This includes standardizing the process, converting it from a manual paper process to an electronic process with an approval workflow. It also includes transitioning the security administration from the ITS application support team to the ITS security team.

Past Month's Key Accomplishments

- Completed design of workflow
- Completed creation of new security group configuration

Upcoming Milestones

- Build automation workflow
- Create custom user groups and apply permissions

Project Milestones

Status	Week Beginning (Sunday Date)	Nov-5	Nov-12	Nov-19	Nov-26	Dec-3	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
	Initialize																												
Cmplt	Project Planning	X																											
Cmplt	Project Kick-Off	X																											
	Analyze, Design, & Development																												
Cmplt	Design Automation workflow		X	X	X	X	X	X	X	X	x	x																	
Cmplt	Determine Group configuration		X	X	X	X	X	X	X	X	x	x																	
On Trk	Build workflow												X	X	X	X	X	X	X	X	X	X	X						
On Trk	Create custom groups												X	X	X	X	X	X	X	X	X	X	X						
	Test																												
Nt Strtd	Test Workflow																							X	X	X			
Nt Strtd	Test group access																							X	X	X			
	Implement																												
Nt Strtd	Create Go-Live Plan																										x		
Nt Strtd	Perform Communications to campus																											x	
Nt Strtd	Implement Go-Live Plan																												★

Agilon One Report Library

Project Status: GREEN

Monthly Summary – April 2, 2018

Reports are being designed for self-service use from the Web Report Library. The first report, the DOD self-service report, has been completed and is being implemented. Specifications are now being collected for a series of reports that will be created for additional departments across campus in accordance with the approved template used to create the DOD report.

Past Month's Key Accomplishments

- DOD report has been completed and is being reviewed by alumni
- Initial discussion for the requirements of additional reports has begun

Upcoming Milestones

- Finalize the list of requirements for the additional departmental reports
- Build additional reports within the Web Report Library in accordance with the standards established by the DOD report

Project Milestones

Status	Week Beginning (Sunday Date)	20-Aug	27-Aug	3-Sep	10-Sep	17-Sep	24-Sep	1-Oct	8-Oct	15-Oct	22-Oct	29-Oct	5-Nov	12-Nov	19-Nov	26-Nov	3-Dec	10-Dec	17-Dec	24-Dec	31-Dec	7-Jan	14-Jan	21-Jan	28-Jan	4-Feb	11-Feb	18-Feb	25-Feb	4-Mar	11-Mar	18-Mar	25-Mar	1-Apr	8-Apr	15-Apr	22-Apr	29-Apr
	Week Number	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**	**16**	**17**	**18**	**19**	**20**	**21**	**22**	**23**	**24**	**25**	**26**	**27**	**28**	**29**	**30**	**31**	**32**	**33**	**34**	**35**	**36**	**37**
Cmplt	Phase one (DOD report)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	★								
Cmplt	Collect Reoprt Requirements	X	X	★																																		
Cmplt	Development					X	X	X	X	X	X	★																										
Cmplt	Test Report											X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
On Trk	Implement Report																													★								
On Trk	Phase Two (additional reports)																									X	X	X	X	X	X	X	X	X	X	X	X	★

HBO Go SSO and Apogee Interface

Project Status: GREEN

Monthly Summary – April 2, 2018

The Infrastructure team is already working on a single sign on integration with Apogee for HBO Go. Along with the single sign on, they will require a daily sftp file upload of the usernames of all students who live on campus. A custom interface to select all residential students for the current term, format the data needed for the HBO Go system (Apogee) and define a secure process to transmit the data. The ITS team has developed the backend data feed to Apogee from the CSS environment, successfully tested, and promoted the code to production on 3/4. The final steps of this project is to complete testing of the authentication sign-out process.

Past Month's Key Accomplishments

- The solution for HBO2GO using authentication-only in CAS has been finalized and tested.
- Determining timing for the move to production for authentication

Upcoming Milestones

- Apogee will migrate the SSO process to production in time for HBO's June QA sprint.
- Final smoke testing and soft launch production scheduled for the middle of May

Project Milestones

Status	Week Beginning (Sunday Date)	Nov-26	Dec-3	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29
	Week Number	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**	**16**	**17**	**18**	**19**	**20**	**21**	**22**	**23**
	Initialize																							
Cmplt	Project Planning	X	X																					
Cmplt	Project Kick-Off			X																				
	Analyze, Design, & Development																							
Cmplt	Perform Project Analysis				X	X	X	X																
Cmplt	Develop Scope Document					X	X	X																
Cmplt	Create Project Design/Specifications Requirements						X	X	X															
Cmplt	Perform Development								X	X	X	X	X											
	Test																							
Cmplt	Create Test Schedule/Cycles							X	X	X	X													
Cmplt	Create Test Scripts								X	X	X													
Cmplt	Perform Testing										X	X	X	X	X	X								
On Trk	Perform Issue Resolution & Tracking SSO												X	X	X	X	X	X	X	X	X			
	Implement																							
Cmplt	Create Production Go-live Plan														X									
Cmplt	Migration of Custom Interface to production															★								
On Trk	Smoke testing of authentication sign-off																X	X	X	X	X			
Nt Strtd	Update Knowledgebase																				X	X	X	★

NSC Interface Modifications

Project Status: YELLOW

Monthly Summary – April 2, 2018

Registration and Records requested several changes to the National Student Clearinghouse (NSC) Enrollment Interface to maintain compliance with Federal Financial Aid Reporting. They requested changes to resolve data issues with Enrollment Status, Graduate Information, Foreign Addresses, and Program Data. In order to maintain more than 90% compliance as an institution, Registration and Record is making manual updates to the current NSC Interface to resolve the data issues. We need to modify the NSC Enrollment Interface to accurately report financial aid data to National Student Loan Data System (NSLDS) and avoid manual corrections to the interface file. During the past month, we continued Development / Unit Testing for the NSC Enrollment Interface modifications. Development is 2 weeks behind schedule due to complexity of the NSC Enrollment Interface program. Sue Lau granted additional development time to complete the modifications. User Testing will also be very complex. We had originally planned 6-7 weeks for user testing. If user testing cannot be completed in remaining 4-5 weeks, we need to discuss alternative go live dates.

Past Month's Key Accomplishments

- CSS Development / Unit Testing (In Progress) – 70% Complete

Upcoming Milestones

- Development and Unit Testing 02/12/2018 – 04/6/2018
- User Acceptance Testing 04/9/2018- 05/10/2018
- Implementation in Production CSS – 05/13/2018

Project Milestones

Status	Week Beginning (Sunday Date)	Dec-3	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
	Initialize																								
Cmplt	Project Planning	X	X	X	X	X	X																		
Cmplt	Project Kick-Off							X																	
	Analyze, Design, & Development																								
Cmplt	Perform Project Analysis						X	X	X	X															
Cmplt	Develop Scope Document						X	X																	
Cmplt	Create Functional Specifications							X	X	X	X														
At Rsk	Perform Development / Unit Testing											X	X	X	X	X	X	X	X						
	Test																								
Cmplt	Create Test Schedule/Cycles											X	X												
Cmplt	Create Test Scripts													X	X	X									
At Rsk	Perform User Testing																			X	X	X	X	X	
At Rsk	Perform Issue Resolution & Tracking																			X	X	X	X	X	
	Implement																								
Nt Strtd	Create Go-Live Plan																					X			
Nt Strtd	Perform Communications to campus																						X		
Nt Strtd	Implement Go-Live Plan																								X
Nt Strtd	Update Knowledgebase																								★

HEI Interfaces and Modifications

Project Status: GREEN

Monthly Summary – April 2, 2018

The Higher Education Information (HEI) System is a comprehensive relational database that includes student enrollment, course, financial aid, personnel, facilities, and financial data which is submitted by Ohio's colleges and universities. This data is used for a variety of purposes that include: reporting on higher education outcomes, funding formula, financial aid program support, policy analysis, and strategic planning. As of Fall Semester 2017, the Ohio Department of Higher Education released new File Layouts for several HEI Interfaces and BGSU needs to modify the following files: 1) AP – Academic Program, 2) AC – Alternative Credit, 3) CN – Course Enrollment, 4) CU – Credit Update, 5) DC – Degrees / Certificates Earned, 6) SE – Student Entrance, 7) SN – Student Enrollment and 8) ST – Course Sections Taught. In addition, we need to modify the corresponding point in time extracts (HEI DEMO and HEI CRSE) that are used when building the HEI Interface files. Registration and Records identified 2 additional HEI Interface Files that need to be modified to resolve outstanding issues: OC – Off Campus Course Sections and CI – Course Inventory.

Past Month's Key Accomplishments

- Created Functional Spec Documentation (SN, AC, CN, OC, CU)– 3/30
- Completed Development / Unit Testing (CI, AP, DEMO/CRSE, SE, SN)
- Installed HEI "CI" Interface Mods into PROD CSS – 3/4/2018
- Started Development (AC)

Upcoming Milestones

- Complete Functional Spec Documentation (ST, DC)
- Finish Development and Unit Testing – 4/30/2018
- User Acceptance Testing – 5/10/2018
- Implementation in Production CSS – 05/13/2018 (Firm Date)

Project Milestones

Status	Week Beginning (Sunday Date)	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13
	Week Number	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**	**16**	**17**	**18**	**19**	**20**	**21**	**22**	**23**
	Initialize																							
Cmplt	Project Planning	X	X	X	X	X																		
Cmplt	Project Kick-Off		X																					
	Analyze, Design, & Development																							
Cmplt	Perform Project Analysis					X	X	X	X	X	X													
Cmplt	Create Project Charter						X	X	X	X	X	X												
On Trk	Create Project Design / Functional Specifications								X	X	X	X	X	X	X	X	X	X						
On Trk	Perform Development / Unit Testing										X	X	X	X	X	X	X	X	X	X	X	X		
	Test																							
Cmplt	Create Test Schedule/Cycles												X											
Cmplt	Create Test Scripts												X											
On Trk	Perform User Testing												X	X	X	X	X	X	X	X	X	X	X	
On Trk	Perform Issue Resolution & Tracking												X	X	X	X	X	X	X	X	X	X	X	
	Implement																							
Nt Strtd	Create Go-Live Plan																						X	
Nt Strtd	Implement Go-Live Plan																							X
Nt Strtd	Update Knowledgebase																							★

Cisco CirQLive & Spark

Project Status: GREEN

Monthly Summary – April 2, 2017

The project is currently on schedule. We completed the integration of CirQLive into both WebEx and Canvas test environments. We ran into a few issues with the integration into the WebEx test environment. These issues have been resolved and user access has been granted to both test environments. Testing is about two weeks behind schedule but we have adjusted the testing schedule.

Past Month's Key Accomplishments

- LTI Configuration into Canvas Test has been installed
- Finalized a testing plan and granted access to testing group

Upcoming Milestones

- Complete Testing
- Conduct CirQLive training
- Finish Go-Live Plan
- Perform Communications to campus

Project Milestones

Status	Week Beginning (Sunday Date)	On Hold	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13
	Week Number		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
	Initialize																								
Cmplt	Project Planning	X																							
Cmplt	Project Kick-Off	X																							
	Analyze, Design, & Development																								
Cmplt	Create Project Design/Specifications Requirements	X	X	X	X																				
Cmplt	Develop Charter					X																			
Cmplt	SSO Intergration						X	X	X	X															
Cmplt	Install LTI Configuration into Canvas Test										X	X	X												
	Test																								
Cmplt	Create Test Schedule/Cycles													X	X										
Cmplt	Create Test Scripts													X	X										
At Rsk	Perform Testing															X	X	X	X	X	X				
At Rsk	Perform Issue Resolution & Tracking															X	X	X	X	X	X				
	Implement																								
On Trk	Create Go-Live Plan																X	X	X						
Nt Strtd	Perform Communications to campus																					X			
Nt Strtd	Conduct Training																			X	X				
Nt Strtd	Implement Go-Live Plan																					X	X	X	X
Nt Strtd	Update Knowledgebase																								★

Library OCLC Tipasa Migration

Project Status: GREEN

Monthly Summary – April 2, 2018

Tipasa is a new cloud-based solution provided by our existing library vender OCLC. This solution streamlines the inter library loan process which will reduce the number of manual steps required to process loan requests made by BGSU students and staff, as well as requests made by other libraries. Project involves a 6-8 week migration from Illiad to Tipasa led by OCLC's Services team. ITS has been asked to assist with the SSO and patron load process. The rest of the migration and training will be handled by OCLC. Unlike the current patron load file, we will be sending over changes only. This complicates the interface which could lead to longer development time. In addition, development resources are not readily available to do the necessary work which could lead to a delay in delivery.

Past Month's Key Accomplishments

- OCLC configured authentication in test environment
- BGSU completed SSO set up for test environment
- ITS has been working with Library to gather patron data requirements

Upcoming Milestones

- BGSU develops patron load process
- BGSU loads patron data and gets reviewed by OCLC
- Because of resource constraints, a new delivery date may need to be determined

Project Milestones

Status	Week Beginning (Sunday Date)	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13	May-20	May-27	Jun-3	Jun-10	Jun-17
	Week Number	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**	**16**	**17**	**18**	**19**	**20**	**21**	**22**	**23**
	Initialize																							
Cmplt	Project Planning	X	X	X	X																			
Cmplt	Develop Scope Document			X	X	X																		
Cmplt	Project Kick-Off																							
	Analyze, Design, & Development																							
On Trk	Determine Data Requirements						X	X	X	X														
At Rsk	Create Project Design/Specifications										X	X	X	X	X									
Nt Strtd	Perform Development															X	X	X	X					
	Test																							
Nt Strtd	Create Test Plan/Scripts																	X	X					
Nt Strtd	Perform Testing																			X	X	X		
Nt Strtd	Perform Issue Resolution & Tracking																				X	X		
	Implement																							
Nt Strtd	Plan Migration																				X			
Nt Strtd	Create Training Documentation																					X	X	
Nt Strtd	Migrate Development to Production																							X
Nt Strtd	Go-Live																							★

Career Center - Handshake

Project Status: GREEN

Monthly Summary – April 2, 2018

This is a project to replace the Career Center software as part of the Falcon Flight Plan for all students. The third-party application is called Handshake and was chosen with a previously executed RFQ process. The process created with this project will select students who have a campus email and are either currently enrolled, enrolled for a future term or earned a degree in the last two years. Once selected, the student academic data is formatted into a CSV file and an HTTPS command is executed to send the entire file to the Handshake system. The system is a hosted application. It will also support vendors/employers who wish to search the student data for career, program and plan information.

Past Month's Key Accomplishments

- Completed Cloud Assessment form reviewed by BGSU Security
- QNA testing completed by the Student Records Subject Matter Expert
- Research CSS URL transmission process

Upcoming Milestones

- Configure Handshake for Kiosk usage with BGSU ID-Card
- Plan for migration to PPD
- User to complete academic data mapping process in Handshake

Project Milestones

Status	Week Beginning (Sunday Date)	Jul-2	Aug-1	Aug-31	Sep-30	Oct-30	Nov-5	Nov-12	Nov-19	Nov-26	Dec-3	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13	May-20
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34
	Initialize																																		
Cmplt	Project Planning	X	X																																
Cmplt	Project Kick-Off		X																																
	Vendors																																		
Cmplt	Load Vendors from Symplicity		X							X																									
Cmplt	Set up Third Party Credit Card - Stripe		X								X																								
Cmplt	Set up the Job Fair and On Campus Events									X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X									
On Hld	Launch Vendors																													X					
On Trk	Perform Issue Resolution & Tracking									X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
	Students																																		
Cmplt	Determnine student attributes for the interface		X	X	X	X	X	X	X	X	X	X	X	X	X	X																			
Cmplt	Create Test student file				X	X	X	X	X	X	X																								
On Trk	Determine/Configure Transmission Method					X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
Cmplt	Submit and Confirm TEST student file to Handshake										X	X	X	X	X	X	X																		
Cmplt	Submit and Confirm FULL student file to Handshake													X	X	X	X	X	X	X	X	X	X	X	X										
On Trk	Create and Test automated Student interface--DEV																			X	X	X	X	X	X	X	X	X	X	X	X				
On Trk	Confirm automated interface--QNA																								X	X	X	X	X	X	X				
Cmplt	QNA Migration/Configuration																				X	X	X	X	X										
On Trk	Confirm automated interface--PPD																								X	X	X	X	X	X	X				
On Trk	PPD Migration/Configuration																									X	X	X	X	X	X				
Cmplt	Define security roles/ Cloud Assessment					X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X										
Nt Strtd	Launch Students																																X	X	
Nt Strtd	Production Configuration																																X	X	
Nt Strtd	Production Migration																																	X	
On Trk	Perform Issue Resolution & Tracking																		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
	Technical																																		
Cmplt	Whitelist the Handshake addresses	X																																	
Cmplt	Connect SSO using CAS		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X																		
Cmplt	Confirm SSO								X	X	X	X	X	X	X	X	X																		
On Trk	Add Career Center Staff and Train									X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X			
Nt Strtd	Project Completed																																	★	

Upgrade CBORD FSS

Project Status: GREEN

Monthly Summary – April 2, 2018

This is a project to upgrade the CBORD Food Service Suite software. This third-party application is used for inventory control, food ordering and accessing a web site for menu ingredients, as well as interfacing with the Chartwells and Sequoia systems. The project will address these items of concern: how to handle desktop upgrades, what is the latest architecture of CBORD and what is best for BGSU, develop a CBORD test site, integration of sales data from Sequoia, making sure any food vendors' interfaces still work with the upgrade. The upgrade is to be completed by May, 2018.

Past Month's Key Accomplishments

- Download the chosen CBORD Upgrade Application version
- Configure the testing laptop with CBORD test application
- Send Nutrition database to CBORD for configuration

Upcoming Milestones

- Complete the development of test/production application environments
- Begin the testing of test scripts for all system touchpoints
- Install the chosen version of the application on all desktops

Project Milestones

Status	Week Beginning (Sunday Date)	Oct-15	Oct-22	Oct-29	Nov-5	Nov-12	Nov-19	Nov-26	Dec-3	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13	May-20
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32
	Initialize																																
Cmplt	Project Planning								X	X	X	X	X	X	X																		
Cmplt	Project Kick-Off													X																			
	Analyze, Design, & Development																																
On Trk	Build Test Environment																X	X	X	X	X	X	X	X	X	X							
Cmplt	Determine Interface Revisions									X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X								
On Trk	Configure Test Environment									X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X							
On Trk	Build Production Environment									X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X					
On Trk	Configure Production Environment																							X	X	X	X	X	X	X	X	X	X
	Test																																
Cmplt	Create Testing Scripts													X	X	X	X	X	X	X	X	X	X										
On Trk	Configure Application on Dining Desktops																						X	X	X	X	X	X	X	X	X	X	X
On Trk	Perform Issue Resolution & Tracking																						X	X	X	X	X	X	X	X	X	X	X
	Implement																																
Nt Strtd	Create Go-Live Plan																													X	X	X	X
Nt Strtd	Perform Communications to campus																															X	
Nt Strtd	Conduct Training																														X	X	
Nt Strtd	Implement Go-Live Plan																															X	★

Online Giving Credit Card Processing Consolidation

Project Status: GREEN

Monthly Summary – April 2, 2018

The Controller's Office would like to move all credit card processing related to online giving, etc. from Paypal to Authorize.net. This would allow us to have one credit card processor instead of two. We need to review and develop the integration between the new processor and Agilon for processing these transactions.

Past Month's Key Accomplishments	Upcoming Milestones
• N/A	• Define scope of the project • Define timeline for this project

The scope of this project is changing. We plan to:

1. Remove Phonathon from the scope of this project. They will remain on authorize.net
2. Put CCon migration to authorize.net on hold until after 4.5 has been released in the fall. We will include the migration to authorize.net as part of the upgrade.
3. Create three phases to the consolidation
   - Calls w/o walls
   - Falcon funded
   - Giving day

Cloud-StarRez 10.4

Project Status: GREEN

Monthly Summary – April 2, 2018

The Residence Life Department uses StarRez to handle Housing applications, bookings, payments, reporting and other options to ensure students obtain housing. Currently the department is on version 9.6. However, we need to move to version 10.4. This version is a web-based platform and fully supported by the StarCare cloud.

Past Month's Key Accomplishments

- Completed testing scripts

Upcoming Milestones

- Perform development
- Create testing schedules
- Begin Testing

Project Milestones

Status	Week Beginning (Sunday Date)	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13	May-20	May-27	Jun-3	Jun-10	Jun-17	Jun-24	Jul-1
	Week Number	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**	**16**	**17**	**18**	**19**	**20**	**21**	**22**	**23**	**24**	**25**
	Initialize																									
Cmplt	Project Planning	X	X																							
Cmplt	Project Kick-Off		X																							
	Analyze, Design, & Development																									
Cmplt	Perform Project Analysis			X																						
Cmplt	Create Project Design/Specifications Requirements				X	X	X																			
On Trk	Perform Development						X	X	X	X	X	X	X	X												
	Test																									
On Trk	Create Test Schedule/Cycles												X													
Cmplt	Create Test Scripts												X													
Nt Strtd	Perform Testing												X	X	X	X	X	X	X	X						
Nt Strtd	Perform Issue Resolution & Tracking																			X	X	X				
	Implement																									
Nt Strtd	Create Go-Live Plan																					X	X	X		
Nt Strtd	Perform Communications to campus																								X	
Nt Strtd	Conduct Training																							X	X	
Nt Strtd	Implement Go-Live Plan																									★

Lenel Access Control - Analysis and Recommendations

Project Status: GREEN

Monthly Summary – April 2, 2018

BGSU's current Door Access Standard for Academic Buildings and Non-Residential Buildings has been in place with modifications since 1991. This project will entail a thorough analysis and review of BGSU's current use of building access control systems, with the goal of centralizing the administration within Campus Operations for academic/administrative access and Student Affairs for student-related access. The results of this will be recommendations on how to consolidate systems using Lenel as the single source of building access, as well as review RFID access options utilizing the BG1 card.

Past Month's Key Accomplishments

- Research: Acquisition of RFID card samples
- Research: Campus Ops current-state process list created
- Research: Residence Life current-state process list under revision

Upcoming Milestones

- April-May: Continuation of current-state process mapping

Project Milestones

Status	Week Beginning (Sunday Date)	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13	May-20	May-27	Jun-3	Jun-10	Jun-17	Jun-24
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
	Initialize and Design																							
Cmplt	Project Planning and Startup	X	X	X																				
Cmplt	Assemble Project Team			X	X																			
Cmplt	Project Kick-Off				X																			
Cmplt	Obtain Shared Administration Agreement					X	X	X	X															
	Research and Analysis																							
Cmplt	Research RFID Card Specifications				X	X	X																	
On Trk	Engage Lenel for Consultation				X	X	X	X	X	X	X	X	X	X										
On Trk	Conduct Current Process Documentation									X	X	X	X	X	X	X	X	X						
	Recommendations																							
Nt Strtd	Document Future-State Process Flows																		X	X	X	X	X	
Nt Strtd	Present Conclusions																							★

Electronic Transcripts

Project Status: GREEN

Monthly Summary – April 2, 2018

This project will establish the TranscriptsPlus service from Credentials Solutions to automate the ordering and processing of transcript requests, including outsourcing the printing and mailing of transcripts. This is a hosted, online application that will provide BGSU students and alumni with the ability to order transcripts onlilne 24 hours a day and 365 days a year. There will be an interface with PeopleSoft CSS in order to validate the record. This project is on schedule and trending green.

Past Month's Key Accomplishments

- Development is underway but waiting on final code from the vendor for a delete function. It is nearly ready for code review.
- Finalized ATC options and provided vendor customized code.
- Making progress on testing sFTP process.

Upcoming Milestones

- Complete development.
- Create communications plan. Meeting scheduled for next week.
- Participate in vendor training/setup of environment.
- Determine rollout schedule.

Project Milestones

Status	Week Beginning (Sunday Date)	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	Initialize																				
Cmplt	Project Planning	X	X																		
Cmplt	Project Kick-Off		X																		
	Analyze, Design, & Development																				
Cmplt	Perform Project Analysis		X	X								X	X								
Cmplt	Develop Scope Document												X	X							
On Trk	Create Project Design/Specifications Requirements												X	X	X	X	X	X	X		
On Trk	Perform Development												X	X	X	X	X	X	X		
	Test																				
Nt Strtd	Create Test Schedule/Cycles																		X	X	
Nt Strtd	Create Test Scripts																		X	X	
Nt Strtd	Perform Testing																		X	X	X
Nt Strtd	Perform Issue Resolution & Tracking																		X	X	X
	Implement																				
Nt Strtd	Create Go-Live Plan																		X	X	
Nt Strtd	Perform Communications to campus																		X	X	
Nt Strtd	Conduct Training																		X	X	X
Nt Strtd	Implement Go-Live Plan																				X
Nt Strtd	Update Knowledgebase																				★

Implement Faculty 180 Phase 2

Project Status: GREEN

Monthly Summary – April 2, 2018

Faculty 180 will unite faculty activity tracking, promotion, tenure, and other paper-based processes under one piece of software. This will create an efficiency for the University and standardize these business processes across colleges. Led from the academic side by PJ Mays, the College of Business has been selected for the 2017-18 academic year pilot, concluding Phase 1. Phase 2 will now complete the development of CSS and full HCM interfaces; all colleges will use Faculty180 for 2018-19 academic year. Finally, Phase 3 will provide for the decommissioning and archival of Digital Measures and the Cincinnati eRPT system.

Past Month's Key Accomplishments

- Testing: CSS interface migrated to QNA
- Testing: HCM interface testing complete
- Training: Training curriculum developed and classes advertised

Upcoming Milestones

- 4/3/18: Completion of PPD testing
- 4/4/18: First training session
- 4/8/18: HCM and CSS interfaces move to production

Project Milestones

Status	Week Beginning (Sunday Date)	Nov-26	Dec-3	Dec-10	Dec-17	Dec-24	Dec-31	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13	May-20	May-27	Jul-22	Jul-29	Aug-5	Aug-12	Aug-19	Aug-26
	Week Number	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	44	45	46	47	48	49
	Initialization and Design																																	
Cmplt	Project Planning and Startup																																	
Cmplt	HCM Interface Data Mapping																																	
Cmplt	CSS Interface Data Mapping																																	
Cmplt	FMS Interface Data Mapping																																	
	Development & Testing																																	
Cmplt	Create SFTP Interface																																	
Cmplt	HCM Data Validation	X	X	X																														
Cmplt	Perform HCM Development				X	X	X	X	X	X	X	X																						
Cmplt	Perform FMS Development	X	X	X	X	X	X	X	X																									
Cmplt	FMS Data Validation									X	X	X	X																					
Cmplt	Perform CSS Development	X	X	X	X	X	X	X	X	X	X	X	X																					
At Rsk	QNA Testing													X	X	X	X	X	X	X														
On Trk	PPD Testing																	X	X	X														
	Implementation																																	
Nt Strtd	Go-Live																				★													
Nt Strtd	Faculty Training																			X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

LiveText for the College of EDHD

Project Status: YELLOW

Monthly Summary – April 2, 2018

The College of EDHD would like to implement a LiveText pilot for the Spring 2018 term. LiveText assists in synchronizing program area coordinator's activities for continuing program approvals with accreditors and internal reviewers. This project would include Canvas LTI and PeopleSoft CSS integration.

Past Month's Key Accomplishments

- LTI for Canvas migrated to production on 3/1.
- Migrated development to production on 3/25.
- SSO is completed but not fully functioning.
- Canvas / LiveText pass through requires the students to enter a Via password. This should not be happening and we are working with College of EDHD and vendor to research.

Upcoming Milestones

- Participate in discussions with vendor to determine how to access Via without having the student enter a password.

Project Milestones

Status	Week Beginning (Sunday Date)	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13	May-20
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
	Initialize																				
Cmplt	Project Planning	X	X																		
Cmplt	Project Kick-Off		X																		
	Analyze, Design, & Development																				
Cmplt	Perform Project Analysis				X	X															
Cmplt	Develop Scope Document						X														
Cmplt	Create Project Design/Specifications Requirements						X	X													
Cmplt	Perform Development							X	X	X	X										
	Test																				
Cmplt	Add LTI to Canvas Test							X													
Cmplt	Perform LTI and CSS92QNA/PPD Testing								X	X	X	X	X								
At Rsk	Perform Issue Resolution & Tracking								X	X	X	X	X	X	X	X					
	Implement																				
Cmplt	Migrate to LTI to Canvas Production										★										
Cmplt	Migrate development to CSS Production												★								
On Trk	Update Knowledgebase															X					

Create Financial Aid Reporting Environment

Project Status: GREEN

Monthly Summary – April 2, 2018

This project will replace the Noel Levitz system with in-house reporting capability. A Financial Aid ODS will be established and populated with data currently being sent to Noel Levitz. Reports will be created using Crystal Reports that mirror the information currently being provided by Noel Levitz.

Past Month's Key Accomplishments

- Completed collection of all inputs
- Defined all cells for report
- Completed initial table structure
- Began the development of sample reports
- Began reverse engineering RNL computations

Upcoming Milestones

- Complete replicate all RNL computations
- Test sample reports
- Finalize table design
- Begin Building tables in ODS Test
- Initiate weekly cycle run

Project Milestones

Status	Week Beginning (Sunday Date)	4-Mar	11-Mar	18-Mar	25-Mar	1-Apr	8-Apr	15-Apr	22-Apr	29-Apr	6-May	13-May	20-May	27-May	3-Jun	10-Jun	17-Jun	24-Jun	1-Jul	8-Jul	15-Jul	22-Jul	29-Jul	5-Aug
	Week Number	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69
Cmplt	Collect all RNL inputs	X	X	★																				
On Trk	Develop and Test Sample Reports	X	X	X	X	X	★																	
Not Started	Complete Table Design				X	X	X	X	★															
Cmplt	Build Schema in ODS Test	★																						
Not Started	Build Tables in ODS Test								X	X	X	★												
On Trk	Add STRM to Temp Table in CSS	X	X	X	X	X	★																	
Not Started	Establish ETL weekly run cycles											X	★											
Not Started	Initial load of archive data on desktop												X	X	★									
Not Started	Write reports in Crystal												X	X	X	X	★							
On Trk	Establish Talend environment at Buckeye						X	X	X	X	X	X	X	X	X	X	★							
Not Started	Move ETL jobs to Talend Enterprise															X	X	X	★					
Not Started	Validate Report Data																X	X	X	★				
Not Started	Build Schema in ODS PRD						X	X	X	X	X	X	X	X	X	X	★							
Not Started	Migrate jobs and table definitions																			X	X	★		
Not Started	Migrate Reports to PRD																			X	X	★		
Not Started	Schedule reports to run in WRL																					X	X	★

EvaluationKIT University-Wide Course Evaluations

Project Status: GREEN

Monthly Summary – April 2, 2018

The project completed its first review of data collected through the process. The response rate was 64% which is extremely high for a first time deployment. This statistic indicates that the initial communication plan worked. There are plans to survey the students to determine what, if any, constraints were encountered. Discussions continue with academic departments and faculty regarding the common evaluation process. Plans are underway to communicate to chairs and directors events that are scheduled for Fall 2018.

Past Month's Key Accomplishments

- Perform initial review of survey results
- Meet with academic departments and faculty regarding the common evaluation process

Upcoming Milestones

- Survey participants to refine best practice
- Implement remaining evaluations for Spring 2018
- Identify Summer 2018 pilot participants
- Import courses and enrollment for Summer 2018 pilot
- Review Spring 2018 results
- Plan communications for upcoming fall implementation

Project Milestones

Status	Week Beginning (Sunday Date)	Jun-11	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15	Apr-22	Apr-29	May-6	May-13	May-20	May-27	Jun-3	Jun-10	Jun-17	Jun-24	Jul-1	Jul-8	Jul-15	Jul-22	Jul-29	Aug-5	Aug-12	Aug-19
	Week Number	1	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63
	Initialize																														
Cmplt	Project Planning	X																													
Cmplt	Project Kick-Off	X																													
	Analyze & Design																														
Cmplt	Perform Project Analysis																														
Cmplt	Develop Scope Document																														
	Pilot Preparation																														
Cmplt	Establish surveys																														
Cmplt	Establish reporting hierarchy																														
Cmplt	Final testing																														
Cmplt	Identify participants for Fall 2017																														
Cmplt	Create communication plan																														
	Implement Pilot																														
Cmplt	Communicate events and changes																														
Cmplt	Prepare EvaluationKIT service																														
On Trk	Implement Spring 2018 Course Evaluations		X	X	X	X	X	X	X	X	X	X	X	X	X	X															
On Trk	Review Spring 2018 pilot results					X	X	X	X	X	X	X	X	X	X	X	X	X													
Nt Strtd	Implement Summer 2018 Course Evaluations														X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
Nt Strtd	Review Summer 2018 pilot results																													X	X
	Production Phase																														
Nt Strtd	Review sub-account access																			X	X	X	X	X	X	X	X	X	X	X	X
Nt Strtd	Update Knowledgebase																											X	X	X	★

Annual Donor Reports - Phase 2

Project Status: GREEN

Monthly Summary – April 2, 2018

Due to the Foundation financial system conversion from Agresso to FMS, the Annual Donor Report had to be developed in WRL for FY2017. The report was developed but not all components of the revised report could be implemented for the FY2017 reports.
These enhancements will improve the look and feel of the annual donor reports along with providing greater accessibility for the end users.

Past Month's Key Accomplishments

- 1st draft of new enhanced reports created and reviewed

Upcoming Milestones

- Development continues
- Enhancements applied to all three report types for review

Project Milestones

Status	Week Beginning (Sunday Date)	Jan-7	Jan-14	Jan-21	Jan-28	Feb-4	Feb-11	Feb-18	Feb-25	Mar-4	Mar-11	Mar-18	Mar-25	Apr-1	Apr-8	Apr-15
	Week Number	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**
	Initialize															
Cmplt	Project Planning	X														
Cmplt	Project Kick-Off	X														
	Analyze, Design, & Development															
Cmplt	Perform Project Analysis		X	X												
Cmplt	Develop Scope Document			X	X											
On Trk	Create Project Design/Specifications Requirements			X	X	X										
On Trk	Perform Development					X	X	X	X	X	X	X	X	X	X	X
	Test															
Nt Strtd	Create Test Schedule/Cycles															X
Nt Strtd	VP/President Review															
Nt Strtd	Perform Testing															
Nt Strtd	Perform Issue Resolution & Tracking															
	Implement															
Nt Strtd	Create Go-Live Plan															
Nt Strtd	Conduct Training															
Nt Strtd	Perform Communications to end users															
Nt Strtd	Implement Go-Live Plan															