



Executive Sponsors Meeting Major Project Updates

07/09/2018

Agenda

3. Winter Session Mods for GA Contracting
4. Winter Session Mods for Rec. & Wellness
5. Winter Session Mods for Faculty Contracting
6. Winter Session Mods for Dining Services
7. Winter Session Reporting
8. Winter Session End-to-End Testing
9. Liferay Upgrade
10. Update PeopleSoft Security Request Form
11. Acquire Degree Planning Software
12. Provost Performance Metrics Portfolio
13. Data Center Migration Project
14. CLOUD-StarRez 10.4
15. Migrate EMS to EMS Cloud
16. Business Process Review (BPR)
17. Implementation of OnBase ArcGIS Module
18. Lenel Access Control - Analysis and Recommendations
19. Agilon One Report Library
20. HEI Interfaces and Modifications
21. Move From Law Room to EverFi
22. NSC Interface Modifications
23. Enterprise Training System RFP
24. Adaptive Insights Integration
25. Create Financial Aid Reporting Environment
26. Study Agreement Load Process
27. Experiential Learning Tracking Project
28. HEI Item Type Setup – Copy Feature
29. EvaluationKit University-Wide Course Evaluation
30. Supplier Onboarding in FMS 9.2
31. Outdoor Displays/Kiosks RFP
32. Annual Donor Reports – Phase 2
33. Slate Implementation – Undergraduate Admissions
Phase 32

Winter Session Reporting

Project Status:

GREEN

Monthly Summary – July 1, 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. Reports in FalconInfo display academic data based on semester, but not on session code. There is a need to separate Winter session from Spring semester on some reports, and a need to combine Winter session with Spring semester on designated reports. Also, faculty expense in the Academics Financials subject area of the data warehouse needs to be modified to correctly allocate Winter session pay.

Past Month's Key Accomplishments

- Project Planning
- Email requests sent to Financial Aid, Bursar, Registrar, Controller's Office, Institutional Research, and SPAR

Upcoming Milestones

- Identified ITS internal requirements

Project Milestones

| Status | Week Beginning (Sunday Date) | 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 | Oct-28 | Nov-4 | Nov-11 | Nov-18 | Nov-25 | Dec-2 | Dec-9 | Dec-16 | Dec-23 | Dec-30 | Jan-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 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | |
| ITS Internally Identified Requirements | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| On Trk | Identify ITS internal requirements | X | X | X | X | X | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nt Strtd | Establish a timeline for ITS identified tasks | | X | X | X | X | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nt Strtd | Modify code to include winter session pay | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nt Strtd | - Include empl classes for faculty | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nt Strtd | - Include empl classes for GAs | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nt Strtd | - Reload all instructor expense | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nt Strtd | Modify code to include winter session tuition and fees | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nt Strtd | - Separate winter session tuition and fees from Spring | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Externally Requested Requirements | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nt Strtd | No Requests To Date | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | ★ |

Winter Session End-to-End Testing

Project Status: **GREEN**

Monthly Summary – July 1, 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 Winter Session End-to-End Project Team has begun the definition of a testing schedule, starting August 27, 2018 (immediately following the scheduled QNA refresh) and ending September 27, 2018. During that period, Winter Session classes will be configured, students will be enrolled, core office critical process testing will take place (including any processes representing Winter Session modifications) and miscellaneous office interfaces will be tested. In addition, appropriate regression testing will be determined and scheduled. Project documentation is complete and approved by the project team.

Past Month's Key Accomplishments

- Continuing User Test Script Definition
- Project Charter, Test Plan, and Sequential Testing documents approved

Upcoming Milestones

- Begin QNA Winter Session Course Definition
- Enroll Students for Winter Session

Project Milestones

| Status | Week Beginning (Sunday Date) | 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 | Oct-28 | Nov-4 | Nov-11 | Nov-18 | Nov-25 | Dec-2 | Dec-9 |
|---|--|-------|--------|--------|--------|-------|-------|--------|--------|--------|-------|--------|--------|--------|-------|-------|--------|--------|--------|-------|--------|--------|--------|-------|--------|--------|--------|-------|-------|
| | | 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 | 29 | 30 | 31 |
| Initialize | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| On Trk | Project Planning | X | X | X | X | X | X | X | X | | | | | | | | | | | | | | | | | | | | |
| Cmplt | Design Solution | | X | X | X | | | | | | | | | | | | | | | | | | | | | | | | |
| Cmplt | Project Kick-Off | | | X | | | | | | | | | | | | | | | | | | | | | | | | | |
| Analyze, Design, & Development | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| On Trk | Finalize Test Scripts/Requirements | | 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 | | | | | | | |
| Nt Strtd | QNA Migration/Configuration | | | | | | | | | | | | | | X | X | X | X | X | X | X | X | | | | | | | X |
| Test | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nt Strtd | Setup Row Level and T/L Security (QNA) | | | | | | | | X | X | X | X | X | X | X | X | X | X | X | X | X | X | | | | | | | |
| Nt Strtd | Delivered Process Configuration (QNA) | | | | | | | | X | X | X | X | X | X | X | X | X | X | X | X | X | X | | | | | | | |
| Nt Strtd | Testing/Defect Resolution (QNA) | | | | | | | | | X | X | X | X | X | | | X | X | X | X | X | X | X | | | | | | X |
| Implement | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nt Strtd | Communication to Campus/Training | | | | | | | | | | | | | | | | | | | | X | X | X | X | X | X | X | X | X |
| Nt Strtd | Production Configuration | | | | | | | | | | | | | | | | | | | | | X | X | X | X | X | | | |
| Nt Strtd | Production Migration | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nt Strtd | Execute New Process | | | | | | | | | | | | | | | | | | | | | | | | | | X | X | X |
| Nt Strtd | Monitor Winter Session Processes | | | | | | | | | | | | | | | | | | | | | | | | | | X | X | X |

Liferay Upgrade

Project Status: GREEN

Monthly Summary – July 1, 2018

This project is an upgrade of the Liferay application that runs the BGSU portal. This critical application is currently out of date, and the University needs to upgrade it in order to maintain vendor support. This upgrade will not change the user interface and should be transparent to the end user. The project is scheduled to go live the first week of January 2019. This project is currently on schedule.

Past Month's Key Accomplishments

- Project team meetings scheduled.
- Technical team kick-off.
- Charter created.
- Project planning started.
- Portlet analysis started.

Upcoming Milestones

- Build new DEV and Test servers.
- Apply configurations.
- Perform portlet analysis.
- Conduct user testing of pages.

The project schedule for this project is under development.

Acquire Degree Planning Software

Project Status:

YELLOW

Monthly Summary – July 2, 2018

After a prolonged discussion about technical specifications, scope, and pricing, we have received a communication from our vendor indicating they are unable to fulfill the needs of BGSU. For degree planning, we are now investigating how much of the developed software specification BGSU can create with our in-house developers. The scope and schedule for that effort are to be determined. Outside assistance may be available. Schedule Builder v.2.0.3 was installed successfully on December 10th and remains in production to assist with student scheduling. An upgrade to version 2.1.0 is in the planning stage.

Past Month's Key Accomplishments

- Development: Native CSS My Planner configuration begun
- Development: Communication with potential consultants for assistance underway
- Planning: Scope and timeline for development effort under consideration

Upcoming Milestones

- 7/11/18: Degree Planner leadership scope meeting

- **Revised scope and schedule to be determined**

Provost Performance Metrics Portfolio

Project Status: **GREEN**

Monthly Summary – July 1, 2018

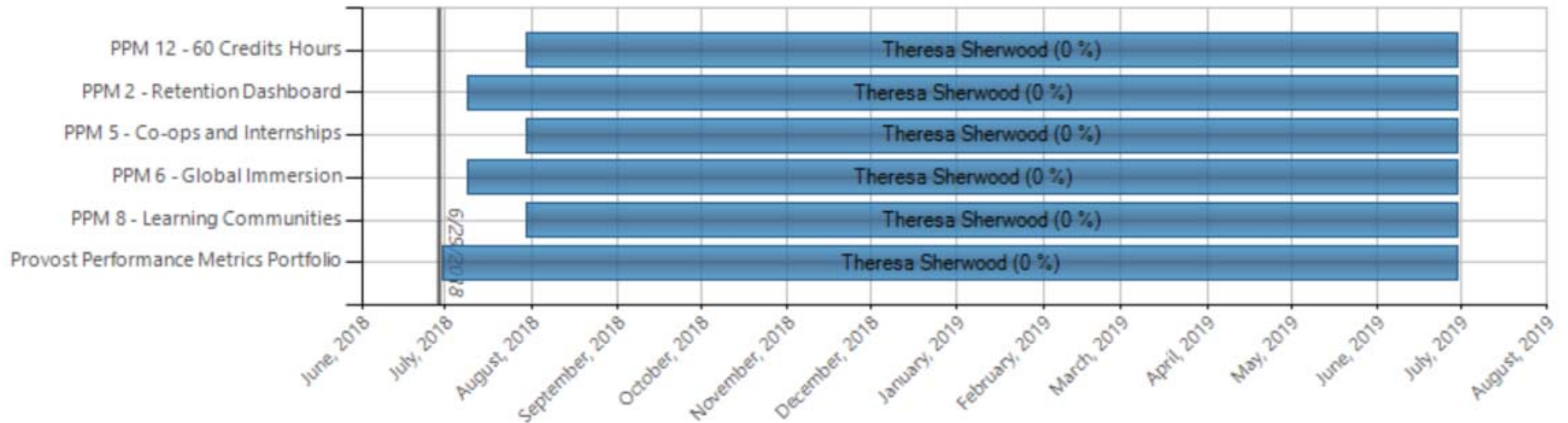
This portfolio is a continuation of the Provost Performance Metrics. Projects have been established for the following: persistence and retention (metric 2), co-ops and internships (metric 5), global immersion (metric 6), learning communities (metric 8), and students earning 60 units in two years (metric 12).

Past Month's Key Accomplishments

- Established portfolio and projects

Upcoming Milestones

- Develop timeline and tasks



Data Center Migration Project

Project Status: **GREEN**

Monthly Summary – July 1 , 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 December 31, 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:** 61% 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.

Migrate EMS to EMS Cloud

Project Status: **GREEN**

Monthly Summary – July 1, 2018

EMS is used by Conference and Events Services to book spaces for events on campus. EMS has recently introduced a cloud hosting option that the Office of Conference and Events Services would like to migrate to. This hosted solution will not only allow the application to stay up to date, but also include Single Sign On. The hosted solution will also allow the vendor to perform more efficient troubleshooting when needed. This past month the team has worked with the vendor to complete the ITS Security Review. This coming month we will work with the vendor on the contract.

Past Month's Key Accomplishments

- Security Review Completed

Upcoming Milestones

- Professional Services Meeting
- Contract works begins

Project Milestones

| Status | Week Beginning (Sunday Date) | Jun-4 | Jun-11 | Jun-18 | Jun-25 | Jul-2 | Jul-9 | Jul-16 | Jul-23 | Jul-30 | Aug-6 | Aug-13 | Aug-20 | Aug-27 | Sep-3 | Sep-10 |
|---|---|-------|--------|--------|--------|-------|-------|--------|--------|--------|-------|--------|--------|--------|-------|--------|
| | Week Number | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| Initialize | | | | | | | | | | | | | | | | |
| Nt Strtd | Project Planning | X | X | X | X | X | X | X | X | X | | | | | | |
| Nt Strtd | Project Kick-Off | | | | | | | | | | | | | | | |
| Analyze, Design, & Development | | | | | | | | | | | | | | | | |
| Nt Strtd | Perform Project Analysis | | | | | | | | | | | | | | | |
| Nt Strtd | Develop Scope Document | | | | | | | | | | | | | | | |
| Nt Strtd | Create Project Design Specifications & Requirements | | | | | | | | | | | | | | | |
| Nt Strtd | Perform Development | | | | | | | | | | | | | | | |
| Test | | | | | | | | | | | | | | | | |
| Nt Strtd | Create Test Schedule/Charts | | | | | | | | | | | | | | | |
| Nt Strtd | Create Test Scripts | | | | | | | | | | | | | | | |
| Nt Strtd | Perform Testing | | | | | | | | | | | | | | | |
| Nt Strtd | Perform Issue Resolution & Tracking | | | | | | | | | | | | | | | |
| 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 | | | | | | | | | | | | | | | ★ |

DRAFT - Timeline to be finalized this month

Agilon One Report Library

Project Status: **YELLOW**

Monthly Summary – July 1, 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 postal and email reports. Reports have been tested, and a couple modifications to the reports have been requested. Modifications are being made and reports will be available for testing again this month.

Past Month's Key Accomplishments

- Initial testing completed
- Additional modifications

Upcoming Milestones

- Make additional modifications to the report
- User testing for additional modifications

Project Milestones

| Status | Week Beginning (Sunday Date) | 8-Oct | 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 | 3-Jun | 10-Jun | 17-Jun | 24-Jun | 1-Jul |
|-------------|------------------------------|-------|-------|-------|--------|--------|--------|-------|--------|--------|--------|-------|--------|--------|--------|-------|-------|--------|--------|--------|-------|
| | | 7 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 |
| Cmplt | Phase one (DOD report) | X | | | | | | | | | | | | | | | | | | | |
| Cmplt | Collect Report Requirements | | | | | | | | | | | | | | | | | | | | |
| Cmplt | Development | X | | | | | | | | | | | | | | | | | | | |
| Cmplt | Test Report | | | | | | | | | | | | | | | | | | | | |
| Cmplt | Implement Report | | | | | | | | | | | | | | | | | | | | |
| On Trk | Phase Two (email report) | | | | | X | X | X | | | | | | | | | | | | | |
| Cmplt | Collect Report Requirements | | | | | X | X | ★ | | | | | | | | | | | | | |
| On Trk | Development | | | | | | | X | X | X | ★ | X | X | X | X | ★ | | | | | |
| On Trk | Test Report | | | | | | | | | | | X | X | ★ | | | | | | | |
| Not Started | Implement Report | | | | | | | | | | | | | X | X | ★ | | | | | |

Move from Law Room to EverFi

Project Status: **GREEN**

Monthly Summary – October 2, 2017

New Project approved as a ASAP priority by Executive Sponsors: ITS is working with the Counseling Center, Recreation and Wellness, and Intercollegiate Athletics to move our online student alcohol and sexual assault prevention education from Law Room to EverFi. The move from Law Room to EverFi will continue to fulfill BGSU compliance. We have completed the needed SSO integration into EverFi and have scheduled EverFi admin training for July 6th.

Past Month's Key Accomplishments

- Collected requirements and created project design
- Completed Kickoff meeting
- Completed SSO integration into EverFi
- Identified web links that needed changed

Upcoming Milestones

- Develop and implement communication plan
- Perform Testing
- Complete training

Project Milestones

| Status | Week Beginning (Sunday Date) | May-27 | Jun-3 | Jun-10 | Jun-17 | Jun-24 | Jul-1 | Jul-8 | Jul-15 | Jul-22 |
|---|---|--------|-------|--------|--------|--------|-------|-------|--------|--------|
| | Week Number | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| Initialize | | | | | | | | | | |
| Cmplt | Project Planning | X | X | | | | | | | |
| Cmplt | Project Kick-Off | | X | | | | | | | |
| Analyze, Design, & Development | | | | | | | | | | |
| Cmplt | Perform Project Analysis | | X | X | | | | | | |
| Cmplt | Create Project Design/Specifications Requirements | | X | X | | | | | | |
| Cmplt | SSO Integration | | X | X | | | | | | |
| Cmplt | Identify web links that need changed | | | | X | X | | | | |
| Test | | | | | | | | | | |
| Nt Strtd | Create Test Schedule/Cycles | | | | | | X | | | |
| Nt Strtd | Perform Testing | | | | | | X | | | |
| Nt Strtd | Perform Issue Resolution & Tracking | | | | | | X | | | |
| Implement | | | | | | | | | | |
| Nt Strtd | Create Go-Live Plan | | | | | | X | | | |
| Nt Strtd | Perform Communications to campus | | | | | | | | | X |
| Nt Strtd | Conduct Training | | | | | | X | | | |
| Nt Strtd | Implement Go-Live Plan | | | | | | | X | | ★ |

Enterprise Training System RFP

Project Status: **GREEN**

Monthly Summary – July 1, 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. 3 out of the 4 vendor demos have been given, with the final demo planned for early this month. Once the demos are complete, the wider project team will meet to come up with a recommended system/solution to address the University's training needs.

Past Month's Key Accomplishments

- Completed RFI
- Received costs from RFI vendors
- Project team viewed 3 of 4 demos

Upcoming Milestones

- View final demo
- Determine system/solution recommendation

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 | Jun-3 | Jun-10 | Jun-17 | Jun-24 | Jul-1 | Jul-8 | Jul-15 | Jul-22 | Jul-29 |
|---|---|-------|--------|--------|--------|-------|-------|--------|--------|--------|-------|--------|--------|--------|-------|--------|--------|--------|-------|-------|--------|--------|--------|
| | | 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/Kick-Off | X | X | | | | | | | | | | | | | | | | | | | | |
| Analyze, Design, & Development | | | | | | | | | | | | | | | | | | | | | | | |
| Cmplt | Create Project Design/Specifications Requirements | | X | X | X | | | | | | | | | | | | | | | | | | |
| Cmplt | Submit RFI/Vendors Respond | | | | | X | X | | | | | | | | | | | | | | | | |
| Cmplt | Evaluate Responses | | | | | | | X | X | X | X | | | | | | | | | | | | |
| On Trk | Request/Receive Costs From Selected Vendors | | | | | | | | | | X | X | X | X | X | X | X | X | X | X | | | |
| On Trk | Final Vendor Selection | | | | | | | | | | | | | | | | | | | | X | X | ★ |

Adaptive Insights Integration

Project Status: GREEN

Monthly Summary – July 1, 2018

The Budgeting Office within Finance & Administration uses Adaptive Insights cloud based system for their budgeting Software. Currently, the Budgeting Office is receiving queries from PeopleSoft FMS and HCM and manually entering the corresponding budgetary information into Adaptive Insights. This process is very labor intensive and is difficult to keep up with numerous position changes that occur throughout the year. Haley Collingwood requested an automated solution that will extract this information from PeopleSoft FMS / HCM and import this information into Adaptive Insights. During the past month, we finalized the Statement of Work with Adaptive Insights for the needed integration with PeopleSoft FMS / HCM. We also created the Project Charter and received approval on the Scope and Timeline. Adaptive Insights scheduled a Pre-Kickoff meeting with Adaptive Insights Development Team on July 2 to begin infrastructure configuration and data mapping.

Past Month's Key Accomplishments

- Approved Statement of Work for Adaptive Insights Integration - 6/18
- Created Project Charter and Project Plan - 6/26
- Reviewed / Approved Project Charter – 06/28

Upcoming Milestones

- Windows Server Configuration for Adaptive Insights Data Agent
- Analysis / Design of Adaptive Insights Interface Files
- Develop Adaptive Insights integration with Sandbox Test Environment

Project Milestones

| Status | Week Beginning (Sunday Date) | 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 |
|---|---|--------|--------|--------|-------|--------|--------|--------|-------|-------|--------|--------|--------|-------|--------|--------|--------|-------|-------|--------|
| | 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 | X | X | X | X | X | X | X | | | | | | | | | | | | |
| Cmplt | Project Kick-Off | | | X | | | | | | | | | | | | | | | | |
| Cmplt | Statement of Work - Integration (By Adaptive Insights) | | | | X | X | X | | | | | | | | | | | | | |
| Cmplt | Create Project Charter | | | | | | X | X | | | | | | | | | | | | |
| Analyze, Design, & Development | | | | | | | | | | | | | | | | | | | | |
| On Trk | Project Analysis and Design | | | | | | | | X | X | | | | | | | | | | |
| On Trk | Create Functional Requirements | | | | | | | | X | X | | | | | | | | | | |
| On Trk | Infrastructure Setup | | | | | | | | X | X | X | | | | | | | | | |
| On Trk | Development / Unit Testing (AI) - Integration w/Sandbox | | | | | | | | X | X | X | | | | | | | | | |
| Nt Strtd | Development / Unit Testing (AI) - Integration w/PROD | | | | | | | | | | X | X | X | X | X | X | | | | |
| Nt Strtd | Development / Unit Testing (BGSU) - HCM Extract | | | | | | | | | X | X | X | | | | | | | | |
| Nt Strtd | Development / Unit Testing (BGSU) - FMS Extract | | | | | | | | | | | X | X | X | | | | | | |
| Test | | | | | | | | | | | | | | | | | | | | |
| Nt Strtd | Create Test Schedule/Cycles | | | | | | | | | | | | | X | | | | | | |
| Nt Strtd | Create Test Scripts | | | | | | | | | | | | | X | X | | | | | |
| Nt Strtd | Perform User Testing | | | | | | | | | | | | | | | X | X | X | X | |
| Nt Strtd | Perform Issue Resolution & Tracking | | | | | | | | | | | | | | | 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 | | | | | | | | | | | | | | | | | | | ★ |

Create Fin Aid Reporting Environment

Project Status: **GREEN**

Monthly Summary – July 1, 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

- ETL initial load of archive data
- Moved ETL jobs to Talend Enterprise Edition
- Initiated weekly cycle run

Upcoming Milestones

- Continue with user testing and validation
- Modify reports based on input from user testing
- Build tables in ODS production environment

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 |
|-------------|---|-------|--------|--------|--------|-------|-------|--------|--------|--------|-------|--------|--------|--------|-------|--------|--------|--------|-------|-------|--------|--------|--------|-------|
| | | 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 | ★ | | | | | | | | | | | | | | | | | | | | |
| Cmplt | Develop and Test Sample Reports | X | X | X | X | X | ★ | | | | | | | | | | | | | | | | | |
| Cmplt | Complete Table Design | | | | X | X | X | X | ★ | | | | | | | | | | | | | | | |
| Cmplt | Build Schema in ODS Test | ★ | | | | | | | | | | | | | | | | | | | | | | |
| Cmplt | Build Tables in ODS Test | | | | | | | | X | X | X | ★ | | | | | | | | | | | | |
| Cmplt | Add STRM to Temp Table in CSS | X | X | X | X | X | ★ | | | | | | | | | | | | | | | | | |
| Cmplt | Establish ETL weekly run cycles | | | | | | | | | | | X | ★ | | | | | | | | | | | |
| Cmplt | Initial load of archive data on desktop | | | | | | | | | | | | X | X | ★ | | | | | | | | | |
| Cmplt | Write reports in Crystal | | | | | | | | | | | | X | X | X | X | ★ | | | | | | | |
| Cmplt | Establish Talend environment at Buckeye | | | | | | X | X | X | X | X | X | X | X | X | X | ★ | | | | | | | |
| On Trk | Move ETL jobs to Talend Enterprise | | | | | | | | | | | | | | | X | X | X | ★ | | | | | |
| On Trk | Validate Report Data | | | | | | | | | | | | | | | | X | X | X | ★ | | | | |
| On Trk | Build Schema in ODS PRD | | | | | | X | X | X | 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 | ★ |

Study Agreement Load Process

Project Status: **GREEN**

Monthly Summary – July 1, 2018

This project will consist of developing a process that will batch load the study agreement codes to a student's term activation record eliminating the need to manually process these one by one. Individual Offices across campus will utilize this new Study Agreement Load Process to automatically load the Study Agreement codes into PeopleSoft CSS each Semester. This project is scheduled to go live in August, 2018 and is currently on schedule.

Past Month's Key Accomplishments

- Project initiation with ITS and Functional areas.
- Determine functional requirements.
- Begin development.

Upcoming Milestones

- Development
- Testing
- Migration

This project started the week of June 25, 2018 and the scope and schedule is currently being developed.

Project Status:

GREEN

Monthly Summary – July 1, 2018

The Office of Academic Assessment (OAA) completed evaluations for first session summer pilot courses. Response rates continue to trend favorably. Response rate average for the first six weeks is over 64%. In the month of July we are finalizing support options for departments. The first Fall 2018 course evaluations will deploy in October.

Past Month's Key Accomplishments

- Complete evaluations for 1st six week session in Summer 2018

Upcoming Milestones

- Complete Summer 2018 pilot
- Identify future role for existing EvaluationKIT subaccounts
- Implement final configurations for Fall 2018

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 | Jun-10 | Jun-17 | Jun-24 | Jul-1 | Jul-8 | Jul-15 | Jul-22 | Jul-29 | Aug-5 | Aug-12 | Aug-19 | | |
|----------|--|-------|--------|--------|--------|-------|--------|--------|--------|-------|--------|--------|--------|-------|-------|--------|--------|--------|-------|--------|--------|--------|-------|--------|--------|--------|-------|-------|--------|--------|--------|-------|--------|--------|---|---|
| | Week Number | 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 | 57 | 58 | 59 | 60 | 61 | 62 | 63 | | |
| | Initialize | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Cmplt | Project Planning | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Cmplt | Project Kick-Off | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 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 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Cmplt | Implement Spring 2018 Course Evaluations | | | | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | | | | | | | | | | | | | | | | |
| Cmplt | Review Spring 2018 pilot results | | | | | | | | X | X | X | X | X | X | X | X | X | X | X | X | X | X | | | | | | | | | | | | | | |
| On Trk | Implement Summer 2018 Course Evaluations | | | | | | | | | | | | | | | | | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | |
| On Trk | Review Summer 2018 pilot results | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | X | X | X |
| | Production Phase | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| On Trk | Review sub-account access | | | | | | | | | | | | | | | | | | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | |
| Nt Strtd | Update Knowledgebase | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | X | X | X |

Supplier Onboarding in FMS 92

Project Status: **GREEN**

Monthly Summary – July 1, 2018

This project consists of implementing Supplier Onboarding functionality in FMS 9.2. Implementing this delivered functionality would alleviate current issues created by a manual process since it would require the supplier to enter their information into a secure online form. This would trigger a workflow for Purchasing to review and approve the information before systematically adding it into FMS to process future payments. The project team is currently determining functionality and requirements in order to determine a project scope.

Past Month's Key Accomplishments

- Project was approved by ESC.
- Initial project team meeting held to discuss options.
- Demo scheduled for 5/29 from Northwestern University on their supplier onboarding process.

Upcoming Milestones

- Determine requirements.
- Develop scope.
- Develop schedule.

This project just started and the schedule is currently being developed.

Outdoor Displays / Kiosks RFP

Project Status: **GREEN**

Monthly Summary – July 1, 2018

New Project approved as a priority 2 by Executive Sponsors: ITS is working with Purchasing to review potential outdoor display / kiosk solutions. Over the last 18 months, ITS has received several request to find a digital solution to replace the wooden bulletin boards that were removed from outdoor spaces. We have also been approached by multiple vendors with possible solutions. These new displays would be used primarily for campus-wide communication and event announcements. The initial planning of the RFP process has begun.

Past Month's Key Accomplishments

- Project approved
- Created the project documentation structure on SharePoint
- Emailed several key areas at BGSU to determine representatives from each area to provide input on this project
- Completed Initial overview meeting with Purchasing

Upcoming Milestones

- Project Kickoff meeting
- Initial meeting to plan-out RFP timeline
- Create RFP document
- Work with Purchasing to release RFP

Project timeline to be determined during initial meeting – project request suggests 9/30/18 as the completion date.

Slate for Undergraduate Admissions

Project Status: GREEN

Monthly Summary – July 1, 2018

This project is to continue with the Undergraduate Slate implementation for the Office of Admissions. The scope of the second phase of this project will be to send applicant data from Slate into PeopleSoft CSS. This phase will go live in January 2019 and will be used for Spring 2020 applications. The project is in the initiating phase and scope and requirements are still being developed.

Past Month's Key Accomplishments

- Project was approved by ESC.
- Project team meetings scheduled to start mid-July.

Upcoming Milestones

- Determine project requirements, scope, and schedule.

The project schedule will be developed after that start of the project and once functional team meetings begin.