Executive Sponsors Meeting
Major Project Updates

06/11/2018

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

Agenda

- Graduate Contracting App Upgrade*
- Adobe Campaign Email Solution*
- Maxient HCM Interface*
- Cisco CirQLive & Spark*
- Career Center - HandShake*
- HBO Go SSO and Apogee Interface*
- Upgrade CBORD FSS*
- Graduate College Form Automation*
- Automate Agilon One Access*
- Electronic Transcripts*
- Implement Faculty 180 Phase 2*
- Winter Session Modifications - Student Financial Aid*
- Winter Session Mods for GA Contracting
- Winter Session Mods for Rec. & Wellness
- Winter Session Mods for Faculty Contracting
- Winter Session Mods for Student Financials
- Winter Session Mods for Dining Services
- Winter Session Reporting
- Winter Session End-to-End Testing
- Winter Session Program
- Business Process Review (BPR)
- CLOUD-StarRez 10.4
- Migrate EMS to EMS Cloud
- Data Center Migration Project
- Replace and Enhance Student Scheduling Software
- Agilon One Report Library
- Enterprise Training System RFI
- Implementation of OnBase ArcGIS Module
- NSC Interface Modifications
- HEI Interfaces and Modifications
- Lenel Access Control - Analysis and Recommendations
- Adaptive Insights Integration
- Create Financial Aid Reporting Environment
- LiveText for the College of EDHD
- Experiential Learning Tracking Project
- Modify HEI Item Type Setup
- EvaluationKit University-Wide Course Evaluation
- Supplier Onboarding in FMS 9.2
- Annual Donor Reports - Phase 2

Graduate Contracting App Upgrade

Project Status: ★

Monthly Summary – June 4, 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. Due to resource availability and changing departmental business processes, the scope was updated slightly to remove the last remaining WRL report. The rest of the 42 project deliverables/updates are in Production and currently being used by Student Employment Services, the Graduate College, GAs, and contract administrators.

Past Month's Key Accomplishments

- Scholarship and Stipend WRL migrated into Production
- Remaining WRL removed from scope

Upcoming Milestones

- Project closure

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																														
Cmplt	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																														
Cmplt	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
Cmplt	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)																														
Cmplt	Go-Live (Delivery 3)																														★

Adobe Campaign Email Solution

Project Status: ★

Monthly Summary – June 4, 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

- Configure Marketing and IT accounts
- Send our first campaign (Campus Update)
- Close project

Upcoming Milestones

- N/A

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															
Cmplt	Develop Campaigns							X	X	X	X	X	X	X	X	X	X	X					
	Test																						
Cmplt	Test Data Import Process						X	X	X	X	X												
Cmplt	Test Subscription Center									X	X	X	X										
Cmplt	Test Camapgin Workflows									X	X			X	X		X	X					
Cmplt	Perform Issue Resolution & Tracking											X	X		X	X		X	X				
	Implement																						
Cmplt	Create Go-Live Plan				X	X	X	X	X														
Cmplt	Knowledge Transfer							X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Cmplt	Implement Go-Live Plan																						★

Maxient HCM Interface

Project Status: ★

Monthly Summary – June 4, 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

- Functional User Training Session Dates and Topics have been Set for 6/22
- Data feed interface was migrated to CSS Production on 5/13/2018

Upcoming Milestones

- Application use is scheduled for the beginning of July, 2018
- Project was completed

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	25
	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															
Cmplt	Process Development				X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
Cmplt	Unit Test (DEV)						X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X				
Cmplt	QNA Migration/Configuration														X	X	X	X	X	X	X	X				
	Test																									
Cmplt	Setup Row Level and T/L Secuirty (QNA)								X	X	X	X	X	X	X	X	X	X	X	X	X	X				
Cmplt	Delivered Process Configuration (QNA)								X	X	X	X	X	X	X	X	X	X	X	X	X	X				
Cmplt	Testing/Defect Resolution (QNA)									X	X	X	X	X			X	X	X	X	X	X	X			
Cmplt	PPD Migration/Configuration																	X	X	X	X	X	X			
Cmplt	Testing/Defect Resolution (PPD)																			X	X	X	X			
	Implement																									
Cmplt	Communication to Campus/Training																			X	X	X	X	X	X	X
Cmplt	Production Configuration																					X	X	X	X	X
Cmplt	Production Migration																									★
Cmplt	Execute New Process																									X

Cisco CirQLive & Spark

Project Status: ★

Monthly Summary – June 4, 2018

The CirQLive LTI went live on May 24th and is currently in use. The functional departments were able to successfully utilize the product within the Canvas production environment. There were not any major post go live issues. All technical documentation and training videos were completed and are live for consumption. The project has been completed and has been marked closed.

Past Month's Key Accomplishments

- Go Live: The CirQLive LTI went live on 5/24/18
- CirQLive Knowledgebase was updated
- Training materials including technical documentation and training videos were completed. The CFE has integrated new CirQLive training into their WebEx training as well
- All SSO production issues were resolved

Upcoming Milestones

- None: Project has been completed

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	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
	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											
Cmplt	Perform Testing															X	X	X	X	X	X					
Cmplt	Perform Issue Resolution & Tracking															X	X	X	X	X	X					
	Implement																									
Cmplt	Create Go-Live Plan																X	X	X							
Cmplt	Perform Communications to campus																					X				
Cmplt	Conduct Training																			X	X					
Cmplt	Implement Go-Live Plan																					X	X	X	X	
Cmplt	Update Knowledgebase																							X	X	★

Career Center - Handshake

Project Status: ★

Monthly Summary – June 4, 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

- Auto-Sync Data Feed migrated to production CSS on 5/13/2018
- Student Launch took place the week of 5/21/2018
- Mass announcement email was successfully sent in batches

Upcoming Milestones

- Project completed
- Issue Tracking and Resolution by facilitating between Career Center and Handshake vendor

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									
Cmplt	Launch Vendors																													X					
Cmplt	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	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																								
Cmplt	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	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										
Cmplt	Create and Test automated Student interface--DEV																			X	X	X	X	X	X	X	X	X	X	X	X				
Cmplt	Confirm automated interface--QNA																								X	X	X	X	X	X	X				
Cmplt	QNA Migration/Configuration																				X	X	X	X	X										
Cmplt	Confirm automated interface--PPD																								X	X	X	X	X	X	X	X	X		
Cmplt	PPD Migration/Configuration																									X	X	X	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										
Cmplt	Launch Students																																X	X	
Cmplt	Production Configuration																																X	X	
Cmplt	Production Migration																																	X	
Cmplt	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																		
Cmplt	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	X	X	
Cmplt	Project Completed																																	★	

HBO Go SSO and Apogee Interface

Project Status: ★

Monthly Summary – June 4, 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

- Final validation for the file transmission process has been approved by the Apogee technical resource.
- Final smoke testing and soft launch production occurred on May 18, 2018
- BGSU is scheduled to be migrated to the HBO site based on successful testing.

Upcoming Milestones

- Apogee will migrate the SSO process to production in time for HBO's July QA sprint.
- Project was completed

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
	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	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											
Cmplt	Perform Issue Resolution & Tracking SSO												X	X	X	X	X	X	X	X	X	X	X	X	X		
	Implement																										
Cmplt	Create Production Go-live Plan														X												
Cmplt	Migration of Custom Interface to production															★											
Cmplt	Smoke testing of authentication sign-off																X	X	X	X	X	X	X	X			
Cmplt	Update Knowledgebase																				X	X	X	X	X	X	★

Upgrade CBORD FSS

Project Status: ★

Monthly Summary – June 4, 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

- Application and Handhelds were upgraded on May 8, 2018
- Nutritional database was upgraded and re-installed on May 8, 2018
- UDS desktops were upgraded with the CBORD application

Upcoming Milestones

- Project is complete

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																																
Cmplt	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								
Cmplt	Configure Test Environment									X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X							
Cmplt	Build Production Environment									X	X	X	X	X	X	X	X	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	X	X
	Test																																
Cmplt	Create Testing Scripts													X	X	X	X	X	X	X	X	X	X										
Cmplt	Configure Application on Dining Desktops																						X	X	X	X	X	X	X	X	X	X	X
Cmplt	Perform Issue Resolution & Tracking																						X	X	X	X	X	X	X	X	X	X	X
	Implement																																
Cmplt	Create Go-Live Plan																													X	X	X	X
Cmplt	Perform Communications to campus																															X	
Cmplt	Conduct Training																														X	X	
Cmplt	Implement Go-Live Plan																															X	★

Graduate College Form Automation

Project Status: ★

Monthly Summary – June 4, 2018

The Graduate College Form Automation project's objective was to convert 20+ of the Graduate College's paper forms into electronic forms with automated workflows and archival into OnBase. The final round of forms have been tested, approved, and were moved to the Production system, allowing the Graduate College to promote these electronic forms on their website. To date, approximately 900 forms have been generated, filled out, electronically signed by multiple parties, processed, and systematically archived into OnBase..

Past Month's Key Accomplishments

- Final electronic forms tested and approved
- All 28 forms are live

Upcoming Milestones

- Project closure

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																																
Cmplt	Perform Development		X	X	X	X	X	X	X	X	X	X	X	X	X	X									X	X	X	X					
	Test																																
Cmplt	Perform Testing		X	X	X	X	X	X	X	X	X	X	X	X	X	X												X	X	X	X		
Cmplt	Perform Issue Resolution & Tracking		X	X	X	X	X	X	X	X	X	X	X	X	X	X												X	X	X	X	X	
	Implement																																
Cmplt	Implement Go-Live Plan			★				★							★		★																★

Automate Agilon One Access

Project Status: ★

Monthly Summary – June 4, 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

- Created Go-Live plan
- Performed Campus Communications
- Performed Go-live plan

Upcoming Milestones

- N/A

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	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	23	24	25	26	27	28	29	30	31
	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																				
Cmplt	Build workflow												X	X	X	X	X	X	X	X	X	X	X									
Cmplt	Create custom groups												X	X	X	X	X	X	X	X	X	X	X									
	Test																															
Cmplt	Test Workflow																								X	X	X	X	X	X		
Cmplt	Test group access																								X	X	X	X	X	X		
	Implement																															
Cmplt	Create Go-Live Plan																														X	
Cmplt	Perform Communications to campus																															x
Cmplt	Implement Go-Live Plan																															★

Electronic Transcripts

Project Status: ★

Monthly Summary – June 4, 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 completed as scheduled.

Past Month's Key Accomplishments

- Migrated into production on May 14.
- Validated with Credentials Solutions and Reg & Records.

Upcoming Milestones

- Project is complete.

Project Milestones

Status	Week Beginning (Sunday Date)	Jan-1	Jan-8	Jan-15	Jan-22	Jan-29	Feb-5	Feb-12	Feb-19	Feb-26	Mar-5	Mar-12	Mar-19	Mar-26	Apr-2	Apr-9	Apr-16	Apr-23	Apr-30	May-7	May-14
	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							
Cmplt	Create Project Design/Specifications Requirements												X	X	X	X	X	X	X		
Cmplt	Perform Development												X	X	X	X	X	X	X		
	Test																				
Cmplt	Create Test Schedule/Cycles																		X	X	
Cmplt	Create Test Scripts																		X	X	
Cmplt	Perform Testing																		X	X	X
Cmplt	Perform Issue Resolution & Tracking																		X	X	X
	Implement																				
Cmplt	Create Go-Live Plan																		X	X	
Cmplt	Perform Communications to campus																		X	X	
Cmplt	Conduct Training																		X	X	X
Cmplt	Implement Go-Live Plan																				X
Cmplt	Update Knowledgebase																				★

Implement Faculty 180 Phase 2

Project Status: ★

Monthly Summary – June 4, 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

- Training: Faculty training sessions underway
- Video training completed

Upcoming Milestones

- 8/30/18: Final training session

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	Jul-22	Jul-29	Aug-5	Aug-12	Aug-19	Aug-26
	Week Number	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	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																														
Cmplt	Perform HCM Development	X	X	X	X	X																									
Cmplt	Perform FMS Development	X	X																												
Cmplt	FMS Data Validation			X	X	X	X																								
Cmplt	Perform CSS Development	X	X	X	X	X	X																								
Cmplt	QNA Testing							X	X	X	X	X	X	X																	
Cmplt	PPD Testing											X	X	X																	
	Implementation																														
Cmplt	Go-Live														★																
On Trk	Faculty Training													X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

Winter Session Mods - Student Financial Aid

Project Status: ★

Monthly Summary – June 4, 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, we complete the remaining user testing in PPD for Archive FA Term modifications (Project 2). Project 2 was installed into Production CSS on Sunday 5/13/2018 as scheduled. All Winter Session Modifications for Student Financial Aid are 100% complete.

Past Month's Key Accomplishments

- Completed User Testing for **Archive FA Term** (Project 2)
- Installed Archive FA Term Mods (Project 2) in PROD CSS – 5/13/2018

Upcoming Milestones

- None

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
	Week Number	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
	Initialize																			
Cmplt	Project Planning																			
Cmplt	Project Kick-Off																			
	Analyze, Design, & Development																			
Cmplt	Perform Project Analysis																			
Cmplt	Create Functional Specification																			
Cmplt	Create Technical Specifications (Project 1)	X	X	X	X															
Cmplt	Perform Development / Unit Testing (Project 1)	X	X	X	X															
Cmplt	Perform Rework following User Testing (Project 1)									X	X	X	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															
Cmplt	Perform User Testing (Project 1)					X	X	X	X	X	X		X	X	X	X				
Cmplt	Perform Issue Resolution & Tracking (Project 1)					X	X	X	X	X	X		X	X	X	X				
Cmplt	Perform User Testing (Project 2)																X	X	X	
Cmplt	Perform Issue Resolution & Tracking (Project 2)																X	X	X	
	Implement																			
Cmplt	Create Go-Live Plan												X							
Cmplt	Update Knowledgebase																			
Cmplt	Implement Go-Live Plan (Project 1)																★			
Cmplt	Implement Go-Live Plan (Project 2)																			★

Winter Session Mods to GA Contracting

Project Status: GREEN

Monthly Summary – June 4, 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 development was completed early in the month of May and system testing has started for both Student Employment Services and the Graduate College. The teams are expected to complete testing in mid-June to allow time for rework/retesting before the August 1st go-live date.

Past Month's Key Accomplishments

- Completed Phase 2 development

Upcoming Milestones

- 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																															
Cmplt	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																													
On Trk	Perform Testing - Phase 2																			X	X	X	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 for Rec. & Wellness

Project Status: GREEN

Monthly Summary – June 4, 2018

The Winter Session Modifications for Recreation and Wellness project's objective is to review and update the existing interface into Rec Trac to accommodate the required changes due to adding Winter Session, including systematically assigning Rec passes to students who are taking Winter Session courses and removing passes from students who are taking traditional Spring semester courses without Winter Session classes. All of the necessary project documents were created and approved last month, including the project scope and technical specifications. Development has begun with the goal of entering user testing in the month of August,

Past Month's Key Accomplishments

- Project documentation completed and approved
- Scope and technical specifications completed

Upcoming Milestones

- Development

Project Milestones

Status	Week Beginning (Sunday Date)	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
	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																									
Cmplt	Project Kick-Off		X																									
	Analyze, Design, & Development																											
Cmplt	Perform Project Analysis			X	X	X																						
Cmplt	Develop Scope Document			X	X	X																						
Cmplt	Create Project Design/Specifications Requirements						X	X	X																			
On Trk	Perform Development									X	X	X	X	X	X	X	X	X	X	X	X	X						
	Test																											
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	Implement Go-Live Plan																											★

Winter Session Mods to Faculty Contracting

Project Status: GREEN

Monthly Summary – June 4, 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. Development is expected to wrap up in the month of June.

Past Month's Key Accomplishments

- OnBase and HCM 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 – June 4, 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 performed Non-Integrated testing in QNA for the new Winter Session Equation Engine processes. We also performed Integrated Testing in QNA between the Bursar's Office, Registration and Records, Student Financial Aid and FMS GL Accounting. On 5/1, Rhonda Montague asked to install this project into Production CSS earlier than originally planned (June 17, 2018 instead of Nov 18, 2018) so that the Equation Engines and Setup Tables could be copied from Production into Test environments as we refresh environments for future testing. See the revised Project Schedule below. The remaining integrated testing with other user offices (Housing, Dining, Student Health Insurance, and Parking and HR) was moved to a separate project that includes an "End to End" test for the entire Winter Session Program.

Past Month's Key Accomplishments

- Started PPD Testing (Still In Progress)
- Started planning Winter Session End To End Test

Upcoming Milestones

- User Testing in CSS92PPD – 5/21 – 6/15
- Implementation – 06/17/2018

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
	Week Number	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25
	Initialize																				
Cmplt	Project Planning																				
Cmplt	Project Kick-Off																				
Cmplt	Modelling - Winter Session Enrollment/Assessment	X																			
Cmplt	Modelling - Develop New Equation Engine(s)	X																			
	Analyze, Design, & Development																				
Cmplt	Perform Project Analysis																				
Cmplt	Develop Project Charter																				
Cmplt	Create Project Plan																				
Cmplt	Create Functional Specifications	X	X	X	X	X															
Cmplt	Perform Development / Unit Testing					X	X	X	X												
	Testing																				
Cmplt	Create Test Scripts																				
Cmplt	User Testing in CSS92QNA									X	X	X	X	X	X						
Cmplt	Refresh CSS92PPD from Production															X					
On Trk	User Testing in CSS92PPD																X	X	X	X	
	Implement																				
Cmplt	Create Go-Live Plan																X				
Nt Strtd	Implement Go-Live Plan																				★
Nt Strtd	Update Knowledgebase																				X

Winter Session Mods for Dining Services

Project Status: GREEN

Monthly Summary – June 4, 2018

The Winter Session Modifications for Dining Services project's objective is to develop a systematic process to accommodate meal plan and residence hall sign-up for BGSU's Winter Session. This past month, the Project Charter was created and approved. This project is highly dependent on the StarRez Cloud Move project, requiring flexibility while the details are being finalized. The project team should have the information needed to create a high level schedule in the next few weeks, aiming for development to be completed in July.

Past Month's Key Accomplishments

- Project charter has been approved
- Technical specifications have been completed

Upcoming Milestones

- Creation and approval of project schedule
- Development

Project Milestones

Status	Week Beginning (Sunday Date)	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	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
	Initialize																					
Cmplt	Project Planning/Kick-Off	X	X																			
	Analyze, Design, & Development																					
Cmplt	Create Project Design/Specifications/Requirements		X	X	X	X																
Cmplt	Review/Approve Project Documentation						X	X	X	X												
On Trk	Lag time - StarRez Cloud migration										X	X	X	X	X							
Nt Strtd	Config/Developoment into BlackBoard Transact															X	X					
	Test																					
Nt Strtd	Perform Testing																	X	X			
Nt Strtd	Issue Tracking/Resolution																			X	X	
	Implement																					
Nt Strtd	Go-Live																					★

DRAFT - TO BE FINALIZED THIS MONTH

Winter Session Reporting

Project Status: GREEN

Monthly Summary – June 4, 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 both the Web Report Library and 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 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

Upcoming Milestones

- Kickoff
- Project Document Started

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
	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
	Initialize																													
On Trk	Project Planning	X	X																											
Nt Strtd	Project Kick-Off		X																											
	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/Cycles																													
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																													

PROJECT TIMELINE TO BE FINALIZED THIS MONTH

Winter Session End-to-End Testing

Project Status: GREEN

Monthly Summary – June 4, 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 performed Non-Integrated testing in QNA for the new Winter Session Equation Engine processes. We also performed Integrated Testing in QNA between the Bursar's Office, Registration and Records, Student Financial Aid and FMS GL Accounting. On 5/1, Rhonda Montague asked to install this project into Production CSS earlier than originally planned (June 17, 2018 instead of Nov 18, 2018) so that the Equation Engines and Setup Tables could be copied from Production into Test environments as we refresh environments for future testing. See the revised Project Schedule below. The remaining integrated testing with other user offices (Housing, Dining, Student Health Insurance, and Parking and HR) was moved to a separate project that includes an "End to End" test for the entire Winter Session Program.

Past Month's Key Accomplishments

- Configured Testing Process
- Scheduled Project Kickoff

Upcoming Milestones

- User Test Script Definition
- User Sequential Test Step Definition

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	Dec-16	Dec-23	Dec-30
	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**	**29**	**30**	**31**	**32**	**33**	**34**
	Initialize																															
On Trk	Project Planning	X	X	X	X																											
Nt Strtd	Design Solution		X	X	X																											
Nt Strtd	Project Kick-Off			X																												
	Analyze, Design, & Development																															
Nt Strtd	Finalize Test Scripts/Requirements		X	X	X	X	X	X	X	X	X																					
Nt Strtd	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 Secuirty (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				
Nt Strtd	PPD Migration/Configuration																	X	X	X	X	X	X					X				
Nt Strtd	Testing/Defect Resolution (PPD)																			X	X	X	X					X				
	Implement																															
Nt Strtd	Communication to Campus/Training																			X	X	X	X	X	X	X	X	X	X	X	X	X
Nt Strtd	Production Configuration																					X	X	X	X	X	X	X	X	X	X	
Nt Strtd	Production Migration																															★
Nt Strtd	Execute New Process																															X

Winter Session Program

Project Status: GREEN

Monthly Summary – June 4, 2018

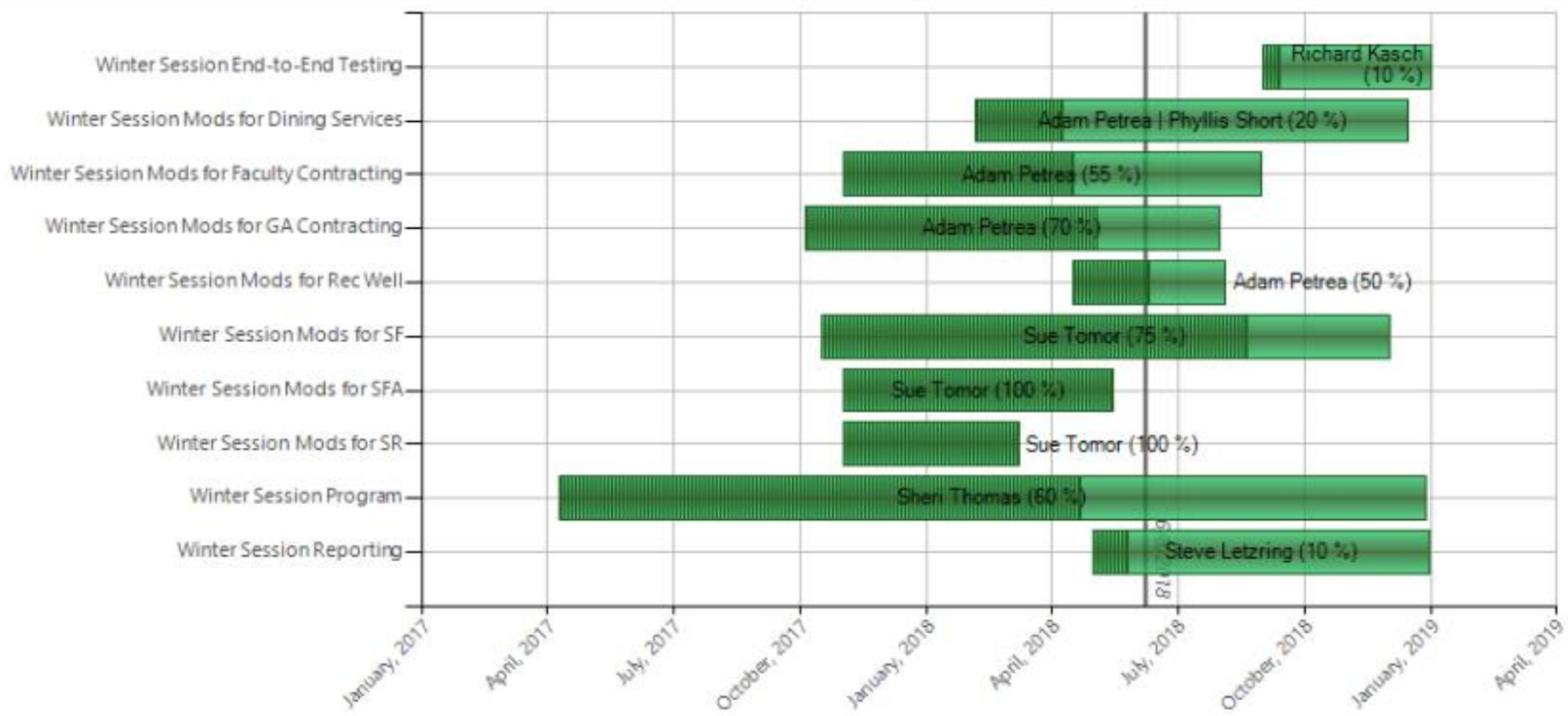
As part of BGSU's decision to create a new Winter Session between the Fall and Spring semester, ITS has been collaborating with a number of offices across campus to ensure that both new and existing business processes are built to accommodate the new session. There are 9 total projects that are required to produce the necessary system and business process changes and 2 have been successfully completed. As the individual projects are being developed, tested, and put into Production, the wider Winter Session Program team is working to develop an integrated, end-to-end test plan to ensure that all Winter Session related changes and processes work as intended, which is expected to take place in October of 2018.

Past Month's Key Accomplishments

- Winter Session Graduate Contracting development and 1st round of user testing has been completed
- The Rec Well project's development has been completed
- Initial end-to-end testing scope and initial timeline has been defined

Upcoming Milestones

- Engaging functional offices for end-to-end testing planning
- Winter Session Faculty contracting development will be completed this month, ready for user testing
- Dining Services development will kick-off this month
- Winter Session reporting requirements are still being determined
- Working with Reg and Records on staging Winter Session test data



Business Process Reviews

Project Status: GREEN

Monthly Summary – June 4, 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 – 8 recommendations, 1 complete
- Grants BPR – 32 recommendations, 24 completed
- CSS/FA BPR – 1 recommendation, 0 complete

Upcoming Milestones

- HR BPR – RFP for enterprise wide training system
- Grants BPR – Multiple smaller project work
- Grants BPR – Grants Portal initial review underway
- CSS/FA BPR – Review additional needs (Aug-18 start)
- Grants BPR – Grants Portal (Feb-19 start)

Project Milestones

Status	Week Beginning (Sunday Date)	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	Oct-28	Nov-4	Nov-11	Nov-18	Nov-25
	Week Number	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	96	97	98	99	100
	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
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
Cmplt	CSS/FA BPR - Consultant selection																														
On Trk	CSS/FA BPR - Current state review	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x													
Nt Strtd	CSS/FA BPR - Research processes									x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
Nt Strtd	CSS/FA BPR - Proposal																			x	x	x	x	x	x	x	x	x	x	x	x
On Trk	CSS/FA 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

Cloud-StarRez 10.4

Project Status: GREEN

Monthly Summary – June 4, 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

- Performed development
- Completed testing

Upcoming Milestones

- Implement Go – Live Plan

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
	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																				
Cmplt	Project Kick-Off		X																				
	Analyze, Design, & Development																						
Cmplt	Perform Project Analysis			X																			
Cmplt	Create Project Design/Specifications Requirements				X	X	X																
Cmplt	Perform Development						X	X	X	X	X	X	X	X									
	Test																						
Cmplt	Create Test Schedule/Cycles												X										
Cmplt	Create Test Scripts												X										
Cmplt	Perform Testing												X	X	X	X	X	X	X	X			
Cmplt	Perform Issue Resolution & Tracking																			X	X		
	Implement																						
On Trk	Create Go-Live Plan																				X	X	
Cmplt	Perform Communications to campus																					X	
Cmplt	Conduct Training																						X
Nt Strtd	Implement Go-Live Plan																						★

Migrate EMS to EMS Cloud

Project Status: GREEN

Monthly Summary – June 4, 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. 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.

Past Month's Key Accomplishments

- ITS Security Review of the cloud application started

Upcoming Milestones

- ITS Security Review completed
- Kickoff meeting

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

Data Center Migration Project

Project Status: GREEN

Monthly Summary – June 4, 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: 56% 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.

Replace and Enhance Student Scheduling Software

Project Status: YELLOW

Monthly Summary – June 4, 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. Schedule Builder v.2.0.3 was installed successfully on December 10th and remains in production to assist with student scheduling. For degree planning, we are now considering other options and will determine the best course of action as soon as possible. The executive direction given is to have the software designed, built, and installed for usage in fall 2018.

Past Month's Key Accomplishments

- Procurement: New options under consideration

Upcoming Milestones

- 6/20/18: Degree Planner leadership meeting

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																												
Off Trk	Vendor Scoping and Negotiation								X	X	X	X	X	X	X	X	X	X	X																	
Off Trk	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																																			★

Agilon One Report Library

Project Status: GREEN

Monthly Summary – June 4, 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. The specifications for the email report are completed. Specifications regarding the postal report requires verification form multiple people.

Past Month's Key Accomplishments

- DOD report has been completed and training has been conducted
- Initial discussion for the requirements of additional reports has begun
- Received specifications for the email report
- Received general specifications for the postal report

Upcoming Milestones

- Receive complete requirements for the postal report
- 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)	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	6-May	13-May	20-May	27-May	3-Jun	10-Jun	17-Jun	24-Jun	1-Jul
	Week Number	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	38	39	40	41	42	43	44	45
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	★																	
Cmplt	Collect Report Requirements																																							
Cmplt	Development	X	X	X	★																																			
Cmplt	Test Report				X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X																		
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	★
Not Started	Test Report																																			X	X	★		
Not Started	Implement Report																																					X	X	★
Not Started	Phase Three (Postal Report)																																X	X	X	X	X	X	X	★
Not Started	Collect Report Requirements																																X	X	★					
Not Started	Development																																		X	X	X	★		
Not Started	Test Report																																					X	★	
Not Started	Implement Report																																							★

Enterprise Training System RFI

Project Status: GREEN

Monthly Summary – June 4, 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. Four vendors have responded to the RFI, providing the team with confirmation that a number of acceptable systems exist. Purchasing has submitted the RFP/RFQ and the project team is coordinating with the vendors to setup demos and functional system reviews. The original timeline has been extended to allow the team to thoroughly review the solutions in an effort to select the most appropriate system for BGSU.

Past Month's Key Accomplishments

- Gathered RFI responses and identified appropriate solutions
- Submitted RFP/RFQ

Upcoming Milestones

- Working with vendors to gather costs/prices on their applications
- Selection of system based on RFP responses

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
	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/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				
On Trk	Final Vendor Selection																			X	X	X	★

Implementation of OnBase ArcGIS Module

Project Status: YELLOW

Monthly Summary – June 4, 2018

Implementation of the Onbase Integration module for ESRI ArcGIS will allow the large collection of drawings and documents about the physical campus in OnBase to be accessed through the GIS web map applications. This will save users time not needing to switch back and forth between the two software applications and make the data easier to find. This is a major step in the ongoing effort for the Office of Facilities Information to integrate Intelligent Database software platforms to make the data easier and quicker to access for our users to help make them more effective in their roles.

Past Month's Key Accomplishments

- Project Kick Off Meeting
- Install and Configure ArcGIS Module for OnBase in DEV

Upcoming Milestones

- Installation of ArcGIS Plugin
- User Testing
- Move to OnBase Test

Project Milestones

Status	Week Beginning (Sunday Date)	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	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
	Initialize																		
Cmplt	Project Planning	X	X	X															
Cmplt	Project Kick-Off	X	X	X															
	OnBase Dev																		
On Trk	Install Module in OnBase						X	X	X	X	X	X	X	X					
At Rsk	Install Plugin in ArcGIS						X	X	X	X	X	X	X	X					
At Rsk	End User Testing						X	X	X	X	X	X	X	X					
	OnBase Test																		
Nt Strtd	Install Module in OnBase														X	X	X	X	
Nt Strtd	Install Plugin in ArcGIS														X	X	X	X	
Nt Strtd	End User Testing														X	X	X	X	
	Implement																		
Nt Strtd	Create Go-Live Plan																X	X	
Nt Strtd	Knowledge Transfer																X	X	X
Nt Strtd	Implement Go-Live Plan																		★

NSC Interface Modifications

Project Status: GREEN

Monthly Summary – June 4, 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. This project has been migrated to QNA but is waiting in the queue due to other higher priority projects (HEI Reporting and Transcripts). Student Records started their user testing on 5/31. Testing will take approximately 4 weeks due to the complex nature of this interface. We anticipate that the project implementation will be delayed from June 17 to July 1, 2018 to allow enough time for user testing,

Past Month's Key Accomplishments

- User Testing delayed until 5/31 (due HEI Reports / Transcript Testing).

Upcoming Milestones

- User Acceptance Testing 5/31/2018 - 06/22/2018
- Implementation in Production CSS – 07/01/2018

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
	Week Number	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																						
Cmplt	Project Kick-Off																						
	Analyze, Design, & Development																						
Cmplt	Perform Project Analysis																						
Cmplt	Develop Scope Document																						
Cmplt	Create Functional Specifications	X																					
Cmplt	Perform Development / Unit Testing		X	X	X	X	X	X	X	X	X	X	X	X	X								
	Test																						
Cmplt	Create Test Schedule/Cycles										X	X											
Cmplt	Create Test Scripts												X	X	X								
On Trk	Perform User Testing																	X	X	X	X	X	
On Trk	Perform Issue Resolution & Tracking																	X	X	X	X	X	
	Implement																						
On Trk	Create Go-Live Plan																				X		
Nt Strtd	Perform Communications to campus																					X	
Nt Strtd	Implement Go-Live Plan																						★
Nt Strtd	Update Knowledgebase																						X

HEI Interfaces and Modifications

Project Status: GREEN

Monthly Summary – June 4, 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

- Completed Development / Unit Testing in DEV (AC) – 05/11
- Completed User Testing and Installed (DEMO/CRSE SE DC) – 05/13
- Completed User Testing and Installed (OC SN ST) - 06/03
- User Testing - In Progress (AC CU CN)
- Rework In Progress (AC) to resolve QNA User Testing Issues

Upcoming Milestones

- Complete Rework in DEV (AC) -06/08
- Finish User Acceptance Testing (CU CN) – 06/14
- Finish User Acceptance Testing (AC) - 06/28
- Install in Production CSS (CU CN) – 06/17/2018
- Install in Production CSS (AC) - 07/01/2018

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
	Week Number	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
	Initialize																						
Cmplt	Project Planning																						
Cmplt	Project Kick-Off																						
	Analyze, Design, & Development																						
Cmplt	Perform Project Analysis	X	X																				
Cmplt	Create Project Charter	X	X	X																			
Cmplt	Create Project Design / Functional Specifications	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	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	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	
	Implement																						
Nt Strtd	Create Go-Live Plan																				X		
Nt Strtd	Implement Go-Live Plan																						★
Nt Strtd	Update Knowledgebase																						X

Lenel Access Control - Analysis and Recommendations

Project Status: GREEN

Monthly Summary – June 4, 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. This month we were able to open communications with a vendor qualified to assist with our future-state vision.

Past Month's Key Accomplishments

- Documentation: Campus Ops and ResLife current-state documentation complete
- Research: Lenel-qualified vendor found to assist with future vision for access control

Upcoming Milestones

- June 5: Site visit to Indianapolis to research access control

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																	
At Rsk	Engage Lenel for Consultation				X	X	X	X										X	X	X	X	X		
Cmplt	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																							★

Adaptive Insights Integration

Project Status: GREEN

Monthly Summary – June 4, 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 and HCM and import this information into Adaptive Insights. During the past month, we have started initial project planning activities. We have conducted some initial teleconferences with the Adaptive Insights vendor to gather some information on our integration options and potential security concerns. A project kickoff meeting was held on 5/30 to formalize the project team, review the scope / deliverables of the project and begin to discuss our timeline. The project timeline has not been approved at this time.

Past Month's Key Accomplishments

- Initial Project Planning has begun - 5/14
- Teleconference- Discuss Integration Options with Adaptive Insights-5/29
- Conduct an initial Security Review of Adaptive Insights Integration

Upcoming Milestones

- Create Project Charter - 6/15
- Develop Project Plan – 6/15
- Demo of Adaptive Insights to ITS Application Team Members – 6/13

Project Timeline is not available at this time.

Create Financial Aid Reporting Environment

Project Status: GREEN

Monthly Summary – June 4, 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

- Defined all cells for report
- Completed initial table structure
- Began the development of sample reports
- Reverse engineered and verified RNL computations
- Finalized table design
- Built tables in ODS Test

Upcoming Milestones

- ETL initial load of archive data
- Move ETL jobs to Talend Enterprise Edition
- Test sample reports
- 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	★																				
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	★																	
On Trk	Establish ETL weekly run cycles											X	★											
On Trk	Initial load of archive data on desktop												X	X	★									
On Trk	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	★							
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	★

LiveText for the College of EDHD

Project Status: RED

Monthly Summary – June 4, 2018

The Spring pilot for the College of EDHD did not take place. The vendor is researching how to provide seamless integration from Canvas to LiveText/Watermark. If a solution can be found, then the pilot will take place in Fall 2018. This project is off schedule and a new schedule will need to be created, if we are able to proceed. ITS tasks associated with establishing SSO integration, development activities, and Canvas LTI setup have all been completed and we are ready to support the pilot.

Past Month's Key Accomplishments

- College of EDHD is still under negotiations with the vendor to determine if the pilot can take place in Fall 2018.
- Alternatives are being discussed if we do not go with the Via platform. This includes custom development options.

Upcoming Milestones

- Participate in future discussions with vendor and College of EDHD as needed.

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								
Off Trk	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												★								
Nt Strtd	Update Knowledgebase															X					

Experiential Learning Tracking Project

Project Status: GREEN

Monthly Summary – June 4, 2018

To comply with state regulations for experiential learning reporting, the BGSU Career Center is in need of a tool to maintain and report on students' activities with regard to internships, practicums, non-course information, and employer documentation. The basis of this tool will be a new OnBase solution fed with data from PeopleSoft and supplemented by designees in each college. This will replace existing process handled by various spreadsheets and e-mail, allowing more efficient reporting by the BGSU Career Center. The PeopleSoft interface will be tested with the normal QNA and PPD environments while OnBase proceeds through user acceptance testing prior to production migration.

Past Month's Key Accomplishments

- Design: Solution requirements gathering complete
- Planning: Project charter approved
- Development: CSS interface development underway
- Development: OnBase interface development underway

Upcoming Milestones

- July 5: Migrate CSS interface to QNA
- July 10: Beginning of user acceptance testing

Project Milestones

Status	Week Beginning (Sunday Date)	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
	Week Number	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	Initialize and Design																		
Cmplt	Project Planning and Startup	X	X	X															
Cmplt	Assemble Project Team		X	X															
Cmplt	Approve Project Charter			X	X														
Cmplt	Conduct Design Meetings			X	X	X	X												
	Development and Testing																		
On Trk	Create PeopleSoft CSS Export								X	X	X	X	X						
On Trk	Develop SFTP Data Transfer Process								X	X									
On Trk	Develop OnBase Solution								X	X	X	X	X						
Nt Strtd	Conduct PeoplesSoft QNA Testing												X	X	X	X			
Nt Strtd	Conduct PeoplesSoft PPD Testing																X	X	
Nt Strtd	Conduct OnBase User Acceptance Testing													X	X	X	X	X	
	Implementation																		
Nt Strtd	PeopleSoft Migration																		★
Nt Strtd	OnBase Migration																		★

Modify HEI Item Type Setup

Project Status: GREEN

Monthly Summary – June 4, 2018

In May 2018, a new HEI Item Type Setup table was created to more accurately report "Paid" students by semester and session on HEI Demographic Extract (HEI DEMO). The HEI Demographic Extract is created two times per semester and session: 15th Day (Census Day) and 30 Days After Semester Ends. The HEI DEMO and CRSE Creation process was recently modified to use the new HEI Item Type Setup table in order to select the specific Item Types that should be included when determining if the Student is "Paid" (owes less than $250). Currently, the Bursar's Office manually enters the list of HEI Item Types on the setup page each semester. The Bursar's Office has asked to add a new "Copy" feature on the HEI Item Type Setup page to copy Item Types from one semester to another. The Project is currently in the initial planning stages. Therefore a Project Timeline is not available at this time.

Past Month's Key Accomplishments

- Initial Project Planning has begun - 5/17
- Kickoff Meeting – 5/17
- Research other Student Financials Setup Pages – w/ Copy Feature

Upcoming Milestones

- Create Project Charter - 6/15
- Develop Project Plan – 6/15
- Functional Specification 6/22

Project Timeline is not available at this time.

EvaluationKIT University-Wide Course Evaluation

Project Status: GREEN

Monthly Summary – June 4, 2018

The Office of Academic Assessment (OAA) has released data to departments and instructors for the Spring 2018 pilot. OAA has also identified another navigation element to implement. Navigation to EvaluationKIT will be possible from the Canvas Account Settings page for users on June 7th.

Past Month's Key Accomplishments

- Identify processes for departmental and instructor access to data

Upcoming Milestones

- Implement Summer 2018 pilot
- Identify future role for existing EvaluationKIT subaccounts

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															
Cmplt	Review Spring 2018 pilot results								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	
Nt Strtd	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
Nt Strtd	Update Knowledgebase																														X	X	X	★

Supplier Onboarding in FMS 9.2

Project Status: GREEN

Monthly Summary – June 4, 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.

Annual Donor Reports - Phase 2

Project Status: GREEN

Monthly Summary – June 4, 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

- Revisions to report enhancements

Upcoming Milestones

- Development continues

Project Milestones

Status	Week Beginning (Sunday Date)	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
	Week Number	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37
	Initialize																				
Cmplt	Project Planning																				
Cmplt	Project Kick-Off																				
	Analyze, Design, & Development																				
Cmplt	Perform Project Analysis																				
Cmplt	Develop Scope Document																				
Cmplt	Create Project Design/Specifications Requirements																				
On Trk	Perform Development	X	X	X	X	X	X	X	X	X	X	X	X	X	X						
	Test																				
Nt Strtd	Create Test Schedule/Cycles														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			
Nt Strtd	Conduct Training																	X	X	X	
Nt Strtd	Perform Communications to end users																			X	
Nt Strtd	Implement Go-Live Plan																				★