



Project Timelines

| Departments: | AT = Academic Technologies | CMS = Computing and Media Support | EA = Enterprise Applications | NI = Network Infrastructure | PMO = Project Management Office | | | | | | |
|--|----------------------------|-----------------------------------|------------------------------|-----------------------------|---------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|
| Apr. 2019 | May 2019 | Jun. 2019 | Jul. 2019 | Aug. 2019 | Sep. 2019 | Oct. 2019 | Nov. 2019 | Dec. 2019 | Jan. 2020 | Feb. 2020 | Mar. 2020 |
| 24/7 Call Center Implementation (03/2019 - 09/2019) - On Target - CMS, PMO | | | | | | | | | | | |
| AUP / Email Policy (05/2018 - TBD) - Not Scheduled - NI | | | | | | | | | | | |
| Banner Quarterly Upgrades (03/2019 - 06/2019) - On Target - EA | | | | | | | | | | | |
| Banner Migration to Version 9 - Self Service Banner - Finance (06/2017 - TBD) - Not Scheduled - EA | | | | | | | | | | | |
| Banner Migration to Version 9 - Self Service Banner - Student: ADVISOR HOLDS (01/2019 - TBD) - Not Scheduled - EA | | | | | | | | | | | |
| Banner Migration to Version 9 - Self Service Banner - Student: TIME TICKETING (01/2019 - TBD) - Not Scheduled - EA | | | | | | | | | | | |
| Campus Upgrades to VMWare (07/2018 - 03/2019) - Complete - NI | | | | | | | | | | | |
| CDI Learning Spaces (07/2018 - 06/2021) - On Target - AT | | | | | | | | | | | |
| Class Software Virtualization Expansion: Engineering & Technology Depts. (02/2019 - 06/2020) - On Target - AT | | | | | | | | | | | |
| Classroom Upgrades - Gettysburg 19-20 (10/2018 - 08/2019) - On Target - AT | | | | | | | | | | | |
| Classroom Upgrades - Harrisburg 19-20 (10/2018 - 08/2019) - On Target - AT | | | | | | | | | | | |
| Classroom Upgrades - Lancaster 19-20 (10/2018 - 08/2019) - On Target - AT | | | | | | | | | | | |
| Classroom Upgrades - Lebanon 19-20 (10/2018 - 08/2019) - On Target - AT | | | | | | | | | | | |
| Classroom Upgrades - York 19-20 (10/2018 - 08/2019) - On Target - AT | | | | | | | | | | | |
| Cloud-based Data Storage for Banner Backups (07/2018 - TBD) - Not Scheduled - EA | | | | | | | | | | | |
| Cornerstone LMS: Banner Extracts (09/2018 - 08/2019) - On Target - EA | | | | | | | | | | | |
| Cyber Security Awareness (06/2018 - 06/2019) - On Target - NI, PMO | | | | | | | | | | | |
| Data Governance - Decision Rights & Accountabilities (01/2019 - TBD) - Not Scheduled - EA | | | | | | | | | | | |
| Data Warehouse (10/2018 - TBD) - Not Scheduled - EA | | | | | | | | | | | |
| DeepFreeze Review (01/2018 - 12/2019) - On Target - NI | | | | | | | | | | | |
| eAcademy: External (10/2018 - 04/2019) - On Hold - AT | | | | | | | | | | | |
| eAcademy: Major Revision 2 (07/2018 - 03/2019) - On Hold - AT | | | | | | | | | | | |
| eAcademy: Self-paced (07/2018 - 03/2019) - At Risk - AT | | | | | | | | | | | |
| Email List Automation - Faculty (11/2018 - TBD) - On Hold - EA, NI | | | | | | | | | | | |
| Harrisburg WIFI Coverage Review (06/2018 - TBD) - Not Scheduled - NI | | | | | | | | | | | |
| iTunes U Migration (08/2018 - 08/2019) - At Risk - AT | | | | | | | | | | | |
| NetCOBOL / Linux Job Server (01/2019 - 06/2019) - On Target - EA | | | | | | | | | | | |
| Network Monitoring (06/2018 - 06/2019) - On Target - NI | | | | | | | | | | | |
| Office365 Email Migration (06/2017 - 12/2018) - Complete - NI | | | | | | | | | | | |
| PCI Compliance - Phase I: Chip Reader Installation (06/2018 - 06/2019) - On Target - NI, PMO | | | | | | | | | | | |
| Polycom Replacement (07/2018 - 06/2021) - On Target - AT | | | | | | | | | | | |
| Project Management Information System RFP (09/2018 - TBD) - Not Scheduled - PMO | | | | | | | | | | | |
| PSERS (12/2018 - 07/2019) - Not Scheduled - EA | | | | | | | | | | | |
| Recruit 3.8 to 5.2 Migration (01/2019 - 10/2019) - On Target - EA, PMO | | | | | | | | | | | |
| San Replacement (Harrisburg) (06/2017 - 03/2019) - Due - NI | | | | | | | | | | | |
| SciQuest Approval Queues (10/2017 - 12/2018) - On Hold - EA | | | | | | | | | | | |
| SharePoint (10/2018 - TBD) - Not Scheduled - NI | | | | | | | | | | | |
| SoftPhone Pilot (08/2018 - TBD) - Not Scheduled - NI | | | | | | | | | | | |



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| AT = Academic Technologies | | | CMS = Computing and Media Support | | | EA = Enterprise Applications | | | NI = Network Infrastructure | | PMO = Project Management Office | |
| Apr. 2019 | May 2019 | Jun. 2019 | Jul. 2019 | Aug. 2019 | Sep. 2019 | Oct. 2019 | Nov. 2019 | Dec. 2019 | Jan. 2020 | Feb. 2020 | Mar. 2020 | |
| Video Connected Learning Spaces (07/2016 - 06/2020) - On Target - AT | | | | | | | | | | | | |
| Virtual Desktop Infrastructure - Internal (09/2017 - 03/2019) - Complete - NI | | | | | | | | | | | | |
| Virtual Desktop Infrastructure - Pilot: Amazon WorkSpace Solution (10/2018 - TBD) - Not Scheduled - NI | | | | | | | | | | | | |
| Windows 10 VPN (01/2018 - 12/2019) - On Target - NI | | | | | | | | | | | | |
| Wiring Closet Power/Temperature Monitor Installation (07/2018 - 08/2019) - On Target - NI | | | | | | | | | | | | |
| Workforce Development Public Registration Solution (07/2018 - 12/2019) - On Target - EA, PMO | | | | | | | | | | | | |
| Zoom Desktop Video Conferencing (07/2015 - 06/2020) - On Target - AT | | | | | | | | | | | | |

Overdue

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|---|--|--|--|--|--|--|--|--|--|--|--|
| ALEKS Placement Test Scores (01/2018 - 12/2018) - Behind Schedule - EA | | | | | | | | | | | |
| Banner - Preferred Name and Gender (09/2017 - 01/2019) - Behind Schedule - EA | | | | | | | | | | | |
| Banner Migration to Version 9 - Self Service Banner - Student: STUDENT PROFILE (08/2018 - 02/2019) - Behind Schedule - EA | | | | | | | | | | | |
| Cornerstone Outbound Data Feed (12/2018 - 03/2019) - Behind Schedule - EA | | | | | | | | | | | |
| Curriculum Phase I (11/2017 - 09/2018) - Behind Schedule - EA | | | | | | | | | | | |
| Cyber Security Roadmap (06/2017 - 06/2018) - Behind Schedule - NI | | | | | | | | | | | |
| KINBER MPLS Review / Reconfiguration (10/2018 - 04/2019) - Behind Schedule - NI | | | | | | | | | | | |
| Secondary Backup System Move to Lancaster (07/2018 - 02/2019) - Behind Schedule - NI | | | | | | | | | | | |
| SERS (09/2018 - 12/2018) - Behind Schedule - EA | | | | | | | | | | | |
| System Access Request Form (02/2018 - 09/2018) - Behind Schedule - NI, EA, CMS | | | | | | | | | | | |

In Progress

Reporting Date: April 26, 2019

| Plan | Department | Project | Project Lead(s) | Start | End | Status | Progress | Issues / Risks and Mitigations | Request for Actions |
|---|--|--|---|---------|---|-----------------|--|--|---|
| Goal 3: Strengthen Institutional Sustainability | Computing and Media Support, Project Management Office | Project Title: 24/7 Call Center Implementation Project Description: Transition of level I technical support from HACC to Randstad services. Project Sponsor: Robert Messner | Aginah Chambers, Josiane Hess, Chris Fuller | 03/2019 | Go-Live: 05/29 Assess: 08/2019 Closing: 09/2019 | On Target | Project charter pending Sponsor approval. The NI team is working to create a server for Randstad and will grant account accesses for testing by 05/03/19. Randstad is developing a knowledge base and working on connectivity with the CMS and NI teams. | 1. HACC resource availability. Plan to escalate needs when appropriate to ensure resources are assigned and engaged when required. 2. Impact to phone system if there is not a clean cutover. Plan to ensure there is adequate testing planned for the cutover process. | None. |
| Goal 2: Foster Student Success | Enterprise Applications | Project Title: ALEKS Placement Test Scores Project Description: Update Banner with ALES placement test scores Project Sponsor: Stephen Ampersand, Cindy Doherty | Cindy Gavazzi Meredith Jenkins Matthew Prugel Mallary DeSantis | 01/2018 | 12/2018 | Behind Schedule | Integration of H# with D2L and ALEKS in testing. Awaiting midterm score report from Mallary. Files will be processed manually until automation is fully tested for single sign on, accurate H#, file accuracy, and pairing of sections between D2L and ALEKS. Full implementation targeted for summer. Faculty must pair classes with D2L at start of term. | 1. Vendor has not been able to deliver the desired data as part of the API and has committed to creating a file upon request only. Vendor will provide file via FTP weekly. Ongoing issues with vendor slowly being resolved. | None. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | Project Title: AUP/Email Policy Project Description: Development of Email and Acceptable Use Policy Project Sponsor: Bob Messner | TBD | 05/2018 | TBD | Not Scheduled | Reviewed Policies at the APO meeting. Making edits per input from group and will return to discuss at the November meeting. NI Director was previously working on this effort and a new resource needs to be assigned. Removed 12/2018 completion date. | | None. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | Project Title: Banner - Preferred Name and Gender Project Description: The Banner system including all custom processes and third party integrations must be updated to reflect the College's Gender Acknowledgement and Accommodation Policy. Project Sponsor: Stephen Ampersand | Cindy Gavazzi Tom Hale Genita Mangum | 09/2017 | 01/2019 | Behind Schedule | Completed: - Preferred Name type on Banner 9 Student Self Service Class Lists and Advisee Lists were implemented 1/7/2019. - Sort order changed to last/first. - Confirmation of Attendance custom Self Service: Completed 2/20 - LMB / D2L Integration: Completed 3/12/19 - Library Integration: Completed 3/12/19 - HIM, Hawkmail, and Active Directory: Completed 3/11/19 - Employee Directory: Completed 3/19/19 - Halogen, Hawkeye, Total Rewards: Completed 3/27/19 In progress: - Student Profile: deployed to Production 2/24; awaiting user approval to update myHACC with active link - HR Cornerstone Extract: in testing - Banner Employee Profile: dependent on upgrading HR Self Service to v9.5 - Functional owners provided additional updates to third party integrations and Argos reports. Under further analysis. - Preferred Gender: Business Requirements in | 1. Banner 9 pages were deployed in conjunction with Banner 8 pages. Banner 8 pages need to be decommissioned to avoid confusion showing Legal vs. Preferred name. | Need for functional owner to take the lead on communications to faculty, advisors, and students. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | Project Title: Banner Quarterly Upgrades Project Description: Quarterly upgrades to Banner system Project Sponsor: Robert Messner | Seth Chevalier | 03/2019 | 06/2019 | On Target | Testing deadline: May 23, 2019 Deployment scheduled for June 2, 2019 Significant user testing required. Finance has submitted a number of test issues. Testing in other functional areas must be prioritized to ensure full functionality of jobs following the upgrade and cut over to the new job submission server. | 1. Dependency on new job submission server project requiring extensive testing. | Please stress the importance of testing with the functional leadership to ensure adequate resources are devoted to testing. |

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| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | Project Title: Banner Migration to Version 9 - Self Service Banner - Finance Project Description: Finance Module Upgrades: - My Finance Query Implementation Project Sponsor: Robert Messner | Nadia Ivanova, Marcia Washinger | prior to 06/2017 | TBD | Not Scheduled | Awaiting functional resources for testing. | | None. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | Project Title: Banner Migration to Version 9 - Self Service Banner - Student: ADVISOR HOLDS Project Description: - Student Module Upgrades: Student Self Service Implementation - Advisor Holds Project Sponsor: Stephen Ampersand | Amber Duh, Tom Hale | 01/2019 | TBD | Not Scheduled | Implementation postponed from 02/2019 until summer or fall 2019 to allow for additional testing and analysis. Request for deployment to a pilot group under analysis. | 1. Need to determine implications of advisor holds instead of PINS for late start registrations. | None. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | Project Title: Banner Migration to Version 9 - Self Service Banner - Student: STUDENT PROFILE Project Description: - Student Module Upgrades: Student Self Service Implementation - Student Profile Project Sponsor: Stephen Ampersand | Cindy Gavazzi Tom Hale, Genita Mangum | 08/2018 | 02/2019 | Behind Schedule | Student Profile deployed to Production for faculty and advisors 1/7/19. Student Profile deployed to Production for Students 2/24/19. Awaiting user approval to add links to myHACC Student page pending communications to students. Configuration changed to hide Gender - deployed 2/24/19. | Updates may be needed to remove Time Ticketing from Student Profile if not deployed together. | None. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | Project Title: Banner Migration to Version 9 - Self Service Banner - Student: TIME TICKETING Project Description: - Student Module Upgrades: Student Self Service Implementation - Time Ticketing Project Sponsor: Stephen Ampersand | Amber Duh, Tom Hale | 01/2019 | TBD | Not Scheduled | Deployment postponed from 02/2019 to summer to allow for additional analysis of objectives, expected outcomes, and functional testing by Enrollment Services and Registrar. | 03/2019: Concerns about project initiation, functional need, priority, and risks. | 03/2019: Need functional owners to confirm need. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | Project Title: Campus Upgrades to VMWare Project Description: Migration from HyperV to VMWare along with Server hardware upgrades Project Sponsor: Bob Messner | Dave Shaffer | 07/2018 | 03/2019 | Complete | Complete. | | None. |
| Goal 1: Advance Academic Excellence | Academic Technologies | Project Title: CDI Learning Spaces Project Description: Create training spaces on at least three campuses suitable to new classroom technology, emerging pedagogy, and advanced tools. Project Sponsor: Robert Messner | Jason Beaudin | 07/2018 | 06/2021 | On Target | No new update: W126: A "punch list" has been developed to address some lingering issues, including the need for some sound dampening within the space and throughout the bay. E329: A full scope has been determined, and upgrade is planned during Spring 2019 semester to allow time to work on other time-sensitive needs. Lebanon and York: Discussions are underway regarding a possible innovation lab project, pending an evaluation of faculty interest and perceived value. This would be beyond the scope of the original project, which was to install three such rooms (fulfilled by LAN, HBG, GET). | 1. This project depends on available space at multiple campuses; this has not yet been identified for some campuses. 2. This project requires ongoing capital budget support for the duration of the project, which may be contingent on enrollments. 3. This project requires ongoing capital budget support for new technologies in keeping with the classroom upgrade cycle. | None. |

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|---|-------------------------|---|----------------------------|---------|---------|---------------|--|---|--|
| Goal 3: Strengthen Institutional Sustainability | Academic Technologies | <p>Project Title: Class Software Virtualization Expansion : Engineering & Technology Department</p> <p>Project Description: Provide access required course software to remote students on multiple devices.</p> <p>Project Sponsor: Robert Messner</p> | Jason Beaudin | 02/2019 | 06/2020 | On Target | Responses to initial draft of form received, and planning of VDI for summer courses underway. Next steps will be capital request for additional hardware, request forms for Fall 2019 courses, and graphics card virtualization pilot. | <ol style="list-style-type: none"> Hardware requirements for some software (e.g.: AutoCad) limits performance in a virtualized environment through Hatsize. This cannot be mitigated using Hatsize. Long-term sustainability of increased usage and growth may not be fiscally feasible in current funding model. This could be mitigated by collection of lab fees. Ongoing expansion requires ongoing capital funding. | 1) Expand access to on-prem or cloud resources for additional expansion / phase 2. |
| Goal 1: Advance Academic Excellence | Academic Technologies | <p>Project Title: Classroom Upgrades - Gettysburg 19-20</p> <p>Project Description: Seven year implementation of classroom technology upgrades to presentation and/or collaboration specifications.</p> <p>Project Sponsor: Robert Messner</p> | Sue Savidge, Jason Beaudin | 10/2018 | 08/2019 | On Target | Facilities has provided an estimate of cost. | <ol style="list-style-type: none"> Funding source has not been confirmed for these upgrades. Potential resource contention with already planned upgrades outside of project scope. | None. |
| Goal 1: Advance Academic Excellence | Academic Technologies | <p>Project Title: Classroom Upgrades - Harrisburg 19-20</p> <p>Project Description: Seven year implementation of classroom technology upgrades to presentation and/or collaboration specifications.</p> <p>Project Sponsor: Robert Messner</p> | Sue Savidge, Jason Beaudin | 10/2018 | 08/2019 | On Target | Facilities has provided an estimate of cost. | <ol style="list-style-type: none"> Funding source has not been confirmed for these upgrades. Potential resource contention with already planned upgrades outside of project scope. | None. |
| Goal 1: Advance Academic Excellence | Academic Technologies | <p>Project Title: Classroom Upgrades - Lancaster 19-20</p> <p>Project Description: Seven year implementation of classroom technology upgrades to presentation and/or collaboration specifications.</p> <p>Project Sponsor: Robert Messner</p> | Sue Savidge, Jason Beaudin | 10/2018 | 08/2019 | On Target | Facilities has provided an estimate of cost. | <ol style="list-style-type: none"> Funding source has not been confirmed for these upgrades. Potential resource contention with already planned upgrades outside of project scope. | None. |
| Goal 1: Advance Academic Excellence | Academic Technologies | <p>Project Title: Classroom Upgrades - Lebanon 19-20</p> <p>Project Description: Seven year implementation of classroom technology upgrades to presentation and/or collaboration specifications.</p> <p>Project Sponsor: Robert Messner</p> | Sue Savidge, Jason Beaudin | 10/2018 | 08/2019 | On Target | Facilities has provided an estimate of cost. | <ol style="list-style-type: none"> Funding source has not been confirmed for these upgrades. Potential resource contention with already planned upgrades outside of project scope. | None. |
| Goal 1: Advance Academic Excellence | Academic Technologies | <p>Project Title: Classroom Upgrades - York 19-20</p> <p>Project Description: Seven year implementation of classroom technology upgrades to presentation and/or collaboration specifications.</p> <p>Project Sponsor: Robert Messner</p> | Sue Savidge, Jason Beaudin | 10/2018 | 08/2019 | On Target | Facilities has provided an estimate of cost. | <ol style="list-style-type: none"> Funding source has not been confirmed for these upgrades. Potential resource contention with already planned upgrades outside of project scope. | None. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | <p>Project Title: Cloud-based Data Storage for Banner Backups.</p> <p>Project Description: Research cloud-based storage options for Tivoli backup system</p> <p>Project Sponsor: Bob Messner</p> | Matt Gordon | 07/2018 | TBD | Not Scheduled | <p>Awaiting information from vendor.</p> <p>The VTL appliance is installed, we have the AWS account, but TSM cannot see the Virtual Drives or Library. The AWS account does not have the support option to contact them to ask any questions.</p> <p>Officially they only support TSM version 7, we're on 8. It should work, but it isn't.</p> <p>Vendor meeting being planned to address issues and status.</p> | | None. |

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|---|---|---|---|---------|---------|-----------------|---|---|---------------------|
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | Project Title: Cornerstone LMS: Banner Extracts of Course completion data from Banner and D2L Project Description: Extract professional development completion data from Banner to populate the Cornerstone LMS with historical data Project Sponsor: Aimee Brough | Cavil Anderson, Cindy Gavazzi, Heather Gutschmidt | 09/2018 | 08/2019 | On Target | Design template provided to Cornerstone (2/1/19); awaiting feedback. Requirements to be updated and completed upon approval of outbound data feed requirements. HR has postponed implementation for 4-6 months. Adjusted End Date from January to August. | | None. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | Project Title: Cornerstone LMS: Outbound Data Feed Project Description: Data extract of course completion data from Cornerstone for import to Banner as the system of record. Project Sponsor: Aimee Brough | Cavil Anderson, Cindy Gavazzi, Heather Gutschmidt | 12/2018 | 03/2019 | Behind Schedule | External Cornerstone requirements completed and sent to vendor. Internal requirements for Banner scripts is in progress pending input on Banner Skills Codes from functional users. Awaiting test file from vendor. When ready to implement, we will request a full file, then we will receive daily files with changes only to consume into Banner. | | None. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | Project Title: Curriculog (Phase I) Project Description: Support data integration from Banner to Curriculog for the course approval process. Project Sponsor: Lynold McGhee | Erika Steenland, Meredith Jenkins, Cindy Gavazzi | 11/2017 | 09/2018 | Behind Schedule | In testing with vendor since November. Working with vendor to resolve additional data mapping issues. 4/24/19: Additional fields added to forms and data map; in testing. Targeted for production deployment by end of April with Go Live for Faculty by June. Single Sign On: testing completed; live 01/2019, but will not be added to myHACC portal until faculty are fully trained. Faculty training began 3/15 and ongoing through spring semester. | 1. Risk: Data integrity dependent on maintenance of course catalog descriptions. 2. Risk: Data integrity dependent on identification and inactivation of courses no longer offered by Academic Affairs. 3. Risk: Vendor smart field data mapping causes import errors. Will require ongoing maintenance to ensure data is consistent with Banner. | None. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure, Project Management Office | Project Title: Cyber Security Awareness Project Description: Plan and execute monthly cyber security awareness campaigns from 08/2018 - 02/2019 and events for 10/2018 and 03/2019. Project Sponsor: Robert Messner | Aginah Chambers, Kevin Nutt | 06/2018 | 06/2019 | On Target | Phishing attempt completed 04/24/19 and results will be collected through 05/08/19. Notification will follow to respondents and results and additional information will be included an article for the June 2019 Ski-Gram. | 1. Milestones and deliverables broadly defined. If detailed planning does not occur, it will increase project risk. Planning milestones will be documented in PM plan. | None. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | Project Title: Cyber Security Road Map Project Description: Develop a HACC Security Road Map to protect the college network systems. Project Sponsor: Bob Messner | Kevin Nutt | 06/2017 | 06/2018 | Behind Schedule | Discussions with Security Administrator have begun. No formal work has started at this time (concentrating on Cyber Security Awareness project). | 1. While some progress has been made over the last year on this project, more staff time and leadership needs to be dedicated to this effort. | None. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | Project Title: Data Governance - Decision rights and accountabilities Project Description: - Establish data governance committee - Create mission and vision for data governance - Identify data stewards across functional areas - Begin development of data governance rules Project Sponsor: Robert Messner | Lynold McGhee | 01/2019 | TBD | Not Scheduled | Data dictionary in progress; first draft targeted for completion by June 2019. Committee in the process of reviewing data governance structures. Definition of Data Steward finalized. | None | None. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | Project Title: Data Warehouse Project Description: Evaluate the long term needs of the data warehouse. Project Sponsor: Robert Messner | Seth Chevalier Steve Barry | 10/2018 | TBD | Not Scheduled | Determining evaluation criteria; conducting research with other institutions. Business Analysts are working with functional owners to define business requirements. | None | None. |

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| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | Project Title: DeepFreeze Review Project Description: Review of current DeepFreeze product with possible replacement with CleanSlate Project Sponsor: Bob Messner | Dave Shaffer, Matt Gibson | 01/2018 | 12/2019 | On Target | Currently working with Fortes Grande to resolve issues with product working in our environment. Deep Freeze will be extended for one year until a determination can be made regarding Clean Slate. Completion date has been moved from 12/2018 to 12/2019. | | None. |
| Goal 1: Advance Academic Excellence | Academic Technologies | Project Title: eAcademy: External Project Description: Develop and offer a version of eAcademy suitable external clients as professional development. Project Sponsor: Robert Messner | Joe Mendrzycki, Jason Beaudin | 10/2018 | 04/2019 | On Hold | EMI indicates that they will put this out to bid. Project on hold pending the release of that bid request. | 1. This exists outside of job description duties, requiring a source for compensation of staff serving in a non-credit faculty capacity. 2. Existing eAcademy variants would need to be retooled to meet needs of EMI/FEMA client. This would require development time outside of work hours, and thus requires funding source for non-exempt staff time. 3. Because of leadership turnover on the stakeholder end, communication has been delayed, and the scope of the project may need to be re-evaluated. | None. |
| Goal 3: Strengthen Institutional Sustainability | Academic Technologies | Project Title: eAcademy: Major Revision 2 Project Description: Revision of eAcademy training to increase mobile learning components, emphasize instructor presence, meet needs identified by Virtual Learning, and increase efficiency of CDI (Center for Design and Instruction) mentoring. Project Sponsor: Jason Beaudin | Joe Mendrzycki, Jason Beaudin, Doreen Fisher-Bammer | 07/2018 | 03/2019 | On Hold | No new update: Resource contention and Virtual Learning prioritization of other projects has placed this on hold. End date will be revisited when the project is activated again. | 1. Resource contention within CDI could slow this project down. Efficiencies and overlap between this and other projects must be identified and capitalized upon in order to reduce redundant work and manage staff workloads. | None. |
| Goal 1: Advance Academic Excellence | Academic Technologies | Project Title: eAcademy: Self-paced Project Description: Develop a self-paced version of eAcademy suitable that allows for a variety of stakeholders to complete new or ongoing exploration of and certification for online teaching. Project Sponsor: Doreen Fisher-Bammer | Joe Mendrzycki, Jason Beaudin, Jazmin Simpson | 07/2018 | 03/2019 | At Risk | Faculty have been engaged in discussions alongside CDI and VL Leadership to discuss possible steps toward integrating self-paced opportunities with Virtual Learning faculty training. | 1. Quality of final product could be compromised without ongoing staff intervention. This will be mitigated through assessment design and prescribed checkpoints. 2. Administrative overhead added by this project is on top of all existing duties, which could have staffing and workload implications if such overhead is not minimized. Emphasis must be placed on self-paced nature of the offering, so that users understand expectations. 3. Traditional metrics such as completion rate are antithetical to assessing the success of broad-access self-paced offerings. Alternative assessment methods must be designed to identify the performance of this self-paced offering. | None. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure, Enterprise Applications | Project Title: Email List Automation - Faculty Project Description: Automate FT Faculty Email Distribution list Project Sponsor: Bob Messner | Dave Shaffer, Cindy Gavazzi | 11/2018 | TBD | On Hold | FT Faculty definition and output provided to David Bailey for review and confirmation. Awaiting verification. On hold until campus mailing address and job org code issue resolved. | Other departmental lists are on hold until job location data is updated in Banner. | None. |

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|---|-------------------------|--|------------------------------------|---------|---------|-----------------|---|---|---|
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | <p>Project Title: Harrisburg WIFI Coverage Review</p> <p>Project Description: Discovery, Mapping, and Planning of the Harrisburg WIFI network</p> <p>Project Sponsor: Bob Messner</p> | Dave Shaffer | 06/2018 | TBD | Not Scheduled | Project is ongoing and does not have an end date. It is believed that for the most part the wireless is now operating as it should. Network Infrastructure (NI) is still working on a plan to limit the current number of SSIDs being broadcasted. NI will also be surveying the students in the early portion of the Spring 2019 semester. The survey will ask the students about wireless network performance and coverage. Next steps will be determined based on the results of the survey. | | None. |
| Goal 1: Advance Academic Excellence | Academic Technologies | <p>Project Title: iTunes U Migration</p> <p>Project Description: Identify a long-term hosting solution for iTunes U collections following changes to Apple's terms of service.</p> <p>Project Sponsor: Jason Beaudin</p> | Qiquan Wang | 08/2018 | 08/2019 | At Risk | Russ Bricker departed the institution before he was able to provide any guidance on in-house hosting solutions. A new lead must be identified (see "Request for Actions"). | <ol style="list-style-type: none"> 1. Cost of hosted solution may be infeasible. 2. In house solution interface may not be intuitive enough for content creators | A new lead contact with knowledge of networked hosting solutions must be identified from among the NI team. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | <p>Project Title: KINBER MPLS Review/Reconfiguration</p> <p>Project Description: Working with KINBER to review current MPLS configuration and reengineer York and Gettysburg location in the WAN.</p> <p>Project Sponsor: TBD</p> | Dave Shaffer | 10/2018 | 04/2019 | Behind Schedule | As of 4/24 KINBER had not received the PO that was supposed to have been sent on 3/26 when it was created. The PO was once again sent yesterday and receipt confirmed. Awaiting information on scheduling now from KINBER. Expect time to be around 45 days or more. | | None. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | <p>Project Title: NetCOBOL / Linux Job Server</p> <p>Project Description: Migrate to a Linux Job Submission server running Redhat Enterprise Linux and NetCobol.</p> <p>Project Sponsor: Robert Messner</p> | Matt Gordon, Seth Chevalier | 01/2019 | 06/2019 | On Target | <p>Targeted for deployment along with Banner quarterly upgrade.</p> <p>Working to retire unused custom jobs instead of updating.</p> <p>Extensive user testing required for all baseline and custom jobs. Printing to paper must be tested. Ski Gram submitted to President's office 4/10/19 due to scale and impact of updates.</p> | None | Please stress the importance of testing with the functional leadership to ensure adequate resources are devoted to testing. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | <p>Project Title: Network Monitoring</p> <p>Project Description: Review of monitoring tools to improve network security and reliability.</p> <p>Project Sponsor: Bob Messner</p> | Dave Shaffer | 06/2018 | 06/2019 | On Target | Currently evaluating Cisco's Stealthwatch. We are in 60 day live demo of the product which concludes 4/26. Process remains ongoing. | | None. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | <p>Project Title: Office365 Email Migration</p> <p>Project Description: Migration from on-prem physical email servers to Microsoft's online email service</p> <p>Project Sponsor: Bob Messner</p> | Dave Shaffer, Mary Beth Yandrasitz | 06/2017 | 12/2018 | Complete | Completed. | <ol style="list-style-type: none"> 1. This project has been delayed due to the CollegeNet replacement project. Resources will be directed back to this project in June 2018. | None. |

In Progress

Reporting Date: April 26, 2019

| Plan | Department | Project | Project Lead(s) | Start | End | Status | Progress | Issues / Risks and Mitigations | Request for Actions |
|---|--|--|--|---------|--|---------------|--|--|---------------------|
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure, Project Management Office | Project Title: PCI Compliance Project Description: Plan and execute the required activities in order for the institution to meet PCI (Payment Card Industry) Compliance. Project Sponsor: Stephen Ampersand, Tim Sandoe, Robert Messner | Aginah Chambers, Sanjiv Nayyar, Kevin Nutt, Dave Shaffer | 06/2018 | Phase I: 6/30 Phase II: TBD | On Target | Welcome Center chip readers have been ordered. Finance will coordinate communications and training plan. Implementation of the chip readers is targeted to occur by 06/30/19. IT is working to gather information on areas that do not use CASHNet and their compliance with PCI standards. | 1. Data breach during execution may impact project activities. Team will consider project priority and request support from Leadership to confirm and commit resources when required. 2. Supporting activities for each requirement must be planned, documented, and have resources assigned to develop timeline. Approach is to contract a PCI Compliance expert to review processes and provide recommendations on where efforts should be focused so that resources can be utilized efficiently. | None. |
| Goal 3: Strengthen Institutional Sustainability | Academic Technologies | Project Title: Polycom Replacement Project Description: Begin reducing reliance on Polycom system for videoconference meetings by converting current meeting spaces into Zoom Rooms Project Sponsor: Bob Messner | Jason Beaudin | 07/2018 | 06/2021 | On Target | To date, only two viable small rooms have been identified. Ordering will proceed for those rooms. Funding may be requested to be rolled for the other locations. AT will work with the Campus IT Directors to identify a feasible model for Zoom Rooms meant for meetings, and each campus will install at least one small room by 06/2019. | 1. Under evaluation. | None. |
| Goal 3: Strengthen Institutional Sustainability | Project Management Office | Project Title: Project Management Information System Request For Proposal (PMIS RFP) Project Description: Evaluate and select a project management software solution that supports the project management function at an institutional level. Project Sponsor: Robert Messner | Aginah Chambers | 09/2018 | TBD | Not Scheduled | Finance and Human Resources will work with OIST to identify an interim solution for project management collaboration. Discussions with both areas have been scheduled for May 2019 to gather information on departmental project processes and flows. | 1. To be determined. | None. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | Project Title: PSERS Project Description: PSERS reporting updates Project Sponsor: Tim Sandoe | Nadia Ivanova | 12/2018 | 07/2019 | Not Scheduled | PSERS Legislative changes effective 7/1/19. Business requirements need to be defined. | None. | None. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications, Project Management Office | Project Title: Recruit 3.8 to 5.2 Migration Project Description: Upgrade Recruiter from v3.8 to v5.2 Project Sponsor: Gina-Lyn Crance | Aginah Chambers, Cindy Gavazzi, Amber Duh | 01/2019 | Go-Live: 09/2019 Closing: 10/2019 | On Target | BA is finalizing requirements with functional owners. Enrollment Services is researching bulk-email solutions. Researching text messaging requirements. EA is working on server configurations and system access for consultant. | 1. CRM Administrator will be at a disadvantage with a late start to the project. Sponsors are actively seeking solutions. 2. Closer coordination between IT and Functional areas will occur to minimize impact of disruptions. 3. Will develop detailed testing plans to minimize unplanned occurrences with the implementation (9/24 - 10/6). | None. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | Project Title: SAN Replacement Project Description: Replacement of existing NetApp storage appliance that has reached end-of-life. Project Sponsor: Russ Bricker | Dave Shaffer, Megan Koss | 06/2017 | 03/2019 | On Target | Ongoing. Seeding the data on the SANs is ongoing and expected to continue for another month or so. | We are having difficulty with replication of two remaining data stores. We are currently researching to the problem to determine next steps. On 4/24 IBM presented some additional data on what we should be doing with replication. We will evaluate the solution provided. | None. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | Project Title: SciQuest Approval Queues Project Description: Banner to SciQuest Security for Approval Queues Project Sponsor: Director of Procurement | Nadia Ivanova Phunthip Sungkarat | 10/2017 | 12/2018 | On Hold | On hold due to staff vacancy in Finance. | 1. Ongoing issues with vendor (Jaggaer) in resolving issues with data integration between Banner and SciQuest. | None. |

In Progress

Reporting Date: April 26, 2019

| Plan | Department | Project | Project Lead(s) | Start | End | Status | Progress | Issues / Risks and Mitigations | Request for Actions |
|---|--|--|---|---------|---------|-----------------|---|--|---------------------|
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | Project Title: Secondary Backup System move to Lancaster Project Description: Move secondary Tivoli backup system to Lancaster BDC Project Sponsor: Bob Messner | Dave Shaffer, Mary Beth Yandrasitz | 07/2018 | 02/2019 | Behind Schedule | Delayed. Still targeting to move likely in April/May following MBY return from vacation. | 1. Office 365 project has taken priority over this project. | None. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | Project Title: SERS Project Description: SERS reporting updates to reporting categories and calculations Project Sponsor: Tim Sandoe | Nadia Ivanova | 09/2018 | 12/2018 | Behind Schedule | Functional users involvement is needed to complete testing pending availability of payroll manager. SERS data is being reported manually for the time being. | | None. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | Project Title: SharePoint Project Description: Build business case for installation of SharePoint Project Sponsor: TBD | Dave Shaffer, TBD | 10/2018 | TBD | Not Scheduled | Project Lead confirmation is needed. Previously, NI Director (Russ B.) requested Dave S. and Evelin S. become familiar with the SharePoint platform. Need to discuss whether HACC will ask a consulting company to visit to talk about SharePoint. | | None. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | Project Title: SoftPhone Pilot Project Description: Pilot use of softphone as replacement from physical desktop phone Project Sponsor: TBD | Dave Shaffer, Evelin Schwartz | 08/2018 | TBD | Not Scheduled | Pilot group to provide feedback on softphone and headset by 04/12/19. | | None. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure, Enterprise Applications, Computing and Media Support | Project Title: System Access Request Form Project Description: Review of current SAR process and develop a new SAR process and form. Project Sponsor: Bob Messner | Dave Shaffer, Cindy Gavazzi, Chris Fuller | 02/2018 | 09/2018 | Behind Schedule | Sent survey out to current users. Currently reviewing results. SAR form will be reevaluated with implementation of outsourced support center ticket system. Additional requirements identified as related to HIM (HACC Identity Manager). | | None. |
| Goal 1: Advance Academic Excellence | Academic Technologies | Project Title: Video-Connected Learning Spaces Project Description: Leverage video-conference capabilities to design learning-centric spaces that can be connected across campuses to increase program offerings to students. Project Sponsor: Robert Messner | Jason Beaudin | 07/2016 | 06/2020 | On Target | The following spaces have been confirmed so far: 1) Harrisburg S106 (cart installation -complete) 2) Lebanon 314 (cart installation) 3) York C108 (wall installation) 4) Lancaster M326 (wall installation) 5) Gettysburg TBD (wall installation) An issue with SGP 701 has been identified. Academic Affairs is working on a resolution. Academic Affairs has identified upwards of 30 possible courses to include in these rooms. Multiple campuses have begun meeting to discuss coordinating MATH offerings in Fall 2019 to use these spaces as available. | 1. Per SGP 701, a course must be formally approved for a new modality to be offered as a video-connected course. Academic Affairs owns this process, and has been alerted; they are working on a resolution to allow the courses identified to move forward for Fall 2019. 2. Appropriate spaces must be identified at each campus. Campuses may be inclined to want to use these spaces for multiple purposes rather than dedicated learning spaces. 3. Rooms will likely have somewhat more limited / different capabilities than traditional classrooms, so training and faculty selection must be used to mitigate confusion. 4. Low student interest in new offerings and engagement in classes offered in these spaces would threaten their usefulness. This must be mitigated through advertising by the campuses and training / selection of faculty. | None. |

In Progress

Reporting Date: April 26, 2019

| Plan | Department | Project | Project Lead(s) | Start | End | Status | Progress | Issues / Risks and Mitigations | Request for Actions |
|---|--|--|--|---------|--|---------------|--|--|---------------------|
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | Project Title: Virtual Desktop Infrastructure - Internal Project Description: Establish a pilot for providing a virtual desktop for 50 concurrent CIS 105 students. Project Sponsor: Bob Messner | Dave Shaffer, Megan Koss, Gavin Harvey | 09/2017 | 03/2019 | Complete | Gavin has replicated HATSIZE, all resources for the pilot have been consumed and no additional classes can be added until additional resources are made available. I consider this item as it is complete. | | None. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | Project Title: Virtual Desktop Infrastructure - Pilot - Amazon Workspace Solution Project Description: Establish a pilot for providing a virtual desktop for 50 concurrent CIS 105 students. Project Sponsor: Bob Messner | Dave Shaffer, Megan Koss, Gavin Harvey | 10/2018 | TBD | Not Scheduled | Team continues to evaluate cloud services and will continue to do so until monies are made available (07/01/19). Completion date of 12/2018 has been removed due to the team needing to conduct research and request capital funds, which will not be available until 07/01/19. No revised due date has been established for this project since the NI team does not have a clear direction on the service or services that will be made available via the cloud at this time. | | None. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | Project Title: Windows 10 VPN Project Description: Review and implementation of Windows 10 VPN service Project Sponsor: Bob Messner | Dave Shaffer, Jim Walker | 01/2018 | 12/2019 | On Target | VPN is setup. Need to begin piloting users. Expect that to happen during April/May. Rollout schedule will be developed. | | None. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | Project Title: Wiring Closet power/temperature Monitor Installation Project Description: Install monitors in all wiring closets across the college Project Sponsor: Bob Messner | Dave Shaffer | 07/2018 | 08/2019 | On Target | Units have arrived. Server is being created. Unit installs will be scheduled to occur beginning in May. | | None. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications, Project Management Office | Project Title: Workforce Development Public Registration Solution Project Description: Standardize and formalize processes and procedures for the four registration types from beginning to end, integrate financial processes, and implement a supporting technical solution Project Sponsor: Cindy Doherty, Stephen Ampersand, Tim Sandoe | Aginah Chambers, Kenneth Shur, Cindy Gavazzi | 07/2018 | Go-Live: 11/4/19 Closing: 12/2019 | On Target | The functional units are working on developing 14 sub-process flows. The team has decided to continue war room discussions to accommodate the review of these processes and attempt to finalize them timely. The highest priority sub-process that impact IT's technical review are the Course Cancellation, Drop, No-pay and Virtual Course Enrollment processes, which are targeted for review by the team on 04/30/19. | 1. There is concern regarding the amount of manual work that may be created as a result of the final solution that is selected and implemented. The team will consider this as the future state is mapped and the solution is identified. Confirmation of the solution will also be required, which will allow for concerns to be addressed prior to moving forward with the solution. | |
| Goal 3: Strengthen Institutional Sustainability | Academic Technologies | Project Title: Zoom Desktop Video Conferencing Project Description: Deploy Zoom as an option for peer-to-peer and institution-to-student meetings Project Sponsor: Robert Messner | Jason Beaudin | 07/2015 | 06/2020 | On Target | Humanities discipline headsets have been received, and will be available for pickup from CDI staff at each campus. The remaining funds are being used to request webcams in anticipation of additional requests. This will be marked complete pending confirmation of the beginning of webcam distribution to faculty. | 1. Lack of webcams and headsets is slowing adoption. These must be provided to faculty and staff adopters. 2. Lack of student awareness of this tool may limit initial use. This can be mitigated through working with the Student Government Association to raise awareness of the utility and training materials. | None. |



Upcoming Projects

| Plan | Department | Project | Project Lead | Estimated | | | Project Requestor | Project Status | Project Status Details |
|---|-------------------------|--|---------------------------------|------------------|---------|------|--------------------|----------------|---|
| | | | | Start | End | Cost | | | |
| Goal 2: Foster Student Success | Enterprise Applications | <p>Project Title: Automating Advisor Assignments</p> <p>Project Description: Automate Advisor Assignments; all faculty advisors to view HS transcripts and educational plans in myHACC</p> | Tom Hale | 04/2018 | TBD | TBD | Christine Cappuzzo | Conception | Awaiting definition of business requirements. Academic Advising is waiting for Christine Cappuzzo to set up a kick-off meeting slated for October. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | <p>Project Title: Banner Upgrade - Self Service Banner - Registration</p> <p>Project Description: - Registration Upgrades: Student Self Service Enhancements</p> <p>Project Sponsor: Robert Messner</p> | Cindy Gavazzi | TBD | TBD | N/A | | IT Planning | Registration module has not been upgraded since it was implemented in 2015. Will require prioritization and testing among functional power users. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | <p>Project Title: Banner Migration to Version 9 - Self Service Banner - Human Resources</p> <p>Project Description: - Human Resources: Employee Self Service Enhancements - Finance (Payroll): Time Entry and Leave Management</p> <p>Project Sponsor: Aimee Brough</p> | Cindy Gavazzi | TBD | TBD | N/A | | Conception | Needs to be prioritized with HR. An upgrade is required to move forward with the Preferred Name and Gender for employees. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | <p>Project Title: Banner Migration to Version 9 - Self Service Banner - Human Resources</p> <p>Project Description: - Human Resources Upgrades: Position Description</p> <p>Project Sponsor: Aimee Brough</p> | Amy Berrier, Heather Gutschmidt | prior to 06/2017 | TBD | N/A | | Conception | Needs to be prioritized with HR. May be a dependency of HRIS projects for applicant tracking. Also a dependency of Self Service Timesheets |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | <p>Project Title: Banner Migration to Version 9 - Self Service Banner - Finance - My Approvals</p> <p>Project Description: Finance Module Upgrades: - My Approvals</p> <p>Project Sponsor: Tim Sandoe</p> | Cindy Gavazzi, Nadia Ivanova | TBD | TBD | N/A | | Conception | Self-service processing of approvals (e.g.: approvals of invoices, requisitions, journal vouchers); still in development with Ellucian, not yet scheduled for release |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | <p>Project Title: Banner Migration to Version 9 - Self Service Banner - Finance - My Journals</p> <p>Project Description: Finance Module Upgrades: - My Journals</p> <p>Project Sponsor: Tim Sandoe</p> | Cindy Gavazzi, Nadia Ivanova | 02/2019 | 06/2019 | N/A | | Conception | Self-service journal voucher processing; still in development with Ellucian, planned for release in Q4 of 2018 |



Upcoming Projects

| Plan | Department | Project | Project Lead | Estimated | | | Project Requestor | Project Status | Project Status Details |
|---|-------------------------|---|---------------------------------|-----------|-----|----------|-------------------------------|-------------------|---|
| | | | | Start | End | Cost | | | |
| Goal 1: Advance Academic Excellence | Academic Technologies | <p>Project Title: eAcademy : Advanced</p> <p>Project Description: Develop a continuously refreshed professional development experience allowing for current online faculty who have already completed eAcademy to access information on new and emerging tools and technologies.</p> <p>Project Sponsor: Doreen Fisher-Bammer</p> | Joe Mendrzycki | TBD | TBD | N/A | Jason Beaudin, Jazmin Simpson | On Hold | Holding off pending completion of other projects. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | <p>Project Title: Enhance Identity Management System</p> <p>Project Description: Propose and implement lifecycles for: - retired employee accounts - admitted student accounts - registered student accounts - graduated student accounts</p> <p>Project Sponsor: Robert Messner</p> | Cindy Gavazzi | TBD | TBD | TBD | | Conception | Not yet started due to resource contention issues. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | <p>Project Title: Ethos</p> <p>Project Description: Implement the Ethos Higher Ed data model for integration between 3rd party applications and Banner</p> <p>Project Sponsor: Robert Messner</p> | Seth Chevalier Cindy Gavazzi | TBD | TBD | N/A | | Conception | |
| Goal 3: Strengthen Institutional Sustainability | Academic Technologies | <p>Project Title: HSP Interactive Video Pilot</p> <p>Project Description: Explore possibility of program-wide mobile device use in classroom activities and develop a plan / roadmap for providing financially feasible access to mobile devices to students in this program.</p> <p>Project Sponsor: TBD</p> | Jason Beaudin | 09/2018 | TBD | TBD | Jason Beaudin, Sarah Jacobson | On Hold | Awaiting the return of faculty to begin work. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | <p>Project Title: HACC Mobile App</p> <p>Project Description: Create a HACC Mobile App to enhance the student experience</p> <p>Project Sponsor: Bob Messner</p> | Cindy Gavazzi | TBD | TBD | \$90,000 | Ski | Conception | Requirements gathering in progress. Received quote from Ellucian. Gathered information from Montgomery County CC. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | <p>Project Title: HACCWeb upgrades for Banner 9</p> <p>Project Description: Migrate HACCWeb applications to support Banner 9 Self Service upgrades</p> <p>Project Sponsor: Bob Messner</p> | Matt Gordon | 09/2018 | TBD | TBD | | IT Prioritization | Requirements pending plan for end of life for Self Service Banner. |



Upcoming Projects

| Plan | Department | Project | Project Lead | Estimated | | | Project Requestor | Project Status | Project Status Details |
|---|-------------------------|---|------------------------------|-----------|---------|----------|------------------------------|-------------------|--|
| | | | | Start | End | Cost | | | |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | <p>Project Title: HR Applicant Tracking, Onboarding, and Performance Management</p> <p>Project Description: Streamline the systems for applicant tracking, onboarding, and performance management</p> <p>Project Sponsor: Aimee Brough</p> | Jessie Groft Della Archer | 07/2019 | 11/2019 | TBD | Aimee Brough | Conception | Proposal review completed; four vendors provided demos. Reference check in progress for PageUp. Is new TIC request needed? |
| Goal 3: Strengthen Institutional Sustainability | Academic Technologies | <p>Project Title: Human Anatomy App Pilot</p> <p>Project Description: Work with the Biology discipline and other stakeholders to identify human anatomy app options, identify a single one, and develop a model for sustainable funding.</p> <p>Project Sponsor: Rae Dennis</p> | Jason Beaudin | 09/2018 | TBD | TBD | Jason Beaudin, Rae Dennis | IT Planning | Awaiting the return of faculty to begin work. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | <p>Project Title: Migration from current Apple iTunes hosting</p> <p>Project Description: Install new servers and VMWare</p> <p>Project Sponsor: TBD</p> | Russ Bricker, Jason Beaudin | TBD | TBD | TBD | | IT Planning | |
| Goal 3: Strengthen Institutional Sustainability | Academic Technologies | <p>Project Title: Mobile Device Access (Phase 1)</p> <p>Project Description: Explore possibility of program-wide mobile device use in classroom activities and develop a plan / roadmap for providing financially feasible access to mobile devices to students in this program.</p> <p>Project Sponsor: TBD</p> | Jason Beaudin | TBD | TBD | N/A | Jason Beaudin, Cindy Doherty | IT Prioritization | Not yet started due to resource contention issues. Conversation held with Virtual Learning to discuss possible focus within new VL Excellence Fund fundraising efforts. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | <p>Project Title: Network Audit</p> <p>Project Description: With the help of outside experts, conduct an audit of HACC's network infrastructure.</p> <p>Project Sponsor: TBD</p> | Russ Bricker | TBD | TBD | TBD | | Conception | |
| Goal 3: Strengthen Institutional Sustainability | Academic Technologies | <p>Project Title: Polycom Replacement</p> <p>Project Description: Begin reducing reliance on Polycom system for videoconference meetings by converting current meeting spaces into Zoom Rooms</p> <p>Project Sponsor: Bob Messner</p> | Jason Beaudin | 07/2018 | 06/2019 | \$75,000 | Bob Messner | IT Planning | Early planning within AT is underway. Project launch will follow. |



Upcoming Projects

| Plan | Department | Project | Project Lead | Estimated | | | Project Requestor | Project Status | Project Status Details |
|---|-----------------------------|---|-----------------------------------|-------------|---------|------|-------------------|-------------------|--|
| | | | | Start | End | Cost | | | |
| Goal 3: Strengthen Institutional Sustainability | Project Management Office | <p>Project Title: Project Management D2L Portal</p> <p>Project Description: Implementation of a PMO D2L portal that includes an overview of the PMO Methodology and existing tools and templates.</p> <p>Project Sponsor: Robert Messner</p> | Aginah Chambers | TBD | TBD | N/A | Bob Messner | IT Planning | 1. Working to complete a draft of the PMO D2L portal for the project management overview. |
| Goal 3: Strengthen Institutional Sustainability | Project Management Office | <p>Project Title: Project Management Essentials Education</p> <p>Project Description: Development and implementation of project management essentials course that will be offered to the institution.</p> <p>Project Sponsor: Robert Messner</p> | Aginah Chambers | Qtr. 1 2019 | TBD | N/A | Cavil Anderson | Conception | 1. Working with Human Resources to develop core competencies and course objectives. 2. Project is planned to formally kick-off sometime in Qtr. 1 2019 following completion of the project management D2L portal and the Cornerstone Management project implementation. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | <p>Project Title: Replication of HACC website database</p> <p>Project Description: Replicate the internal SQL database that supports the website.</p> <p>Project Sponsor: TBD</p> | Russ Bricker | TBD | TBD | TBD | | IT Planning | Preliminary estimate has been provided by website vendor (PaperThin) |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | <p>Project Title: Role Based Security</p> <p>Project Description: Modify the existing Distributed Security Model to utilize Role Based Security</p> <p>Project Sponsor: Robert Messner</p> | Cindy Gavazzi Seth Chevalier | TBD | TBD | TBD | HEAAT | Conception | Finance indicated interest to engage in this project. |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | <p>Project Title: Streamline Payroll Processes</p> <p>Project Description: Streamline payroll processes to leverage Banner baseline functionality to decommission custom and manual processes</p> <p>Project Sponsor: Tim Sandoe</p> | Kelly Pannebaker Nadia Ivanova | TBD | 06/2019 | TBD | Kelly Pannebaker | IT Prioritization | Brainstorming meeting held 3/13/19 with Nadia, Greg, Kelly and Cindy to identify manual and custom processes. Requested a quote from Ellucian for a health check. Scoping call to be scheduled. |
| Goal 3: Strengthen Institutional Sustainability | Computing and Media Support | <p>Project Title: TIC Process</p> <p>Project Description: Develop formal charter, mission and vision statements, enhance guidelines for members and establish formal annual meeting dates.</p> <p>Project Sponsor: Robert Messner</p> | Chris Fuller | 02/2018 | 05/2018 | N/A | | IT Prioritization | As of 04/26/18, this project hasn't started yet. Input will be sought from committee members which is to begin in the next two weeks. |



Upcoming Projects

| Plan | Department | Project | Project Lead | Estimated | | | Project Requestor | Project Status | Project Status Details |
|---|-------------------------|--|--------------------------------|-----------|-----|---------|-------------------|----------------|--|
| | | | | Start | End | Cost | | | |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | <p>Project Title: Web Services API for BDM and Banner</p> <p>Project Description: Enhance Banner Self-Service to allow users to attach documents using BDMS</p> <p>Project Sponsor: Robert Messner</p> | Matt Gordon, Seth Chevalier | 07/2019 | TBD | \$5,000 | Nadia Ivanova | IT Planning | TIC approval 12/10/18. Planning for FY20 |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | <p>Project Title: WFD CRM</p> <p>Project Description: Tracking and reporting of WFD contract sales efforts</p> <p>Project Sponsor: TBD</p> | Denys Pfeiffer | 02/2019 | TBD | TBD | Vic Rogers | Conception | WFD BA held scoping meeting March 5, 2019. |
| Goal 3: Strengthen Institutional Sustainability | Network Infrastructure | <p>Project Title: Wiring Closet Monitors</p> <p>Project Description: Add temperature monitor devices for wiring closets.</p> <p>Project Sponsor: TBD</p> | Russ Bricker, Evelin Schwartz | TBD | TBD | TBD | | IT Planning | |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | <p>Project Title: Workforce Development Contract Registration Solution</p> <p>Project Description: Streamline the WFD contracting process</p> <p>Project Sponsor: Cindy Doherty, Stephen Ampersand, Tim Sandoe</p> | Denys Pfeiffer | TBD | TBD | TBD | Vic Rogers | Conception | |
| Goal 3: Strengthen Institutional Sustainability | Enterprise Applications | <p>Project Title: Workforce Development Financial Aid Eligible Programs Registration</p> <p>Project Description: Streamline the WFD registration process for financial aid eligible programs</p> <p>Project Sponsor: Cindy Doherty, Stephen Ampersand, Tim Sandoe</p> | Denys Pfeiffer Andy Marah | TBD | TBD | TBD | Vic Rogers | Conception | |