



Project Timelines

Departments:											
AT = Academic Technologies		CMS = Computing and Media Support			EA = Enterprise Applications			NI = Network Infrastructure		PMO = Project Management Office	
Jul. 2018	Aug. 2018	Sep. 2018	Oct. 2018	Nov. 2018	Dec. 2018	Jan. 2019	Feb. 2019	Mar. 2019	Apr. 2019	May 2019	Jun 2019
A/V Tool Cart Creation (07/2018 - 06/2019) - On Hold - AT											
Accuplacer Placement Test Scores (09/2017 - 10/2018) - On Target - EA											
ALEKS Placement Test Scores (01/2018 - 12/2018) - On Target - EA											
AUP / Email Policy (05/2018 - 12/2018) - On Target - NI											
Automating Advisor Assignments (04/2018 - TBD) - Not Scheduled - EA											
Axiom / Xenegrade Implementation (01/2018 - 09/2018) - On Hold - EA, PMO											
Banner - Preferred Name and Gender (09/2017 - 12/2018) - On Target - EA											
Banner 8 Quarterly Upgrades - Q3 (06/2018 - 08/2018) - On Target - EA											
Banner Document Management Upgrades / Secure Path Migration (06/2017 - 10/2018) - On Target - EA											
Banner Migration to Version 9 - INB (05/2017 - 12/2018) - On Target - EA											
Campus Upgrades to VMWare (07/2018 - 12/2018) - On Target - NI											
CDI Learning Spaces (07/2018 - 06/2021) - On Target - AT											
Classroom Upgrades - Harrisburg (10/2017 - 05/2025) - On Target - AT											
Classroom Upgrades - Lancaster (10/2017 - 05/2025) - On Target - AT											
Classroom Upgrades - Lebanon (10/2017 - 05/2025) - On Target - AT											
Classroom Upgrades - York (10/2017 - 05/2025) - On Target - AT											
Cloud-based Data Storage for Backups (07/2018 - 09/2018) - On Target - NI											
Cornerstone Learning Management System (07/2017 - 09/2018) - On Target - EA											
Curriculog Phase I (11/2017 - 09/2018) - On Target - EA											
Cyber Security Awareness (06/2018 - 11/2018) - On Target - NI, PMO											
Daylight Rollout (07/2017 - 07/2018) - On Target - AT											
DeepFreeze Review (01/2018 - 12/2018) - On Target - NI											
eAcademy: Major Revision (07/2018 - 03/2019) - On Target - AT											
eAcademy: Self-paced (07/2018 - 03/2019) - On Target - AT											
Email List Automation (07/2018 - 09/2018) - On Target - NI, EA											
Faculty Load and Compensation (09/2017 - 08/2018) - On Target - EA											
Harrisburg 10G Fiber Upgrade (01/2017 - 09/2018) - On Target - NI											
Harrisburg WIFI Coverage Review (06/2018 - 07/2018) - On Target - NI											
Harrisburg WIFI Network Upgrade (03/2018 - 09/2018) - Complete - NI											
Hatsize / Class Software Virtualization Pilot (07/2015 - TBD) - Not Scheduled - AT											
Library Imaging (06/2017 - 07/2018) - On Target - NI											
Network Monitoring (06/2018 - 12/2018) - On Target - NI											
Non-Academic Scheduling (12/2017 - TBD) - Not Scheduled - NI, PMO											
Office365 Email Migration (06/2017 - 12/2018) - On Target - NI											
OIST Business Continuity Plan (12/2017 - 08/2018) - On Target - NI, PMO											
One Button Studio Deployment (01/2018 - 08/2018) - On Target - AT											
Oracle Application Express (11/2017 - 07/2018) - On Target - EA											
PCI Compliance (06/2018 - TBD) - Not Scheduled - NI, PMO											



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Jul. 2018	Aug. 2018	Sep. 2018	Oct. 2018	Nov. 2018	Dec. 2018	Jan. 2019	Feb. 2019	Mar. 2019	Apr. 2019	May 2019	Jun 2019
PHEAA Transmission Update (04/2018 - 07/2018) - On Target - EA											
Phone System Software Upgrade (03/2018 - 06/2018) - Complete - NI											
Project Management D2L Portal (03/2018 - TBD) - Not Scheduled - PMO											
Room Scheduling Display (01/2018 - 06/2019) - On Target - AT											
SciQuest Approval Queues (10/2017 - 12/2018) - On Target - EA											
Secondary Backup System Move to Lancaster (07/2018 - 09/2018) - On Target - NI											
Security for Confidential Counselor Comments in Banner (04/2018 - 07/2018) - On Target - EA											
Setup Unified Auditing (01/2018 - 09/2018) - On Target - EA											
System Access Request Form (02/2018 - 09/2018) - On Target - NI, EA, CMS											
Upgrade of York Network Optics to Support 10G (05/2018 - 07/2018) - On Target - NI											
UPS Batter Replacement (05/2018 - 09/2018) - On Target - NI											
User Identity Mgmt. - Custom Integration: Banner & Active Directory (09/2017 - 12/2018) - On Target - EA											
Video Connected Learning Spaces (07/2016 - 06/2020) - On Target - AT											
Virtual Desktop Infrastructure (09/2017 - 12/2018) - On Target - NI											
Windows 10 VPN (01/2018 - 12/2018) - On Target - EA											
Workforce Development Detail Codes and Chart of Accounts (01/2018 - 07/2018) - Complete - EA											
Zoom Desktop Video Conferencing (07/2015 - 06/2020) - On Target - AT											

Overdue

Blackbaud (06/2016 - 08/2017) - Behind Schedule - EA											
College Catalog Enhancements (10/2014 - 06/2018) - On Target - EA											
Cyber Security Roadmap (06/2017 - 06/2018) - Behind Schedule - NI											
Data Security Improvements - Banner Audit Findings (11/2017 - 06/2018) - On Target - EA											
San Replacement (06/2017 - 03/2018) - Behind Schedule - NI											
User Identity Mgmt. - Password Portal (09/2017 - 03/2018) - Behind Schedule - EA											
Wan Expansion (01/2017 - 12/2017) - Behind Schedule - NI											



In Progress

Reporting Date: July 9, 2018

Plan	Department	Project	Project Lead	Start	End	Status	Progress	Issues / Risks and Mitigations	Request for Actions
Goal 3: Strengthen Institutional Sustainability	Academic Technologies	<b>Project Title: A/V Tool Cart Creation</b>  <b>Project Description:</b> Create and deploy one cart of tools suitable for classroom upgrades for each campus.  <b>Project Sponsor:</b> Jason Beaudin	Derek Zellers	07/2018	06/2019	On Hold	Research to determine appropriate equipment underway.		None.
Goal 2: Foster Student Success	Enterprise Applications	<b>Project Title: Accuplacer Placement Test Scores</b>  <b>Project Description:</b> Update Banner with new Accuplacer placement test scores  <b>Project Sponsor:</b> Stephen Ampersand	Cindy Gavazzi Meredith Jenkins Tom Hale	09/2017	10/2018	On Target	EA will support the definition of business requirements for functional area due to backlog. Project lead scheduled recurring meetings Next steps: - Need cut scores and test codes	1. Awaiting definition of business requirements.	None.
Goal 2: Foster Student Success	Enterprise Applications	<b>Project Title: ALEKS Placement Test Scores</b>  <b>Project Description:</b> Update Banner with ALES placement test scores  <b>Project Sponsor:</b> Stephen Ampersand, Cindy Doherty	Cindy Gavazzi Meredith Jenkins Christine Cappuzzo	01/2018	12/2018	On Target	Test file received from ALEKS; waiting on test codes to be defined/created. Next steps: EA to document requirements, timeline, and begin programming.	1. Major change in how placement scores are uploaded to Banner.	None.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<b>Project Title: AUP/Email Policy</b>  <b>Project Description:</b> Development of Email and Acceptable Use Policy  <b>Project Sponsor:</b> Bob Messner	Russ Bricker	05/2018	12/2018	On Target	Waiting to be scheduled in August for review by Faculty Organization		None.
Goal 2: Foster Student Success	Enterprise Applications	<b>Project Title: Automating Advisor Assignments</b>  <b>Project Description:</b> Automate Advisor Assignments; all faculty advisors to view HS transcripts and educational plans in myHACC	Tom Hale Christine Cappuzzo	04/2018	TBD	Not Scheduled	Awaiting definition of business requirements.		None.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<b>Project Title: Axiom / Xenegrade Implementation</b>  <b>Project Description:</b> Workforce Registration system deployment  <b>Project Sponsor:</b> Stephen Ampersand, Cindy Doherty	Aginah Chambers, Heather Reber, Cindy Gavazzi	01/2018	09/2018	On Hold	Project implementation date of 09/10/18 has been placed on hold while the Leadership Team discusses payment posting process and potential solutions.  In the meantime, the project team is continuing to work on other project activities such procedures, mapping process flows, requesting a Workforce Development analyst position, and documenting requirements. The vendors (Axiom and XenDirect) are also continuing to work on their deliverables. CASHNet environment is ready for testing (although the payment posting process may impact this engagement).	1. Decision on holds and payment posting process may have implications on the project scope, schedule, and costs. Decisions on these process are required to evaluate remaining project needs (activities, timeline, costs, and scope). 2. Additional impact may be identified as the team works through process maps (including the payment process), requirements, revising the Project Charter and data mapping activities. Team will communicate additional resources (human, materials, costs) required to execute the revised project scope successfully.	1. Final decision is needed from Leadership on whether students who have a hold on their account can register for WFD courses. 2. Final decision is needed from Leadership on payment posting process.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<b>Project Title: Banner - Preferred Name and Gender</b>  <b>Project Description:</b> The Banner system including all custom processes and third party integrations must be updated to reflect the College's Gender Acknowledgement and Accommodation Policy.  <b>Project Sponsor:</b> Stephen Ampersand	Cindy Gavazzi Tom Hale Genita Mangum	09/2017	12/2018	On Target	1. Contingent on Banner 9 deployment. 2. EA will support the documentation of business requirements and will provide guidelines for decisions. Input is needed from all functional areas.		None.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<b>Project Title: Banner 8 Quarterly Upgrades - Q3</b>  <b>Project Description:</b> Quarterly upgrades to Banner system  <b>Project Sponsor:</b> Robert Messner	Seth Chevalier	06/2018	08/2018	On Target	Planned upgrades announced at 06/25/18 HEAT meeting. Testing deadline: 08/09/18 Target deployment: 08/19/18 User testing to consist of both Banner 8 and Banner 9.		None.



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Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<p><b>Project Title: Banner Document Management Upgrades / Secure Path Migration</b></p> <p><b>Project Description:</b> Research and enhance Banner Document Management to be Banner 9 compliant. Ellucian is no longer licensing DiskXtender which is the file system component of App Extender. DiskXtender is being replaced with Secure Path.</p> <p><b>Project Sponsor:</b> Robert Messner</p>	Matt Gordon Seth Chevalier	prior to 06/2017	10/2018	On Target	Installed and configured in against Development using secure path. In testing with Banner 8 and Banner 9. New features in analysis. Deployment tentatively scheduled for 08/12/18 - 08/13/18 which will require BDMS downtime during work hours. Next steps: communication plan		None.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<p><b>Project Title: Banner Migration to Version 9 - INB</b></p> <p><b>Project Description:</b> Migration from Internet Native Banner 8 to Banner 9 Application Navigator</p> <p><b>Project Sponsor:</b> Robert Messner</p>	Cindy Gavazzi	estimated 05/2017	12/2018	On Target	End User Test Sessions in progress. Completed deployment of proxy wallet for custom jobs. 13 Banner 9 Test/Trial Sessions completed. Email communications sent to all APO/CEO employees. Early Adopters and Power Users are targeted for Go Live late August. All other users will start transitioning to Banner 9 between September and October.		None.
Other	Enterprise Applications	<p><b>Project Title: Blackbaud</b></p> <p><b>Project Description:</b> Support the implementation of Blackbaud Raiser's Edge/Financial Edge software.</p> <p><b>Project Sponsor:</b> Linnie Carter</p>	Cindy Gavazzi Mike Wagner	prior to 06/2016	08/2017	Behind Schedule	06/06/18: Graduate Extract moved to production. In Testing with Mike Wagner. 06/20/18: Payroll integration project cancelled. 06/20/18: New request for extract of students with > 30 credits.	1. Contention of resources in functional area has led to delays. 2. Remaining tasks: Phone Number corrections; College Code corrections.	None.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<p><b>Project Title: Campus Upgrades to VMWare</b></p> <p><b>Project Description:</b> Migration from HyperV to VMWare along with Server hardware upgrades</p> <p><b>Project Sponsor:</b> Bob Messner</p>	Russ Bricker	07/2018	12/2018	On Target	Will begin meeting with vendors in July and try to have a formal RFP to solicit in August.		None.
Goal 1: Advance Academic Excellence	Academic Technologies	<p><b>Project Title: CDI Learning Spaces</b></p> <p><b>Project Description:</b> Create training spaces on at least three campuses suitable to new classroom technology, emerging pedagogy, and advanced tools.</p> <p><b>Project Sponsor:</b> Robert Messner</p>	Jason Beaudin	07/2018	06/2021	On Target	Construction on the CDI Learning Space in Harrisburg is nearly complete as of July 3rd. Technology installation will follow completion of the construction and clearing of debris from the room.  Capital funds have been budgeted to update the Lancaster CDI Learning Space to bring it into lines with the classroom standard. The HACC Foundation has tentatively approved repurposing existing equipment for other projects, pending approval from other stakeholders.  Work on a CDI Learning Space in Gettysburg is proceeding, with a target completion of August 2018.	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.



Plan	Department	Project	Project Lead	Start	End	Status	Progress	Issues / Risks and Mitigations	Request for Actions
Goal 1: Advance Academic Excellence	Academic Technologies	<p><b>Project Title: Classroom Upgrades - Harrisburg</b></p> <p><b>Project Description:</b> Seven year implementation of classroom technology upgrades to presentation and/or collaboration specifications.</p> <p><b>Project Sponsor:</b> Robert Messner</p>	Sue Savidge, Jason Beaudin	10/2017	05/2025	On Target	<p>Per the prior agreement, HACC is targeting 11 classrooms (GET: 0; HBG: 6; LAN: 2; LEB: 1; YRK: 2) for upgrade by 08/20/18. Major item reception has been confirmed, and the campuses have been provided with individual account lines for the remainder of purchasing.</p> <p>All current upgrades have been indicated as being on track by the campus project leads. Most installations are anticipated to be completed by the end of July.</p> <p>Harrisburg is discussing revising its timeline to better accommodate both other projects and current staffing levels.</p>	<p>1. Account codes have been provided for consolidated procurements. However, additional work is required to secure remaining FY2019 funds and that work is in progress. Risk will remain open until all funding for FY2019 is confirmed.</p> <p>2. Potential resource contention with already planned upgrades outside of project scope. Estimates have been provided for outsourcing needs and are pending approval.</p>	1. Requesting confirmation / approval (to be provided by March 2018) to hire and funding source for additional 1.5 resources requested for Academic Technologies group (Project Sponsor).
Goal 1: Advance Academic Excellence	Academic Technologies	<p><b>Project Title: Classroom Upgrades - Lancaster</b></p> <p><b>Project Description:</b> Seven year implementation of classroom technology upgrades to presentation and/or collaboration specifications.</p> <p><b>Project Sponsor:</b> Robert Messner</p>	Sue Savidge, Jason Beaudin	10/2017	05/2025	On Target	<p>Per the prior agreement, HACC is targeting 11 classrooms (GET: 0; HBG: 6; LAN: 2; LEB: 1; YRK: 2) for upgrade by 08/20/18. Major item reception has been confirmed, and the campuses have been provided with individual account lines for the remainder of purchasing.</p> <p>All current upgrades have been indicated as being on track by the campus project leads. Most installations are anticipated to be completed by the end of July.</p> <p>Harrisburg is discussing revising its timeline to better accommodate both other projects and current staffing levels.</p>	<p>1. Account codes have been provided for consolidated procurements. However, additional work is required to secure remaining FY2019 funds and that work is in progress. Risk will remain open until all funding for FY2019 is confirmed.</p> <p>2. Potential resource contention with already planned upgrades outside of project scope. Estimates have been provided for outsourcing needs and are pending approval.</p>	1. Requesting confirmation / approval (to be provided by March 2018) to hire and funding source for additional 1.5 resources requested for Academic Technologies group (Project Sponsor).
Goal 1: Advance Academic Excellence	Academic Technologies	<p><b>Project Title: Classroom Upgrades - Lebanon</b></p> <p><b>Project Description:</b> Seven year implementation of classroom technology upgrades to presentation and/or collaboration specifications.</p> <p><b>Project Sponsor:</b> Robert Messner</p>	Sue Savidge, Jason Beaudin	10/2017	05/2025	On Target	<p>Per the prior agreement, HACC is targeting 11 classrooms (GET: 0; HBG: 6; LAN: 2; LEB: 1; YRK: 2) for upgrade by 08/20/18. Major item reception has been confirmed, and the campuses have been provided with individual account lines for the remainder of purchasing.</p> <p>All current upgrades have been indicated as being on track by the campus project leads. Most installations are anticipated to be completed by the end of July.</p> <p>Harrisburg is discussing revising its timeline to better accommodate both other projects and current staffing levels.</p>	<p>1. Account codes have been provided for consolidated procurements. However, additional work is required to secure remaining FY2019 funds and that work is in progress. Risk will remain open until all funding for FY2019 is confirmed.</p> <p>2. Potential resource contention with already planned upgrades outside of project scope. Estimates have been provided for outsourcing needs and are pending approval.</p>	1. Requesting confirmation / approval (to be provided by March 2018) to hire and funding source for additional 1.5 resources requested for Academic Technologies group (Project Sponsor).
Goal 1: Advance Academic Excellence	Academic Technologies	<p><b>Project Title: Classroom Upgrades - York</b></p> <p><b>Project Description:</b> Seven year implementation of classroom technology upgrades to presentation and/or collaboration specifications.</p> <p><b>Project Sponsor:</b> Robert Messner</p>	Sue Savidge, Jason Beaudin	10/2017	05/2025	On Target	<p>Per the prior agreement, HACC is targeting 11 classrooms (GET: 0; HBG: 6; LAN: 2; LEB: 1; YRK: 2) for upgrade by 08/20/18. Major item reception has been confirmed, and the campuses have been provided with individual account lines for the remainder of purchasing.</p> <p>All current upgrades have been indicated as being on track by the campus project leads. Most installations are anticipated to be completed by the end of July.</p> <p>Harrisburg is discussing revising its timeline to better accommodate both other projects and current staffing levels.</p>	<p>1. Account codes have been provided for consolidated procurements. However, additional work is required to secure remaining FY2019 funds and that work is in progress. Risk will remain open until all funding for FY2019 is confirmed.</p> <p>2. Potential resource contention with already planned upgrades outside of project scope. Estimates have been provided for outsourcing needs and are pending approval.</p>	1. Requesting confirmation / approval (to be provided by March 2018) to hire and funding source for additional 1.5 resources requested for Academic Technologies group (Project Sponsor).



In Progress

Reporting Date: July 9, 2018

Plan	Department	Project	Project Lead	Start	End	Status	Progress	Issues / Risks and Mitigations	Request for Actions
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<b>Project Title: Cloud-based Data Storage for Backups.</b>  <b>Project Description:</b> Research cloud-based storage options for Tivoli backup system  <b>Project Sponsor:</b> Bob Messner	Russ Bricker	07/2018	09/2018	On Target	Have just begun discussions on this project. Will research AWS options/costs for integration of our file storage backups.		None.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<b>Project Title: College Catalog Enhancements</b>  <b>Project Description:</b> Data review and clean-up; Department Code updates; College Code Conversion  <b>Project Sponsor:</b> Robert Messner	Cindy Gavazzi	estimated 10/2014	06/2018	Behind Schedule	College Code Conversion was completed 03/02/18. Lessons Learned meeting was held 07/03/18 Next steps: - Updates to Argos reports - Post implementation analysis being conducted to identify any remaining issues.	1. 06/13/18: 51 dual enrollment students were identified who had manual transactions after 3/2 conversion and prior to the 4/6 removal of dual enroll records were issued refunds incorrectly. OIST, Finance and Student Affairs worked to resolve data issues.	None.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<b>Project Title: Cornerstone Learning Management System</b>  <b>Project Description:</b> Support the deployment of Cornerstone Learning Management System  <b>Project Sponsor:</b> Aimee Brough	Cindy Gavazzi Cavil Anderson	07/2017	09/2018	On Target	Technical projects (Banner data feed and SSO) complete. HR is working on configuration of welcome page and design of test plan for pilot. Pilot planned for July. Soft Launch: Clery Act - all staff compliance training - 09/15/18 Full deployment/Go Live: 11/12/18	1. Risk: project canceled by vendor 01/18/18; project reopened with vendor 03/26/18. Consultant has been allocated 20 hours to complete implementation. 2. Risks: a.) resource contention in functional area to complete system admin training and configuration. b.) Test scripts for pilot in progress; c.) Requirements for Pilot in progress.	None.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<b>Project Title: Curriculog (Phase I)</b>  <b>Project Description:</b> Support data integration from Banner to Curriculog for the course approval process.  <b>Project Sponsor:</b> Lynold McGhee	Erika Steenland, Meredith Jenkins, Cindy Gavazzi	11/2017	09/2018	On Target	1. Reviewed all Curriculog forms and associated Banner fields. Vendor provided input to align fields with Banner. 2. Next steps: - BA to document business requirements and finalize data mapping and custom Banner fields - BA working with Erika on revisions to Curriculog forms. - Single Sign-on - awaiting info from vendor - Secure Test site - awaiting info from vendor - Functional lead meeting with vendor on 6/25 3. Faculty training planned for September	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: Contingent on deployment of Ethos. Ethos deployment is dependent on the SAN replacement. (Mitigated) So as not to delay Curriculog, data integration will be through flat file and later re-implemented with Ethos.	None.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<b>Project Title: Cyber Security Awareness</b>  <b>Project Description:</b> Plan and execute cyber security awareness campaigns for July, August and September 2018 and an event for October 2018.  <b>Project Sponsor:</b> Robert Messner	Aginah Chambers, Russ Bricker, Kevin Nutt	06/2018	11/2018	On Target	Working with team to develop Project Charter due 06/2018. Kick-off meeting scheduled 07/12/18.	1. Team engagement and support is needed to develop creative ideas for campaigns and October 2018 event. Team will be separated into smaller groups and Project Lead will work to engage and encourage participation.	None.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<b>Project Title: Cyber Security Road Map</b>  <b>Project Description:</b> Develop a HACC Security Road Map to protect the college network systems.  <b>Project Sponsor:</b> Bob Messner	Russ Bricker, Kevin Nutt	06/2017	06/2018	Behind Schedule	Discussion with Security Administrator has begun. No formal work has started at this time. (Concentration now 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	<b>Project Title: Data Security Improvements - Banner Audit Findings</b>  <b>Project Description:</b> - Remove elevated access - Restrict ODBC connections through VPN - Migrate Microsoft Access reports to Argos  <b>Project Sponsor:</b> Robert Messner	Cindy Gavazzi	11/2017	06/2018	Behind Schedule	All identified Microsoft Access reports have been recreated in Argos. Awaiting reports to be moved to appropriate folders. Once all reports are moved, elevated access will be removed.	1. Risks: Removing access and implementing VPN is contingent on completion of Argos report folder and permissions being completed in Student Affairs.	None.



In Progress

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Plan	Department	Project	Project Lead	Start	End	Status	Progress	Issues / Risks and Mitigations	Request for Actions
Other	Academic Technologies	<p><b>Project Title: Daylight Rollout</b></p> <p><b>Project Description:</b> Desire2Learn requires all Brightspace users move to their "Daylight" user interface by Fall 2018</p> <p><b>Project Sponsor:</b> Amy Withrow</p>	Jason Beaudin, Roger Garber, Joe Mendrzycki	07/2017	07/2018	On Target	Final phase of the communication plan is on track to be initiated at the end of July as planned. This will target faculty and students with Fall 2018 classes.	<ol style="list-style-type: none"> <li>Competing projects and low staffing levels could limit the time available to the Center for Design and Instruction staff to complete all projects. This can be mitigated by filling the vacant position, or, as needed, temporarily augmenting staff with part-time hires.</li> <li>Students may not be aware of the visual aspects of the change. This can be mitigated through implementation of the developed communication plan.</li> </ol>	None.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<p><b>Project Title: DeepFreeze Review</b></p> <p><b>Project Description:</b> Review of current DeepFreeze product with possible replacement with CleanSlate</p> <p><b>Project Sponsor:</b> Bob Messner</p>	Russ Bricker	01/2018	12/2018	On Target	Project will begin in July.		None.
Goal 3: Strengthen Institutional Sustainability	Academic Technologies	<p><b>Project Title: eAcademy: Major Revision 2</b></p> <p><b>Project Description:</b> Revision of eAcademy training to increase mobile learning components, emphasize instructor presence, meet needs identified by Virtual Learning, and increase efficiency of CDI mentoring.</p> <p><b>Project Sponsor:</b> Jason Beaudin</p>	Joe Mendrzycki, Jason Beaudin, Doreen Fisher-Bammer	07/2018	03/2019	On Target	Meetings to create a project plan will commence in July.	<ol style="list-style-type: none"> <li>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.</li> </ol>	None.
Goal 1: Advance Academic Excellence	Academic Technologies	<p><b>Project Title: eAcademy : Self-paced</b></p> <p><b>Project Description:</b> 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.</p> <p><b>Project Sponsor:</b> Doreen Fisher-Bammer</p>	Joe Mendrzycki, Jason Beaudin, Jazmin Simpson	07/2018	03/2019	On Target	Meetings to create a project plan will commence in July.	<ol style="list-style-type: none"> <li>Quality of final product could be compromised without ongoing staff intervention. This will be mitigated through assessment design and prescribed checkpoints.</li> <li>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.</li> <li>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.</li> </ol>	None.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure Enterprise Applications	<p><b>Project Title: Email List Automation</b></p> <p><b>Project Description:</b> Migration of campus connections from Affiniti to KINBER</p> <p><b>Project Sponsor:</b> Bob Messner</p>	Russ Bricker, Cindy Gavazzi	07/2018	09/2018	On Target	Have agreed to use Adjunct list serves as a first test for this project. Will work with EA team and David Feller.		None.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<p><b>Project Title: Faculty Load and Compensation (FLAC)</b></p> <p><b>Project Description:</b> Support the implementation of FLAC - Faculty Load and Compensation.</p> <p><b>Project Sponsor:</b> Aimee Brough</p>	Amy Berrier Cindy Gavazzi	09/2017	08/2018	On Target	1. Pilot in Production Summer 2018.		None.
Other	Network Infrastructure	<p><b>Project Title: Harrisburg 10G Fiber Upgrade</b></p> <p><b>Project Description:</b> Upgrade of fiber connectivity between 8 buildings on the Harrisburg campus.</p> <p><b>Project Sponsor:</b> Bob Messner</p>	Russ Bricker, Rich Cardamone	01/2017	09/2018	On Target	Project has started; PVC has been installed at Blocker, Library, and Cooper; Penetration into buildings to begin soon; Fiber has not yet been delivered for install. Status meetings scheduled for every two weeks through August.		None.



In Progress

Plan	Department	Project	Project Lead	Start	End	Status	Progress	Issues / Risks and Mitigations	Request for Actions
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<p><b>Project Title:</b> Harrisburg WIFI Coverage Review</p> <p><b>Project Description:</b> Discovery, Mapping, and Planning of the Harrisburg WIFI network</p> <p><b>Project Sponsor:</b> Bob Messner</p>	Russ Bricker	06/2018	07/2018	On Target	Netrepid nomad devices have been installed and are currently collecting network traffic data.		None.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<p><b>Project Title:</b> Harrisburg WIFI Network Upgrade</p> <p><b>Project Description:</b> Upgrade of HACCGuest and HACCWifi networks to VRF protocol.</p> <p><b>Project Sponsor:</b> Bob Messner</p>	Russ Bricker	03/2018	09/2018	Complete	HACCGuest network has been updated and currently being tested by IT staff.		None.
Goal 3: Strengthen Institutional Sustainability	Academic Technologies	<p><b>Project Title:</b> Hatsize / Class Software Virtualization Pilot</p> <p><b>Project Description:</b> Provide access required course software to remote students on multiple devices.</p> <p><b>Project Sponsor:</b> Robert Messner</p>	Jason Beaudin	07/2015	TBD	Not Scheduled	<p>Academic Technologies has engaged the vendor in discussions regarding the possibility of layering Hatsize interactive lab activities over HACC's internal virtualized lab environments.</p> <p>The vendor confirmed that providing Hatsize over our own VMs would be technically plausible. They provided additional information regarding the networking needs and hardware pricing for review.</p> <p>AT will be working with Virtual Learning to identify the actual usage of Hatsize for interactive elements compared to simple virtualization.</p>	<p>1. Hardware requirements for some software (e.g.: AutoCad) limits performance in a virtualized environment through Hatsize. This cannot be mitigated using Hatsize.</p> <p>2. 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.</p>	1. Continue to explore alternatives to provide access to high-requirement software.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<p><b>Project Title:</b> Library Imaging</p> <p><b>Project Description:</b> Development of single library image that will be share for all library computers college-wide.</p> <p><b>Project Sponsor:</b> Bob Messner</p>	Russ Bricker	06/2017	07/2018	On Target	<ul style="list-style-type: none"> <li>This project has been in the works for a year. Image has now been provided to library staff for their review. Beth Evitts will accumulate results and work with Chris Fuller and Russ Bricker to finalize image.</li> <li>Update 07/05/18 - Library team is reviewing images and will update punch list by 07/09/18</li> </ul>		None.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<p><b>Project Title:</b> Network Monitoring</p> <p><b>Project Description:</b> Review of monitoring tools to improve network security and reliability.</p> <p><b>Project Sponsor:</b> Bob Messner</p>	Russ Bricker	06/2018	12/2018	On Target	<ul style="list-style-type: none"> <li>Working with S58 Vendor or bring their product in for review.</li> <li>Reviewing Affiniti Gateway Appliance</li> <li>Completed review of DarkTrace Appliance. Waiting to review Connx GridObserver</li> </ul>		None.
Other	Network Infrastructure	<p><b>Project Title:</b> Non-Academic Scheduling</p> <p><b>Project Description:</b> Select and implement one or more solutions for non-academic scheduling and usage reporting as well as decommission CollegeNET services.</p> <p><b>Project Sponsor:</b> Robert Messner</p>	Aginah Chambers, Russ Bricker	12/2017	Phase 1: 06/2018 Phase 2: TBD	Not Scheduled	<p>Outlook implementation completed as of 05/17/18. Decommission of CollegeNet system is planned for 06/25/18.</p> <p>A second phase of the project has begun to create tableau dashboard for room usage statistics reporting for both academic and non-academic spaces to be used by Facilities. Institutional Research is planning to deliver the initial dashboard the week of 06/25/18 to the Harrisburg Campus Executive Business Director to review and provide feedback.</p> <p>Team is also reviewing some functionality that existed in CollegeNet but is not as robust in Outlook such as improved search / filter capabilities, notifications to IT when audio/visual support is needed, and adhoc reporting for room usage.</p>	1. Project completion date pending complete timeline from Institutional Research for second phase (tableau dashboard reporting and improving some functionality and reporting within Outlook).	None.





In Progress

Reporting Date: July 9, 2018

Plan	Department	Project	Project Lead	Start	End	Status	Progress	Issues / Risks and Mitigations	Request for Actions
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<b>Project Title: Office365 Email Migration</b>  <b>Project Description:</b> Migration from on-prem physical email servers to Microsoft's online email service  <b>Project Sponsor:</b> Bob Messner	Russ Bricker, Megan Koss, Mary Beth Yandrasitz	06/2017	12/2018	On Target	Project was restarted on 06/04/18. New completion date has been set for 12/2018. OIST Staff to be migrated by 06/30/18. Student Affairs to be migrated by 07/31/18. Admin staff to be migrated by 09/30/18. Faculty to be migrated by 12/31/18.	1. This project has been delayed due to the CollegeNet replacement project. Resources will be directed back to this project in June 2018.	None.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<b>Project Title: Office of Information Services and Technologies Business Continuity Plan (OIST BCP)</b>  <b>Project Description:</b> Development of OIST Business Service Catalog and Business Continuity Plan.  <b>Project Sponsor:</b> Robert Messner	Aginah Chambers, Evelin Schwartz, Russ Bricker	12/2017	08/2018	On Target	Final BCP draft document has been provided to CIO on 06/28/18 for review.		None.
Other	Academic Technologies	<b>Project Title: One Button Studio Deployment</b>  <b>Project Description:</b> Create a One Button Studio on Harrisburg Campus  <b>Project Sponsor:</b> Robert Messner	Jason Beaudin, Derek Zellers, Rich Cardamone	01/2018	08/2018	On Target	The room reconstruction to house the OBS has been completed as of 05/31/18, and the room has been made available to OIST staff to install the technology. However, because the timeline for room renovation ran longer than expected, there will be a delay in completion of this project.  This is complicated by resource competition with other current projects - primarily the CDI Learning Space (AT) and the Harrisburg Classroom Upgrades (HBG IT). Given the intensive nature of these two projects and the lack of available additional staff, the deadline has been moved to end of August 2018	1. Ongoing delays in construction projects at Harrisburg Campus could threaten the current projected completion date (original completion estimate was 11/2017, but was pushed back by delays). This risk must be accepted. 2. If room configuration is not set up appropriately, additional costs and labor could be incurred to address issues. This can be mitigated by having facilities contractors consult with Derek Zellers when building the space. 3. Competing projects may threaten the ability of IT and facilities staff to complete this project if the timeline is pushed back further, as this will conflict with other projects. 4. Lack of awareness of the finished space could limit use. This can be mitigated through advertising efforts by the campus.	None.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<b>Project Title: Oracle Application Express (APEX) - Banner Custom Forms</b>  <b>Project Description:</b> Development of custom forms for use in Banner 9 Application Navigator  <b>Project Sponsor:</b> Robert Messner	Cindy Gavazzi	11/2017	07/2018	On Target	39 forms identified to be decommissioned. 20 forms to be migrated or moved to baseline: - 6 in production - 5 in testing - 1 in development - 2 on hold pending input from owner - 6 contingent on Student Self Serve v9.7 Projecting 12 custom forms will be in production by mid July.	1. Risk: APEX learning curve. 2. Risk: Delays in finalization of custom form analysis (initial target was 12/20). Final input due by 01/22/18. Custom Form review requested May 14. 3. Risk: Custom forms for Confirmation of Attendance were obtained from Community College of Philadelphia. Functional area expressed interest in using Banner 9 baseline functionality in SSB v9.7. Contention of resources for a major release given other priority projects.	None.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<b>Project Title: PCI Compliance</b>  <b>Project Description:</b> Plan and execute the required activities in order for the institution to meet PCI (Payment Card Industry) Compliance.  <b>Project Sponsor:</b> To be determined.	Aginah Chambers, Russ Bricker, Kevin Nutt	06/2018	TBD	Not Scheduled	Process Owners for key impacted areas (Finance, IT, Bookstores, and Student Affairs) have been established and initial discussions for the team to develop business objectives and requirements are in progress.	1. Before project initiating and planning, team must develop business objectives and requirements to improve the chances of project success.	None.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<b>Project Title: PHEAA Transmission Update</b>  <b>Project Description:</b> Update Banner to accommodate new PHEAA file formats  <b>Project Sponsor:</b> Andy Marah	Cindy Gavazzi Walt Adkins	04/2018	07/2018	On Target	In testing with functional user. Implementation date changed to July.	1. Delay in receiving test files from PHEAA; implementation date at risk due to delay. 2. Prioritized over existing projects due to need by date.	None.



In Progress

Reporting Date: July 9, 2018

Plan	Department	Project	Project Lead	Start	End	Status	Progress	Issues / Risks and Mitigations	Request for Actions
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<b>Project Title: Phone System Software Upgrade</b> <b>Project Description:</b> Work with outside vendor to upgrade Cisco software from version 10.5 to 11.5 <b>Project Sponsor:</b> Bob Messner	Russ Bricker	03/2018	06/2018	Complete			None.
Goal 3: Strengthen Institutional Sustainability	Project Management Office	<b>Project Title: Project Management D2L Portal</b> <b>Project Description:</b> Implementation of a PMO D2L portal that includes an overview of the PMO Methodology and existing tools and templates. <b>Project Sponsor:</b> Robert Messner	Aginah Chambers	03/2018	TBD	Not Scheduled	Developing D2L portal content. Videos will be established once content is finalized.	1. Project completion date and priority not established. Work is completed as resource is available and time permits.	None.
Goal 3: Strengthen Institutional Sustainability	Academic Technologies	<b>Project Title: Room Scheduling Display</b> <b>Project Description:</b> Identify and configure a room scheduling display solution for One Button Studio and other shared spaces. <b>Project Sponsor:</b> Jason Beaudin	Sue Savidge	01/2018	06/2019	On Target	Outlook account configuration has been tested successfully.  Touch-capable Extron screens are being ordered for the Virtual Learning Hub offices to continue refinement via live testing.	1. Shared spaces (OBS) that use both Google Calendar and Outlook for different stakeholders may not be able to be scheduled using a single solution. A public Office365 calendar will need to be explored to allow multiple groups to schedule these spaces. 2. Room scheduling screens will add additional cost to related projects.	None.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<b>Project Title: SAN Replacement</b> <b>Project Description:</b> Replacement of existing NetApp storage appliance that has reached end-of-life. <b>Project Sponsor:</b> Russ Bricker	Russ Bricker, Megan Koss	06/2017	03/2018	Behind Schedule	<ul style="list-style-type: none"> <li>All SAN hardware and configuration has been completed.</li> <li>OIST staff have now begun the process of moving data from NetApp SAN to new HP Storwize SAN. Migration of existing data will continue through Summer 2018;</li> <li>All new data storage requests are being implemented</li> </ul>		1. Deadline is being changed to 6/2018.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<b>Project Title: SciQuest Approval Queues</b> <b>Project Description:</b> Banner to SciQuest Security for Approval Queues <b>Project Sponsor:</b> Director of Procurement	Cindy Gavazzi Nadia Ivanova Phunthip Sungkarat	10/2017	12/2018	On Target	Continued testing.	1. Ongoing issues with vendor (Jaggaer) in resolving issues with data integration between Banner and SciQuest.	None.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<b>Project Title: Secondary Backup System move to Lancaster</b> <b>Project Description:</b> Move secondary Tivoli backup system to Lancaster BDC <b>Project Sponsor:</b> Bob Messner	Russ Bricker	07/2018	09/2018	On Target	Will begin meeting with vendors in July and try to have a formal RFP to solicit in August.		None.
Goal 2: Foster Student Success	Enterprise Applications	<b>Project Title: Security for Confidential Counselor Comments in Banner</b> <b>Project Description:</b> Migrate SZACOMM to SPACMNT using Fine Grain Access Control in Banner for security <b>Project Sponsor:</b> Stephen Ampersand	Tom Hale Christine Cappuzzo	04/2018	07/2018	On Target	05/23/18: Set up in production Beginning 07/12/18, counselors will begin entering comments into SPACMNT. Data will be moved 07/12/18.	1. Awaiting definition of business requirements.	None.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<b>Project Title: Setup Unified Auditing</b> <b>Project Description:</b> Install and configure Unified Auditing of the Banner database <b>Project Sponsor:</b> Robert Messner	Seth Chevalier	01/2018	09/2018	On Target	Plan to begin auditing database logon/logoff activity. Need to assess baseline space requirements.		None.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure, Enterprise Applications, Computing and Media Support	<b>Project Title: System Access Request Form</b> <b>Project Description:</b> Review of current SAR process and develop a new SAR process and form. <b>Project Sponsor:</b> Bob Messner	Russ Bricker, Cindy Gavazzi, Chris Fuller	02/2018	09/2018	On Target	Sent survey out to current users. Currently reviewing results Waiting to review Connx GridObserver Reviewing Affiniti Gateway Appliance		None.



In Progress

Reporting Date: July 9, 2018

Plan	Department	Project	Project Lead	Start	End	Status	Progress	Issues / Risks and Mitigations	Request for Actions
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<b>Project Title: Upgrade of York Network Optics to Support 10G</b>  <b>Project Description:</b> Upgrade of York network optics to support 10G backbone  <b>Project Sponsor:</b> Bob Messner	Russ Bricker	05/2018	07/2018	On Target	Optics have been ordered and delivered to York IT Staff. Upgraded will be schedule for July		None.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<b>Project Title: UPS Battery Replacement</b>  <b>Project Description:</b> Replacement of batteries in 26 UPS systems college wide  <b>Project Sponsor:</b> Bob Messner	Russ Bricker	05/2018	09/2018	On Target	Battery replacement has begun: <ul style="list-style-type: none"> <li>Harrisburg: campus 3 of 16 batteries have been replaced.</li> <li>Lancaster campus: 1 of 9 batteries have been replaced</li> <li>Gettysburg campus: 0 of 2 batteries have been replaced.</li> </ul>		None.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<b>Project Title: User Identity Management - Custom Integration Between Banner and Active Directory</b>  <b>Project Description:</b> Develop custom identify management application to replace FIM  <b>Project Sponsor:</b> Robert Messner	Matt Gordon	09/2017	12/2018	On Target	In development.		None.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<b>Project Title: User Identity Management - Password Portal</b>  <b>Project Description:</b> Support address verification, password reset portal, and mobile device messaging for password resets  <b>Project Sponsor:</b> Robert Messner	Matt Gordon	09/2017	03/2018	Behind Schedule	Soft Launch - Completed 05/29/18 Go Live - Scheduled for 08/2018 Post-implementation review in progress. 3,805 password resets/attempts since 05/29/18. Increase in updates to cell phone numbers. Communication Plan: - IT presentation to Academic Council: 05/23/18. - IT will coordinate with OCA for communication with students.		1. Implementation was delayed due to request for communication plan. Request moving end date to September 2018.
Goal 1: Advance Academic Excellence	Academic Technologies	<b>Project Title: Video-Connected Learning Spaces</b>  <b>Project Description:</b> Leverage video-conference capabilities to design learning-centric spaces that can be connected across campuses to increase program offerings to students.  <b>Project Sponsor:</b> Robert Messner	Jason Beaudin	07/2016	06/2020	On Target	Feedback from Academic Council has been collected. There remains much uncertainty regarding faculty who may be ready to teach in such spaces. Research is ongoing.  Extron has released an integration with Zoom which may make Extron control devices effective for automating room environment controls. Research is ongoing, with a potential test of the capabilities to follow pending initial findings.  A project charter is being created to clarify responsibilities for all stakeholder groups.	1. 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. 2. Rooms will likely have somewhat more limited / different capabilities than traditional classrooms, so training and faculty selection must be used to mitigate confusion. 3. 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.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<b>Project Title: Virtual Desktop Infrastructure</b>  <b>Project Description:</b> Establish a pilot for providing a virtual desktop for 50 concurrent CIS 105 students.  <b>Project Sponsor:</b> Bob Messner	Russ Bricker, Gavin Harvey	09/2017	12/2018	On Target	•VDI hardware and software have been installed. 50 instances have been established. • Will connect with CIS 105 instructor to begin testing and preparation for fall semester • Working on end-user documentation		None.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<b>Project Title: WAN Expansion</b>  <b>Project Description:</b> Migration of campus connections from Affiniti to KINBER  <b>Project Sponsor:</b> Bob Messner	Russ Bricker	01/2017	12/2017	Behind Schedule	Weis and Comcast continue to work through easement issues. • Weis provided signed copy of easement to Comcast on 6/22; • Conference call held between Comcast/Weis on 6/25; • Waiting for reply from Comcast.	1. Gettysburg campus has not yet been migrated to KINBER service due to legal easement issues between Weis and Comcast.	None.



In Progress

Reporting Date: July 9, 2018

Plan	Department	Project	Project Lead	Start	End	Status	Progress	Issues / Risks and Mitigations	Request for Actions
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<p><b>Project Title: Windows 10 VPN</b></p> <p><b>Project Description:</b> Review and implementation of Windows 10 VPN service</p> <p><b>Project Sponsor:</b> Bob Messner</p>	Russ Bricker	01/2018	12/2018	On Target	Project will begin in July.		None.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<p><b>Project Title: Workforce Development Detail Codes and Chart of Accounts</b></p> <p><b>Project Description:</b> support changes to Detail Codes and Chart of Accounts for Workforce Development</p> <p><b>Project Sponsor:</b> Tim Sandoe</p>	Nadia Ivanova	01/2018	07/2018	Complete	IT involvement in this project is complete.		None.
Goal 3: Strengthen Institutional Sustainability	Academic Technologies	<p><b>Project Title: Zoom Desktop Video Conferencing</b></p> <p><b>Project Description:</b> Deploy Zoom as an option for peer-to-peer and institution-to-student meetings</p> <p><b>Project Sponsor:</b> Robert Messner</p>	Jason Beaudin	07/2015	06/2020	On Target	<p>Zoom adoption continues to increase. Discussions are underway regarding increasing licensing for the FY19 renewal.</p> <p>To buy time to review potential savings for increased licensing and allow for possible review of changes by the Technology Investment Committee, the renewal has been invoiced at the regular rate. Any new features will be added following renewal and prorated accordingly.</p> <p>Funds have been budgeted for FY19 to increase access to webcams and headsets for our faculty.</p>	<p>1. Lack of webcams and headsets is slowing adoption. These must be provided to faculty and staff adopters.</p> <p>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.</p>	None.



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><b>Project Title: Address Verification</b></p> <p><b>Project Description:</b> Replace Experian address verification software to ensure compatibility with Banner 9</p> <p><b>Project Sponsor:</b> Robert Messner</p>	Cindy Gavazzi	09/2018	09/2018	\$9,000	Cindy Gavazzi	IT Prioritization	Quote received from Runner: \$9,000 for three year contract. Submitted for review to Technology Investment Committee 06/18/18. Will result in increased functionality and cost savings of \$6,000 over three years.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<p><b>Project Title: Banner Migration to Version 9 - Self Service Banner - Finance</b></p> <p><b>Project Description:</b> - Finance Module Upgrades: My Finance Query Implementation</p> <p><b>Project Sponsor:</b> Robert Messner</p>	Cindy Gavazzi	prior to 06/2017	12/2018	N/A		IT Prioritization	Testing Banner 9 Application Navigator, Admin Forms, and Custom Forms is prioritized over Banner 9 Self Service due to the timeline imposed by the vendor. Banner 9 testing can begin in March 2018.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<p><b>Project Title: Banner Migration to Version 9 - Self Service Banner - Human Resources</b></p> <p><b>Project Description:</b> - Human Resources Upgrades: Employee Self Service Enhancements</p> <p><b>Project Sponsor:</b> Robert Messner</p>	Cindy Gavazzi	prior to 06/2017	12/2018	N/A		Conception	Testing Banner 9 Application Navigator, Admin Forms, and Custom Forms is prioritized over Banner 9 Self Service due to the timeline imposed by the vendor. Banner 9 testing can begin in March 2018.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<p><b>Project Title: Banner Upgrade - Self Service Banner - Registration</b></p> <p><b>Project Description:</b> - Registration Upgrades: Student Self Service Enhancements</p> <p><b>Project Sponsor:</b> Robert Messner</p>	Cindy Gavazzi	TBD	TBD	N/A		IT Planning	Registration module has not been upgraded in more than two years. Will require prioritization and testing among functional power users.
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<p><b>Project Title: Banner Migration to Version 9 - Self Service Banner - Student</b></p> <p><b>Project Description:</b> - Student Module Upgrades: Student Self Service Implementation</p> <p><b>Project Sponsor:</b> Robert Messner</p>	Cindy Gavazzi	08/2018	12/2018	N/A	Tom Hale	IT Prioritization	1. Testing Banner 9 Application Navigator, Admin Forms, and Custom Forms is prioritized over Banner 9 Self Service due to the timeline imposed by the vendor. Banner 9 testing can begin in March 2018. 2. Critical for replacing Confirmation of Attendance custom forms.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<p><b>Project Title: Conduct a review of current WAN network with vendor (KINBER)</b></p> <p><b>Project Description:</b> Build business case for installation of SharePoint</p> <p><b>Project Sponsor:</b> TBD</p>	Russ Bricker	TBD	TBD	TBD		Conception	



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><b>Project Title: Data Governance - Decision rights and accountabilities</b></p> <p><b>Project Description:</b></p> <ul style="list-style-type: none"> <li>- Establish data governance committee</li> <li>- Create mission and vision for data governance</li> <li>- Identify data stewards across functional areas</li> <li>- Begin development of data governance rules</li> </ul> <p><b>Project Sponsor:</b> Robert Messner</p>	Cindy Gavazzi	TBD	TBD	TBD		Conception	Not yet started due to resource contention issues.
Goal 1: Advance Academic Excellence	Academic Technologies	<p><b>Project Title: eAcademy : Advanced</b></p> <p><b>Project Description:</b> 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><b>Project Sponsor:</b> 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><b>Project Title: Enhance Identity Management System</b></p> <p><b>Project Description:</b> Propose and implement lifecycles for:</p> <ul style="list-style-type: none"> <li>- retired employee accounts</li> <li>- admitted student accounts</li> <li>- registered student accounts</li> <li>- graduated student accounts</li> </ul> <p><b>Project Sponsor:</b> 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><b>Project Title: Ethos</b></p> <p><b>Project Description:</b> Implement the Ethos Higher Ed data model for integration between 3rd party applications and Banner</p> <p><b>Project Sponsor:</b> Robert Messner</p>	Seth Chevalier Cindy Gavazzi	TBD	TBD	N/A		Conception	DBA is researching. Contingent on SAN project
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<p><b>Project Title: Forecast5</b></p> <p><b>Project Description:</b> Support the implementation of Forecast5 with data integration with Banner</p> <p><b>Project Sponsor:</b> Tim Sandoe</p>	Cindy Gavazzi	07/2018	10/2018	\$12,500 per year	Stephanie Hockley	IT Prioritization	Funding has been approved.



Upcoming Projects

Plan	Department	Project	Project Lead	Estimated			Project Requestor	Project Status	Project Status Details
				Start	End	Cost			
Goal 3: Strengthen Institutional Sustainability	Academic Technologies	<p><b>Project Title: HSP Interactive Video Pilot</b></p> <p><b>Project Description:</b> 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><b>Project Sponsor:</b> 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	Academic Technologies	<p><b>Project Title: Human Anatomy App Pilot</b></p> <p><b>Project Description:</b> 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><b>Project Sponsor:</b> Rae Dennis</p>	Jason Beaudin	09/2018	TBD	TBD	Jason Beaudin, Rae Dennis	On Hold	Awaiting the return of faculty to begin work.
Goal 1: Advance Academic Excellence	Academic Technologies	<p><b>Project Title: iTunes U Migration</b></p> <p><b>Project Description:</b> Identify a long-term hosting solution for iTunes U collections following changes to Apple's terms of service.</p> <p><b>Project Sponsor:</b> Jason Beaudin</p>	Qiquan Wang	07/2018	06/2019	\$2,000	Bob Messner	On Hold	On hold due to: 1) Resource contention (staff) 2) Clarification regarding Apple's recent announcement regarding timeline changes for implementation of their policy changes.
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<p><b>Project Title: KINBER Network Review</b></p> <p><b>Project Description:</b> Work with vendor to review current HACC KINBER WAN configuration</p> <p><b>Project Sponsor:</b> TBD</p>	Russ Bricker, Evelin Schwartz	TBD	TBD	TBD		IT Planning	
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<p><b>Project Title: Migration from current Apple iTunes hosting</b></p> <p><b>Project Description:</b> Install new servers and VMWare</p> <p><b>Project Sponsor:</b> TBD</p>	Russ Bricker, Jason Beaudin	TBD	TBD	TBD		IT Planning	
Goal 3: Strengthen Institutional Sustainability	Academic Technologies	<p><b>Project Title: Mobile Device Access (Phase 1)</b></p> <p><b>Project Description:</b> 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><b>Project Sponsor:</b> 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	Academic Technologies	<p><b>Project Title: Polycom Replacement</b></p> <p><b>Project Description:</b> Begin reducing reliance on Polycom system for videoconference meetings by converting current meeting spaces into Zoom Rooms</p> <p><b>Project Sponsor:</b> 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><b>Project Title: Project Management Collaboration Solution</b></p> <p><b>Project Description:</b> Evaluate project management collaboration tools in order to identify an institution-wide solution for technical project management activities, repository and collaboration.</p> <p><b>Project Sponsor:</b> Robert Messner, ?</p>	Aginah Chambers	07/2018	TBD	TBD	Bob Messner, Aginah Chambers	Conception	Project is planned to begin July 2018 with the development of requirements.
Goal 3: Strengthen Institutional Sustainability	Project Management Office	<p><b>Project Title: Project Management Essentials Education</b></p> <p><b>Project Description:</b> Development and implementation of project management essentials course that will be offered to the institution.</p> <p><b>Project Sponsor:</b> Robert Messner</p>	Aginah Chambers	Qtr. 1 2019	TBD	N/A	Cavil Anderson	Conception	<ol style="list-style-type: none"> <li>Working with Human Resources to develop core competencies and course objectives.</li> <li>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.</li> </ol>
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<p><b>Project Title: PSERS</b></p> <p><b>Project Description:</b></p> <p><b>Project Sponsor:</b> Tim Sandoe</p>	Nadia Ivanova	12/2018	06/2019	N/A	Kelly Pannebaker	On Hold	05/04/18: Awaiting details from PSERS
Goal 3: Strengthen Institutional Sustainability	Enterprise Applications	<p><b>Project Title: Recruiter Upgrade</b></p> <p><b>Project Description:</b> Upgrade Recruiter to v4.x</p> <p><b>Project Sponsor:</b> Robert Messner, Stephen Ampersand</p>	Cindy Gavazzi Natalie Toma	TBD	TBD	\$30,000	Crystal Scheib	IT Prioritization	Quote received from Ellucian: Upgrade \$30,000; SaaS - \$70,000 Annual Maintenance. Will continue to host on premises. Awaiting prioritization from functional owners
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<p><b>Project Title: Replication of HACC website database</b></p> <p><b>Project Description:</b> Replicate the internal SQL database that supports the website.</p> <p><b>Project Sponsor:</b> 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><b>Project Title: Role Based Security</b></p> <p><b>Project Description:</b> Modify the existing Distributed Security Model to utilize Role Based Security</p> <p><b>Project Sponsor:</b> Robert Messner</p>	Cindy Gavazzi Seth Chevalier	TBD	TBD	TBD	HEAAT	Conception	
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<p><b>Project Title: SharePoint</b></p> <p><b>Project Description:</b> Build business case for installation of SharePoint</p> <p><b>Project Sponsor:</b> TBD</p>	Russ Bricker	TBD	TBD	TBD		Conception	





Upcoming Projects

Plan	Department	Project	Project Lead	Estimated			Project Requestor	Project Status	Project Status Details
				Start	End	Cost			
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<p><b>Project Title: SoftPhone Pilot</b></p> <p><b>Project Description:</b> Pilot use of softphone as replacement from physical desktop phone</p> <p><b>Project Sponsor:</b> TBD</p>	Russ Bricker	TBD	TBD	TBD	IT Planning		
Goal 3: Strengthen Institutional Sustainability	Computing and Media Support	<p><b>Project Title: TIC Process</b></p> <p><b>Project Description:</b> Develop formal charter, mission and vision statements, enhance guidelines for members and establish formal annual meeting dates.</p> <p><b>Project Sponsor:</b> 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.	
Goal 3: Strengthen Institutional Sustainability	Network Infrastructure	<p><b>Project Title: Wiring Closet Monitors</b></p> <p><b>Project Description:</b> Add temperature monitor devices for wiring closets.</p> <p><b>Project Sponsor:</b> TBD</p>	Russ Bricker, Evelin Schwartz	TBD	TBD	TBD	IT Planning		