

Row Nbr	Project ID	Priority	Primary Customer	Program Name/ Group	Project Name	Project Description	Institutional Impact Statement/Value	T-Shirt Sizing	Target Start	Target Completion	Status
1	2691	A	Academic Advising and Services	3-LOCUS Enhancements	Rollout of WHAT-IF Report for Students, Faculty, and Advisors	<p>Currently the WHAT-IF Report (a report to emulate a students academic requirements based on their selection of program and plan) is made available to Pre-Matriculated students only. This effort would roll out the functionality to students, faculty, and advisors.</p> <p>Using the what-if advising capabilities, advisors and students can run a simulated advisement report that shows degree progress based on courses the student has taken or proposes to take. Students and advisors can also run a simulated academic advisement report that compares the students transcript against multiple careers, programs, plans, and sub-plans. Students and advisors can include individual courses with credit in the process.</p>	<p>This effort would allow students to be able to see what their requirements for completing a specific degree would look like before making a Plan change.</p> <p>The Change My Major functionality is widely utilized by students and one of the uses students find for Change My Major is simulating a What If function. This additional data on the students academic program causes confusion for staff and faculty attempting to assess true changes in majors/minors. We anticipate that launching this functionality for students would reduce the number of "false" PLAN changes that occur for What If functionality.</p>	Medium	05/2018	08/2019	In Progress
2	2715	A	ENROLLMENT SYS RES & REPORTING	3-LOCUS Enhancements	GPME Scholarship Interface - design, develop, test	<p>GPME uses Slate for recruitment/admissions. GPME would like to begin to pass some scholarship assignments and/or attributes for admitted students from Slate to LOCUS. Currently, SCPS is interested in this capability, but other schools are expected to develop similar requests.</p> <p>Although this is currently done with the UGRD Slate to LOCUS file, the GPME interface has significant differences in business processes. For example, UGRD sends all admitted students for the admit term with every execution of the process (twice per day). GPME sends only the newly admitted students. UGRD accepts later deposits and matriculations. GPME creates a deposit and matriculation record upon admission in a single cycle.</p> <p>Therefore, some design and development work is necessary for this change to GPME Admission interface. It may become a separate Scholarship Data interface, if that is the most effective process.</p>	<p>GPME and SCPS (School of Continuing & Professional Studies) would like to assign selected scholarship data to admitted students upon admission. It is likely that other graduate programs will also be interested in offering scholarships and recording those scholarships in Slate.</p> <p>This project will design, code and test a software interface to enable passing of scholarship data within the Graduate & Professional Enrollment Management (GPME) work flow.</p>	Medium	06/2018	08/2019	In Progress
3	2773	A	Financial Assistance	3-LOCUS Enhancements	Financial Aid Award Letter Processes - Aid Year 2020	<p>FA Award Letter processes include ISIR loads,related checklist-processing, packaging and award letters. The group of custom batch programs which help to facilitate this process is known at Loyola as the "Starting Line Up." like last year, the Award Letter processes are starting three months earlier due to a change in federal regulations.</p>	<p>Financial Aid customizations are divided into two categories - those needed for Award Letters (this PSS) and those needed for all other FA processes, such as loans, disbursements and other activities. This project addresses all Award Letter FA processes for Aid Year 2019-2020 - such as for ISIR loads, checklists, packaging and award letters.</p> <p>This is the third year that Award Letter processes are starting three months earlier due to a change in federal regulations allowing students to fill-out</p>	Medium	10/2018	08/2019	In Progress
4	2692	A	Academic Advising and Services	3-LOCUS Enhancements	Rollout of Advising Notes Feature in LOCUS	<p>The Advising Notes feature enables advisors and other users to record notes about their interactions with students. This function is currently available via LOCUS, but has not been turned on for advisor use. We are currently using 'Person Comment Entry', which is not nearly as robust.</p>	<p>This tool will allow for continuous and improved communication between the various of student support staff across the university regarding individual student. It will add functionality and replace the current workaround of using Comments (AANOTE Category) to document critical notes with student advising.</p>	Medium	05/2018	08/2019	New
5	2787	A	Academic Advising and Services	3-LOCUS Enhancements	Advisor Assignment - re-design of batch process	<p>Advisor Assignment - Review and streamline the current advisor assignment plan. Add various fields in LOCUS to indicate the type of advisor. In the Advisor assignment field, include user name so we can track updates. Add non-degree categories by student group or program/plan</p>	<p>Several functions and communications within LOCUS depend on accurate Advisor Assignments. Furthermore, current functionality does not differentiate between types of Advisors - FSYA, School, Departmental (or Faculty) for some majors/minors.</p> <p>Re-design of the custom batch process needs to address shortcomings and allow for assignments to be made by different schools/programs at different times. Current process calls for a single assignment process across all active undergraduates.</p>	Large	01/2019	08/2019	New

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6	2832	A	Financial Assistance	3-LOCUS Enhancements	FA 2020 Loans/ Disbursements Processes	The project will focus on ongoing support for financial aid custom processes that Loyola needs for the local management and awarding of financial aid and scholarship funds - particularly loan management and award disbursement processes.	This project offers ongoing support for financial aid custom processes that Loyola needs for the loan management and awarding of financial aid and scholarship fund for 2020 Aid Year.	Medium	04/2019	12/2019	In Progress
7	2838	A	Registration & Records	3-LOCUS Enhancements	Automated tool for LOCUS Prog/Plan changes	Provide automated Prog/Plan inserts/updates for medium-to-high volume updates associated with academic structure changes. Currently, these changes must be made online to individual students.	LOCUS Campus Solutions must reflect current academic programs and majors. Some changes to academic programs/majors require updates to hundreds of student records. Currently, these changes are made manually online. Provide automated Prog/Plan inserts/updates for medium-to-high volume updates associated with academic structure changes.	Small	04/2019	08/2019	In Progress
8	2765	A	Accounts Payable	11-Enterprise Content Management	Treasury to Accounts Payable EFT Approval	Treasury would like to have Accounts Payable complete their process of the EFT Treasury workflow within a queue. This will involve adding a job node at the end of the workflow for both EFT workflows for Treasury that allows AP to track and manage whether these requests are completed or not.	Business process improvement	Medium	10/2018	08/2019	In Progress
9	1680	A	Information Services	11-Enterprise Content Management	ECM - Electronic Document Retention	Create the policies and guidelines so that electronic documents can be properly archived and deleted. The policies will be created by Reg & Rec and ITS and implemented into the ECM system, DocFinity. An assessment will take place to map the electronic document back to the applicable policies.	Creating electronic retention policies with DocFinity will allow the university to reduce the amount of data retained and inherent risk of data exposure associated with typical sensitive data such as student, financial and personal information. Create the policies and guidelines so that electronic documents can be properly archived and deleted. The policies will be created by Reg & Rec and ITS and implemented into the ECM system, DocFinity. An assessment will take place to map the electronic document back to the applicable policies.	Large	11/2011	TBD	On Hold
10	2741	A	Accounts Payable	11-Enterprise Content Management	Accounts Payable to Treasury/Cash Management - Forgein Invoices	Accounts Payable would like to have Treasury involved in the approval process of the workflow for Check Requisitions. If the account is going to a foreign entity, Treasury needs to append an EFT approval page and then send it back into the AP workflow after the document has interfaced to Lawson, but before Payment Number is populated. This will involve some automation and addition of 2 index fields (Payment Code and Effective Date) to the AP CR Single Invoice document type. This will also prevent duplicate entry of these forms because TCMS has been getting the document upon completion, appending the approval page to the document, then scanning it back in to their own repository (even though it exists without the approval page in AP). This process will eliminate the duplicate entry and, similarly to 2741, remove the need of approval steps outside of	Invoices will be processed outside of DocFinity. We will lose visibility of the invoice and payment.	Small	09/2018	TBD	Pending
11	2855	A	Faculty Administration	11-Enterprise Content Management	HSC - Faculty Admin	Faculty Admin at HSC would like to begin using DocFinity at their offices. Priority will be placed on bringing identifying and bringing in new incoming documents, but there will eventually be a back-scanning effort as well. Special emphasis will be placed on the Parkinson Schools needs. Michelle Pencyla will be leading this project effort with Craig Quatech assisting.	This change will standardize the way documents are stored and tracked in a centralized repository. There will be an additional effort to bring in older documents via back-scanning.	Medium	07/2019	TBD	New
12	2868	A	Registration & Records	11-Enterprise Content Management	DocFinity webforms with automated workflows that perform transactions in LOCUS	The forms should require authentication, accessible either via SSO in LOCUS or on a webpage that requires log-in with the user's universal ID and password. Security should be built-in so that requestors have access to only the appropriate forms. Requestor information will be auto-populated and the form will be routed through an approval workflow. In some cases, the final approval should write to Campus Solutions and perform a transaction (ideally in real-time). This last piece will help reduce manual entry and improve the processing time.	Registration and Records has numerous paper forms found on our website that we would like to be transformed into DocFinity webforms with automated workflow. (e.g. Pass/No Pass Request, Course Audit Request, Request for Incomplete) This would eliminate the need for paper, reduce the number of data errors, and create efficiency in processing.	Large	07/2019	TBD	New

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13	2871	A	Registration & Records	11-Enterprise Content Management	Docfinity intelligent capture product	The intent is to use this to support the transfer credit process. However, there may be an opportunity to leverage this for use with other documents.	Registration and Records processes hundreds of requests for transfer credit each semester. The process is all done manually with staff entering each individual course the student took at another institution in LOCUS for articulation. A product like the intelligent capture product would automate a large portion of the manual entry & improving production time and efficiency of the process.	Large	07/2019	TBD	New
14	2872	A	Registration & Records	11-Enterprise Content Management	Exception/Error Report for transcripts not entering workflow	The exception report is a way to identify errors and subsequently take manual intervention to correct them. However, it would be helpful if as part of this project we could investigate the Slate to DocFinity feed to find the root cause of these errors and attempt correct it.	There have been numerous instances where transcripts of incoming students are not downloading from Slate to DocFinity. In most cases, Registration and Records becomes aware of this only when we receive an inquiry about the status of a transfer credit request from either the incoming student or Admissions. At that point, we find that the transcript had been received by Slate, but did not make its way through the DocFinity workflow. We would like a method for proactively identifying when transcripts do not feed over so that the error can be resolved and the transcript moved into DocFinity for evaluation. This will improve the speed and efficiency of transfer credit posting as well as the application experience for incoming students.	Large	07/2019	TBD	New
15	2757	A BI Rank 1	Institutional Research	14-DW/BI Projects	ILDS Submission of Student Data	Using EDW, prepare and submit the data to the Illinois Longitudinal Data System (ILDS) so that our submissions become more automated and less manual/labor intensive. This is state mandated submission. This is urgent as we were late with our submissions for the last two terms; Spring 2018 and Summer 2018.	A parallel test is planned for Fall 2018 term with the ultimate goal to automate LUC's submission to support the State's objectives for a useful and robust longitudinal system that supports analysis and understanding of lifelong education and workforce policies and programs.	Large	09/2018	08/2019	In Progress
16	2823	A BI Rank 2	Finance-Office of VP-CFO	14-DW/BI Projects	Revenue to Expense Model - Phase 3	Phase 3: Deliverables: (1) RfE by student academic plans (majors, certificate, grad programs). (2) Incorporate School of Health Sciences and Public Health (SHSPH) into the model. This project developed in collaboration with Finance, OIE, and ITS teams, tracks the revenue and expenses of a given Academic Department and uses that data to generate the Revenue to Expense ratio (Net Tuition Revenue / Expenses) which basically measures revenue generated for every dollar spent. The Presidents Office, Provost, and SFPT have been key sponsors for this project with OIE (David Slavsky) championing the deployment to the Deans and Academic programs. Additional functionality is being added to the existing model. Refer to PSS (2767) for the description of Phase 2 of the project and PSS(2709) for the description of Phase 1 of	Track & monitor the financial health of the University Academic Departments by reporting on the revenue and expenses of a given Academic Program. Uses that data to generate Revenue to Expense ratio (Net Tuition Revenue / Expenses), which basically measures revenue generated for every dollar spent for each Academic Department.	Large	02/2019	10/2019	In Progress

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17	2755	A BI Rank 3	Finance-Office of VP-CFO	14-DW/BI Projects	BI for Student Finance	<p>"With the significant focus on Cost of Attendance and Student Debt in Higher Education, Financial Aid/Bursar desire to develop a more holistic, robust and timely analysis which brings together the concepts of Cost of Attendance, Expected Family Contribution/Need, Scholarship/Grants and Student Debt. In this effort, consider the possibility of developing predictive models (retention, student debt, discount rate, etc.)</p> <p>Goal 1: graphically present: - Charges (Tuition, Fees, Room, Board), - Balance Remaining to Finance (after Scholarships and Grants have been removed) - Balance After Loans (after Loans / Borrowings have been removed) for different cohorts by student characteristic across multiple years</p> <p>Goal 2: differentiate the sources of funding by: - Government grants vs Institutional vs External - Student vs Parent loans - Subsidized vs Unsubsidized loans</p>	Create better visibility, tools (and possible predictive modeling) for cost of attendance and student debt to improve financial advising to students, financial planning for students, and ultimately, retention of students.	XLarge	08/2018	10/2019	In Progress
18	2854	B BI Rank 4	Human Resources	14-DW/BI Projects	Develop an HR BI Dashboard, starting with key reports and metrics	<p>Develop an HR BI Dashboard, starting with key reports and metrics: - Employee Turnover Rate - Time to Fill - Cost Per hire - Compensation / Salary - Deliverables</p>	Gain efficiencies by automating this process and provide such reporting in a dynamic manner instead of static	Large	05/2019	1/31/2020	In Progress
19	2756	A BI Rank 5	Office of The Bursar	14-DW/BI Projects	Dashboard for Bursar Reports	<p>The Bursars office has 2 remaining reports they would like to work with the BI team to convert to using the Power BI. Reports include: - Percentage of Fin Aid Dollars Disbursed by End of 1st Week of Quarter (shown over time – percentage by year) - Customer Communications – Remote/Online vs. Counter/In Person</p>	The Bursar's office has 2 reports they'd like to convert to using the Power BI technology as a decision support platform. This would allow the Bursar staff to perform comprehensive data analyses and what if scenarios that are not possible with the current static reports.	Medium	06/2019	11/1/2019	In Progress
20	2815	A BI Rank 6	Student Advising & Support	14-DW/BI Projects	Academic Requirements Report (ARR) Data into the EDW	<p>Extract the Academic Requirements Report (ARR) information available in LOCUS into the Enterprise Data Warehouse (EDW) in order to create operational reports and tabular data models to be used by the BI suite of tools (PowerBI, WebFOCUS, etc.). This would be an enhancement to functionality offered in LOCUS.</p> <p>The following are some of the deliverables for this project that would be possible in subsequent requests: - Analytics and Reports of students needing CORE requirements fulfilled - Analytics and Reports of students needing Major/Minor Requirements fulfilled - Graduation Analysis of students who have applied to graduate yet not having their requirements fulfilled</p>	This will greatly contribute in student success and course planning by providing accurate information to ensure that all academic requirements are being met for each student to successfully complete their declared major/minors.	XLarge	01/2019	03/2020	On Hold
21	2626	A BI Rank 7	Student Development - Office of VP	14-DW/BI Projects	Student Profile - Power BI	<p>Request to develop a Power BI report which includes a students relevant data in one place. This report would include: 1. Students Term completed 2. Students Class enrollments and grades received 3. Students Sakai participation data 4. Students Advising Notes and Service requests 5. Students Financial Aid awards and tuition charges</p>	Completion of this project will allow anyone that has access to this report to see all relevant student data in one place. This greatly reduces the time spent in gathering such information when needed to support a student. Due to the sensitivity of the various data elements (and multiple offices own this data), agreement from these offices and appropriate security needs to be applied to restrict access to those who need and understand this information.	Large	08/2017	TBD	On Hold

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22	2734	A BI Rank 8	Information Services	14-DW/BI Projects	ITS Dashboard - Area Metrics	Create an ITS Dashboard that contains the reporting metrics from the various areas within ITS.	This dashboard is a proof-of-concept. It is envisioned to provide real-time reporting of data and information related to ITS systems and services to: 1) serve as a single point of initial assessment of service and availability metrics, 2) help measure size, scope, volume of services (and capture change in each), and 3) increase transparency of system and services metrics to appropriate University groups.	Medium	08/2018	12/2019	In Progress
23	2731	B BI Rank 9	Information Services	14-DW/BI Projects	ITS Annual Summary Dashboard	Create an ITS Annual Summary dashboard.	This dashboard is a proof of concept. It is envisioned to make dynamic the current, static Annual Summary data that is published related to ITS services. Creation of an ITS Annual Summary Dashboard will leverage some of the dashboard metrics in PSS #2734 and streamline the reporting of data information captured on an annual basis.	Medium	03/2019	10/2019	In Progress
24	2769	A BI Rank 10	Enterprise/ Multiple	14-DW/BI Projects	Reports - BI Operational	This is a placeholder for BI-Operational Reports Operational Report requests will not be assigned PSS numbers unless they are L or XL size; they will be referenced by the Ivanti Service Desk number	"Operational Reports" (AKA Paper reports) are intended to support the day-to-day activities of the University: - The EDW is used as the data source for almost all of these reports - Good for producing lists: i.e.: "How many students are enrolled in History 101 for Fall 2018?" - Technology used: WebFOCUS"	Xlarge (cumulative)	10/2018	TBD	In Progress
24.1	16698	Rank 1	Academic Advising and Services	14-DW/BI Projects	Identify students that are on probation	Identify students that are on probation	Save time and resources in identifying these students in order to contact them	Small	09/2019	09/2019	In Progress
25	2770	A BI Rank 11	Enterprise/ Multiple	14-DW/BI Projects	Reports - BI Projects	This is a placeholder for BI Projects Reports BI project requests will not be assigned PSS numbers unless they are L or XL size; they will be referenced by the Ivanti Service Desk number	Generally referred as "BI" or "Business Intelligence" projects generally include a data model, a presentation layer and analytic components Data Models are developed and used almost exclusively as the source of data for the presentation layer of these projects - The presentation layer includes dashboards, visual charts, graphs, trends, analytic, statistical measures, predictions and other BI components. - Good for answering complex questions: i.e. What is the average GPA of the students enrolled in History 101 for Fall 2018 who are a member of a Learning Community Group, against the average GPA of the students enrolled in History 101 who are not a member of a LC group? - Technology used: Microsoft Power BI (PBI) Services	Xlarge (cumulative)	10/2018	12/2019	In Progress
25.1	18060	Rank 2	Registration and Records	14-DW/BI Projects	Enhancements to Classroom Utilization Matrix	Enhancements to Classroom Utilization Matrix: Ability to track Classroom usage for all days and times of instruction not just the peek hours of certain days.	Save time and resources that have been previously used to manually track Classroom usage for all days and times of instruction.	Medium	02/2019	08/2019	In Progress
25.2	16981	Rank 3	Math Dept - Academic Advising	14-DW/BI Projects	Student data for the SAT/ACT, SAT II, ALEKS scores, AP AB and BC scores	Student data for the SAT/ACT, SAT II, ALEKS scores, AP AB and BC scores, and course enrolled in. Would like to be able to analyze that data before every semester. Also, the MATH department would like to run analysis over time to see if ALEKS is affecting pass rates.	Identify the effectiveness of these tests in determining the level of the required MATH courses for the incoming students. This is an important metric of Student Success.	Medium	04/2019	09/2019	In Progress

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25.3	16240	Rank 4	Law School	14-DW/BI Projects	Number of graduate students that are enrolled in law courses that are listed in the Law Career	Develop a report that gives us the total number of graduate students that are enrolled in law courses that are listed in the Law Career. It should include currently enrolled students and students from previous terms, including graduates. This information is needed for an American Bar Association report that is due in early October.	Streamline the Process of the data needed for an American Bar Association report that is due in early October.	Medium	06/2019	07/2019	In Progress
25.4	22515	Rank 5	ITS	14-DW/BI Projects	Design and implement an interface of Zoom data	Design and implement an interface of Zoom data with Loyola's data warehouse Deliverables * Active interface with Zoom hosted data * ETL process * Documentation of Data Warehouse structure, connection information, and ETL process.	Addition of Zoom data into Loyola's data warehouse for the purpose of analysis, metric based decisions, and executive summaries.	Medium	04/2019	10/2019	In Progress
25.5	17487	Rank 6	Institute of Pastoral Services (IPS)	14-DW/BI Projects	Graduate Program Dashboard for the Institute of Pastoral Studies	Graduate Program Dashboard for the Institute of Pastoral Studies (can be used for other Graduate Programs as well); developed by Peter Jones (IPS asst Dean)	Provide a historical perspective and have readily available important metrics for a given GRADUATE Academic Program	Small	04/2019	08/2019	In Progress
25.6	14959	Rank 7	OIP	14-DW/BI Projects	OIP Funnel report	The OIP Funnel report uses LOCUS custom tables to calculate enrollment changes year over year. Converting this report and then modulating it would be the first step in using PowerBI for the Office of International Programs	Adding more programs for OIP than simply Rome and Beijing. A request has been made by Alana Carrol to add Vietnam. Paula De Voto (the primary consumer) wanted to add more programs and countries, etc. in the beginning.	Large	01/2019	08/2019	In Progress
25.7	18061	Rank 8	ITS	14-DW/BI Projects	Merge Panopto data with Sakai and LOCUS metrics	Merge Panopto data with Sakai and LOCUS metrics	As part of the ITS Loyola Digital Experience (LDE) program, merging the LOCUS, Sakai, Panopto and Zoom (when available) data, will provide us a complete picture of our Digital Services usage. We'll be able to "see" these data by Instructor, Course, Program, Academic Plan, Academic Department and School	Large	03/2019	09/2019	In Progress
25.8	20384	Rank 9	Division of Student Development	14-DW/BI Projects	Power BI Data Model Request for Groups Identified in LOCUS	Power BI Data Model Request for Groups Identified in LOCUS: I am requesting the creation of data models in the Power BI Data Warehouse system for the purpose of obtaining information about the average GPAs, four-year graduation rates, and six-year graduation rates for a number of distinct student groups. If possible, for each group, it would also be of interest to know information about the student's race, gender, commuter/residential status, term enrolled, whether or not they are transfer students, and whether or not they are first-generation college students. This information would be helpful to know at the group level (rather than having to drill down to find this information for each individual student). A detailed list of various student groups is included below, organized by category.	This information will help Student Development and Mission Integration staff to learn more about some of the student success outcomes of students involved with various experiences offered and services provided by the division. This should help us improve our work and better serve students.	Large	03/2019	TBD	On hold

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25.9	20385	Rank 10	Division of Student Development		Power BI Data Model Request for Groups Identified in LUCentral (OrgSync)	Power BI Data Model Request for Groups Identified in LUCentral (OrgSync): I am requesting the creation of data models in the Power BI Data Warehouse system for the purpose of obtaining information about the average GPAs, four-year graduation rates, and six-year graduation rates for a number of distinct student groups. If possible, for each group, it would also be of interest to know information about the student's race, gender, commuter/residential status, term enrolled, whether or not they are transfer students, and whether or not they are first-generation college students. This information would be helpful to know at the group level (rather than having to drill down to find this information for each individual student). A detailed list of various student groups is included below, organized by category.	This information will help Student Development and Mission Integration staff to learn more about some of the student success outcomes of students involved with various experiences offered and services provided by the division. This should help us improve our work and better serve students. We would like to be able to gather information by the end of the semester to support our work on DSD's Annual Report, and to inform departmental planning processes that will take place over the summer to prepare for the new academic year.	Large	03/2019	TBD	On hold
26	2780	A	Its-Office Of The Vp & Cio	5-Security Projects	VPN Adjustments (remove 2-factor for email)	To reduce risk, removing 2factor authentication via email for VPN access through LSA (Loyolas current VPN provider).	Currently, the university allows 2-factor authentication via email for LSA (loyola's VPN client). Going forward, email will no longer be allowed as a 2nd form of authentication to limit use of Loyola email on phones as we put more security controls on mobile connections for Loyola resources.	Small	11/2018	12/2019	On Hold
27	2772	A	Its-Office Of The Vp & Cio	5-Security Projects	Security - Securing How-To Instructions Across the University	Review the University website and identify sensitive "how to" instructions not available to the public. For instance, anything about how to manually submit grade changes, budgeting info, payroll info, or specific projects.	As fraud continues to become an increasing threat to the university assets and processes, it is necessary to remove sensitive documentation (information or requests for services to be performed) from the public.	Medium	10/2018	12/2019	In Progress
28	2762	A	Its-Office Of The Vp & Cio	5-Security Projects	Security Training - High Risk Areas	Our security program and training is changing from a "passive" to and "active" awareness approach to ensure that users can explain and apply the training to real-world scenarios everyday during their job. There are 3 parts to this training. Step 1 - (Require) specified departments to complete online training. Step 2 - (Require) town hall discussions (no more than 20-25 attendees) to ensure that high risk groups (supervisors, managers, leads)understand how to apply the training everyday. Step 3 - (Optional) if there are still learning challenges to overcome with various groups from Step 2, Step 3 is (required) to create custom training for each area to apply security training to their respective areas.	Improve the security posture of the University by raising awareness to threats and compliance regulations.	Medium	09/2018	07/2019	In Progress
29	2779	A	Its-Office Of The Vp & Cio	5-Security Projects	Security - Phishing Assessment	Execute phishing campaigns consisting of both focused and random attack vectors. Assess the university's phishing knowledge, after phishing training has been administered.	To enhance users knowledge of "phishing" scams and allow users not to be tricked into accepting phishing emails, the UIISO will execute phishing campaigns consisting of both focused and random attack vectors. In essence, we are testing users knowledge with fake phishing scams to see what gaps exist in applying the knowledge to prevent real phishing scams from being successful.	Small	11/2018	08/2019	In Progress

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30	2205	A	Information Services	5-Security Projects	2015 Security Assessment	<p>Security Assessments 2015</p> <p>The annual security assessment is conducted on various applications and infrastructure components as part of the information security program. Each year items are selected for review based on the assumed risk to the university. This also includes a mandatory external penetration test of the high security environment(required for PCI compliance).</p> <p>Items for FY15 include:</p> <ul style="list-style-type: none"> - Penetration Testing for High Security Network - Peopleadmin - LOCUS - DocFinity - STARRS (HSD) - RMS - NeuLion - Faculty Information System - Salary Planning 	Reduction of risk to the University through identification of information security risks and prioritization of risk mitigation activities.	Medium	01/2015	10/2019	In Progress
31	2507	A	Information Services	5-Security Projects	2017 Security Assessment	<p>The annual security assessment is conducted on various applications and infrastructure components as part of the information security program. Each year items are selected for review based on the assumed risk to the university. This also includes a mandatory external penetration test of the high security environment(required for PCI compliance) as well as PCI segmentation testing 6 months from the PCI security assessment.</p> <p>Items for FY17 include:</p> <ul style="list-style-type: none"> - Penetration Testing for High Security Network - PCI Segmentation Testing for High Security Network - Full External Penetration Test - Lawson - CBORD - Maxxess - Kronos 	Reduction of risk to the University through identification of information security risks and prioritization of risk mitigation activities.	Medium	01/2017	09/2019	In Progress
32	2619	A	Information Services	5-Security Projects	2018 Security Assessment	<p>The annual security assessment is conducted on various applications and infrastructure components as part of the information security program. Each year items are selected for review based on the assumed risk to the university. This also includes a mandatory external penetration test of the high security environment(required for PCI compliance).</p>	Reduction of risk to the University through identification of information security risks and prioritization of risk mitigation activities.	Medium	01/2018	12/2019	In Progress
33	2806	A	Information Services	5-Security Projects	2019 Security Assessment	<p>The annual security assessment is conducted on various applications and infrastructure components as part of the information security program. Each year items are selected for review based on the assumed risk to the university. This also includes a mandatory external penetration test of the high security environment(required for PCI compliance).</p>	Reduction of risk to the University through identification of information security risks and prioritization of risk mitigation activities.	Medium	01/2019	TBD	Pending

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34	2207	A	Information Services	5-Security Projects	High Security Lab Environment/Security Operations Center	Secure environment and isolated storage to do encrypted file transfers, enhanced computer forensics, testing/validation of new software, and vulnerability and pen-test scans on our non PCI servers. Environment will contain: - Non-PCI vulnerability scanner to ensure proper server patching and prevent potential avenues for hackers. - Penetration Testing Software which would protect student data by identifying weaknesses in Loyola's security posture. - Secure File Transfer to facilitate the mandatory transfer of PII by some departments to satisfy government requirements. - Relocation of Encase forensics software to allow a more secure method of data acquisition and transfer System would consist of 2 servers and 6TB of network attached storage (for large disk images/logs). (Maint \$1500, Nessus subscription, plus \$10,000 pen test subscription)	Provide high security services that are currently not secure enough or non-existent.	Medium	01/2015	TBD	New
35	2299	A	Information Services	5-Security Projects	Broaden Use of SIEM Technologies	This "risk treatment" was added as part of the information security risk assessment that was completed in May of 2015 by Halock Security Labs. Specifically it is risk treatment I08 - Broaden Use of SIEM technologies and consists of the following effort: - Evaluate each system that is not already covered by internal audit and security incident logging and alerting (SIEM) functions to assess the risks created by not auditing them on a regular basis. If the risk is greater than the impact to Mission, Objectives and Obligations, then include those systems in internal audits.	Completing this risk treatment effort will reduce the information security risk on 10 high and medium risk items down to more acceptable levels.	Large	07/2015	12/2019	Pending
36	2798	A	Its-Office Of The Vp & Cio	5-Security Projects	2019 Cyber Security Awareness Month Events	October, every year, is Cyber Security Awareness Training month. To build awareness for faculty, staff, and students, the UIISO will host events throughout October and provide promotional marketing materials to increase awareness of Security Resources and the UIISO website for information sharing.	To build awareness and reduce risk for users (faculty, staff, and students) falling victim to security security threats on campus or at home, there will be several events, flyers, and promotional materials to build awareness across all 5 Chicago campuses in October. By changing the security program from "passive" to "active" we are enhancing the security awareness experience for all users through these various sources and partnerships across the university.	Medium	05/2019	10/2019	New
37	2356	A	Information Services	5-Security Projects	2016 Security Assessment	The annual security assessment is conducted on various applications and infrastructure components as part of the information security program. Each year items are selected for review based on the assumed risk to the university. This also includes a mandatory external penetration test of the high security environment(required for PCI compliance). Items for FY16 include: - Penetration Testing for High Security Network - Web Focus/Tableau - REACT, Password Management - Clinical Research Database (CRDB) - IDM3, ID Creation process - Loyola Secure Access - Web Checkout - AIMS	Reduction of risk to the University through identification of information security risks and prioritization of risk mitigation activities.	Medium	01/2016	12/2019	In Progress

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38	1882	A	Information Services	7-BCDR/Failover	Disaster Recovery Planning	Develop and document a disaster recovery plan for all critical systems, applications and relevant recovery information. Plan will include, but not limited to, Items such as systems in scope, recovery priorities, recovery procedures, identification of personnel and owners.	A business continuity and disaster recovery plan should be developed that includes: Business Impact Analysis based on key stakeholders, identification of appropriate systems, development of recovery time objectives to meet the needs of the business and system recovery procedures. Operating without a BC/DR plan puts the organization at risk as a result of a disaster. An organization could suffer a severe loss if a disaster recovery plan is not developed based on the needs of the business. Additionally, a BC/DR plan will not be executed appropriately without the business driving its development. Relates to ISO 27002 Control 14.1.3	Large	02/2013	06/2020	In Progress
39	2119	A	Its-Office Of The Vp & Cio	7-BCDR/Failover	Network Disaster Recovery / Redundant ATT Circuit	Plan and install redundant network infrastructure with the intent to minimize network outages in the event of a data center disaster at Lake Shore.	This will contribute to the overall BCDR program for the university's risk management strategy and reduce the risk of a data center outage.	Medium	03/2014	08/2019	In Progress
40	2702	A	Information Services	7-BCDR/Failover	Disaster Recovery - Slate	Develop and document a disaster recovery and engagement plan for Slate to be recovered by the Vendor in the event there is an outage. DR Plans should be obtained by the Vendor to include but not limited to, Items such as systems in scope, recovery priorities, recovery procedures, identification of personnel and owners.	This project will include engaging the vendor and documenting procedures to contact the vendor and to ensure that the Vendor provides their DR Plans and is regularly testing the application. This will contribute to the overall BCDR program for the university's risk management strategy.	Medium	11/2018	08/2019	In Progress
41	2703	A	Information Services	7-BCDR/Failover	Disaster Recovery - TouchNet Paypath/TPG	Develop and document a disaster recovery and engagement plan for Touchnet Paypath/TPG to be recovered by the Vendor in the event there is an outage. DR Plans should be obtained by the Vendor to include but not limited to, Items such as systems in scope, recovery priorities, recovery procedures, identification of personnel and owners.	This project will include engaging the vendor and documenting procedures to contact the vendor and to ensure that the Vendor provides their DR Plans and is regularly testing the application. This will contribute to the overall BCDR program for the university's risk management strategy.	Small	11/2018	08/2019	In Progress
42	2802	A	Its-Office Of The Vp & Cio	7-BCDR/Failover	Disaster Recovery - Campus Safety Dispatch & Reporting (ARMS)	This project will include developing a plan and testing failover for ARMS. This will contribute to the overall BCDR program for the university's risk management strategy.	A business continuity and disaster recovery plan should be developed that includes: Business Impact Analysis based on key stakeholders, identification of appropriate systems, development of recovery time objectives to meet the needs of the business and system recovery procedures. Operating without a BC/DR plan puts the organization at risk as a result of a disaster. An organization could suffer a severe loss if a disaster recovery plan is not developed based on the needs of the business. Additionally, a BC/DR plan will not be executed appropriately without the business driving its development. Relates to ISO 27002 Control 14.1.3	Medium	05/2019	08/2019	In Progress
43	2704	A	Information Services	7-BCDR/Failover	Business Continuity for Departmental Staff	This project will include developing and maintaining Business Continuity Plans for Departmental Staff. This will contribute to the overall BCDR program for the university's risk management strategy.	This project will include documenting procedures to continue University operations in the event of a disaster. This will contribute to the overall BCDR program for the university's risk management strategy.	XLarge	04/2019	12/2019	In Progress
44	2845	A	Information Services	7-BCDR/Failover	2019 Disaster Recovery Program Plan Reviews and Testing	This project covers the annual plan reviews and dr testing for all systems which currently have an existing DR plan and have previously performed a DR test. The project includes: updates to the existing DR plan, table tops review of the updated plan and the DR test which is due every thing years.	This project will contribute to the overall health of the BCDR program for the university's risk management strategy.	Small	01/2019	12/2019	In Progress
45	2847	A	Its-Office Of The Vp & Cio	7-BCDR/Failover	Inter Campus Communication Disaster Recovery Plan & Testing	Develop and document a disaster recovery plan for the Inter Campus Communications Plan will include, but not limited to, Items such as systems in scope, recovery priorities, recovery procedures, identification of personnel and owners	This project will add to the overall health of the disaster recovery program and reduce the risk of losing Inter campus communication.	Medium	01/2019	08/2019	New
46	2848	A	Its-Office Of The Vp & Cio	7-BCDR/Failover	Intra Campus Communication Disaster Recovery Plan & Testing	Develop and document a disaster recovery plan for the Intra Campus Communications Plan will include, but not limited to, Items such as systems in scope, recovery priorities, recovery procedures, identification of personnel and owners	This project is to document a disaster recovery plan in the event the primary form of intra campus communications experiences an extended outage. It will improved the overall health of the DR Program and reduce the risk of an communication outage between campuses.	Medium	01/2019	08/2019	New

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47	2849	A	Its-Office Of The Vp & Cio	7-BCDR/Failover	Network Services (Core) Disaster Recovery Plan	This project is to develop a disaster recovery plan for Network Services Core, hold a table top review and conduct a DR test.	This project will enhance the overall health of the DR Program and reduce the risk of an extended network outage.	Medium	01/2019	08/2019	New
48	2846	B	Its-Office Of The Vp & Cio	7-BCDR/Failover	Disaster Recovery - Phone Systems WTC	This project will include developing a plan and testing failover for the phone system at WTC. This will contribute to the overall BCDR program for the university's risk management strategy.	This project will include developing a plan and testing failover for the phone system at WTC. This will contribute to the overall BCDR program for the university's risk management strategy.	Medium	01/2019	08/2019	New
49	2212	A	Financial Systems	19- Lawson/Kronos	Lawson Self Service Outside the Firewall	To improve the user experience for employees, allow faculty, staff, and student workers to securely access Lawson Employee Self Service outside of the firewall. As we continue to add more self-service tasks, employees need to be able to securely access the application from off campus without having to go through the hassle of signing in through LSA.	Improved self service and accessibility.	Medium	07/2018	TBD	Pending
50	2500	A	Human Resources	19- Lawson/Kronos	ESS Direct Deposit	Ability for staff to make changes/add in ESS Direct Deposit	This is a request for process improvement. Current process is highly manual and prone to errors during processing. Currently the user sends updated documentation regarding account(s) for direct deposit, to the HR department. Human Resources then manually updates information in the source system. Allowing users to enter updates directly removes HR as a point of failure, streamlines the process, and eliminates costs/errors associated with manual input by HR staff.	Small	02/2017	TBD	Pending
51	2501	A	Human Resources	19- Lawson/Kronos	ESS Life Events - Benefits	Ability to allow staff to make changes in ESS Life Events - Benefits.	This is a request for process improvement. Current process is highly manual and prone to errors during processing. Currently the user sends updated documentation regarding life benefits(i.e. changes in marital status, birth of a child, divorce) information to HR department. Human Resources then manually updates information in the source system. Allowing users to enter updates directly removes HR as a point of failure, streamlines the process, and eliminates costs/errors associated with manual input by HR staff.	Small	05/2019	08/2019	In Progress
52	2503	A	Human Resources	19- Lawson/Kronos	ESS Federal Tax Change	Ability for staff to make changes in ESS Federal Tax Change	This is a request for process improvement. Current process is highly manual and prone to errors during processing. Currently the user sends updated documentation regarding federal tax withholding to the HR department. Human Resources then manually updates information in the source system. Allowing users to enter updates directly removes HR as a point of failure, streamlines the process, and eliminates costs/errors associated with manual input by HR staff.	Small	03/2017	TBD	Pending
53	2810	A	Information Services	19- Lawson/Kronos	Implement ADFS for Lawson	Implement ADFS authentication for the Lawson system. Infor will begin sun setting Lawson Security as Security Token Service (LS/STS) in March 2019. LS/STS will totally be phased out in May of 2021. Infor is recommending Active Directory Federation Services (ADFS) as the authentication method. ADFS will need to be implemented and Lawson systems will need to be configured to use ADFS for authentication. Install any additional tools required for ADFS. Review and modify existing processes to work with ADFS (i.e. Load Users, Audit reporting, etc)	The current authentication method used by Lawson will be phased out by Infor beginning in March 2019, with total sun setting commencing in May 2021. We need to replace the current authentication method with the method recommended by Infor, Active Directory Federated Services (ADFS).	Large	07/2019	08/2019	New

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54	2783	A	Its-Office Of The Vp & Cio	21-LDE Foundation: Collaboration and Security	LDE Foundation: Collaboration and Security	<p>Foundational program for delivering the Loyola Digital Experience to LUC students Faculty and Staff.</p> <p>Includes the following projects:</p> <ul style="list-style-type: none"> -Azure Multi-Factor Authentication and Conditional Access -Azure Information and Protection and Azure Data Loss Prevention -Exchange Online Migration -Azure Password Self-Service -Intune (Mobile Device Management) -Azure Privileged Identity Management -Exchange Online Protection and Advanced Threat Protection (email gateway) -O365 Application Portal (single sign-on) 	Program project that serves as the foundation for delivering the next best experience for Loyola students, faculty and staff. Includes implementation of Microsoft's E5 Bundle and Exchange Online migration	XLarge	10/2018	12/2020	In Progress
55	2830	A	Its-Office Of The Vp & Cio	21-LDE Foundation: Collaboration and Security	Exchange Online - Migration and Implementation	<p>The Server Operations team successfully completed a POC to migrate ITS Infrastructure teams staff email to Exchange Online in Office 365.</p> <p>We will now continue to migrate faculty & staff email to Exchange online in Office 365 to bring feature parity with our students and allow for better integration between Office 365 offerings.</p> <p>We will be using our current Infrastructure (Avaya, AudioCodes, and Skype for Business) for delivering voicemails to Exchange Online UM. This will allow for us to migrate all faculty & staff email and voicemail to Exchange Online in Office 365.</p>	By migrating faculty & staff email to Exchange online in Office 365, it will bring feature parity with our students and allow for better integration between Office 365 offerings.	Medium	03/2019	08/2019	In Progress
56	2563	A	Information Services	21-LDE Foundation: Collaboration and Security	2 Factor Authentication Feasibility Study	Enforce Multi-factor authentication in front of critical applications to prevent the possibility of system intrusion because of stolen credentials.	With the increase in Phishing and the potential for data loss or theft, by adding 2 factor authentication to critical servers it protects the university by eliminating the risk of phished credentials being used for spam propagation and data loss due to intrusion into systems by password theft.	Medium	07/2017	10/2019	In Progress
57	2818	A	Its-Office Of The Vp & Cio	21-LDE Foundation: Collaboration and Security	Deploy the password manager tool, LastPass	<p>LastPass is a cloud-based password manager tool for personal and business use. This project involves rolling out the tool in order for users to manage and protect their passwords. There is a single master password to secure the vault which stores all your passwords and information for multiple devices and platforms.</p> <p>LastPass implements a strong encryption algorithm. All of the data stored in the vault is kept a secret even from the software. The authorization access to accounts can be tighten with an optional two-factor authentication.</p>	The most important feature of LastPass is security. The tool will help to increase the security around access to passwords and ultimately applications and data at the University	Large	01/2019	07/2019	In Progress
58	2036	A	Information Services	21-LDE Foundation: Collaboration and Security	Azure Information Protection & Data Loss Prevention POC Project	Deploy a solution, either host-based or network-based to prevent the transfer of PII from internal university systems to insecure (cloud) systems.	Protect the university from the inadvertent or intentional release of Personally identifiable information (PII).	XLarge	02/2017	12/2019	In Progress
59	2744	A	Information Services	1-Student System Upgrade	Sakai 12 Upgrade	Sakai is targeted to be upgraded from v11.5 to v12.x on Friday, 5/10/19. All services will be unavailable from approximately 5-9am CT. Sakai DEV instance was upgraded in June 2018 and ITS is currently in the process of testing. Required customizations will be identified in Fall 2018, and Longsight quote requested/approved prior to the end of this calendar year. ETD for customizations is late January 2019 with deploy to DEV and full testing afterwards. Key stakeholders will be provided access to DEV in March/April 2019. All Sakai support resources will be updated right before the go-live date. What's New in Sakai 12 training sessions start in early Spring 2019, and will run through September 2019.	The Sakai Community is solely focused on supporting v12 and planning for the eventual release of v13. This upgrade is necessary in order for Loyola to maintain a secure, viable, and healthy learning management system (LMS), and one that provides faculty and student access to cutting edge academic technologies.	Medium	06/2018	09/2019	In Progress

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60	2739	A	Faculty Administration		Faculty Info System - Modifications for Collective Bargaining Agreement	Required changes to the Faculty Information System modules to track information related to the new Collective Bargaining Agreement for non-tenure track faculty.	These updates to the Faculty Information System are necessary in order for Faculty Administration, academic units, and HRIS/Payroll to effectively adhere to the policies outlined for unionized faculty in the 2018 Collective Bargaining Agreement.	Medium	08/2018	07/2019	In Progress
61	2807	A	Institutional Research		Course Evaluation Replacement Implementation	Implementation of selected course evaluation product. Currently using IDEA from Campus Labs.	Implementation of a new Course Evaluation Product will provide additional capabilities for course assessments. Currently using IDEA from Campus Labs	XLarge	01/2019	01/2020	New
62	2842	A	Facilities-Office of VP		Space and Asset Management - Archibus Implementation	Implement Archibus as the new identified space and asset management technology for Loyola University.	Facilities management completed their the RFP process to identify Archibus as the new space management system for Loyola University. We are now ready to start the implementation phase of this project. The space asset system would provide the university with up to date information on space allocation, square footage, and space attributes. The system would also provide space utilization, staff and faculty room assignments, and become a tool for building programming, space assignments and campus development. Critical financial information will be readily available in this new system.	XLarge	05/2019	06/2021	In Progress
63	2758	A	First and Second Year Advising		Course Schedule Builder for students integrated with LOCUS	Explore the possibility of a Schedule Builder application for LOCUS via RFP process. A schedule building system enables an improved registration experience for students. This technology would build possible schedules that accommodate outside obligations and preferred learning times. We hope to: - Improve the Registration Experience for all students; - Provide the widest array of semester schedules possible for students; - Provide students with alternatives when classes are full (currently rely on advice from advisors); - Maximize credit hours and support progress toward degree; - Provide assistance for students with difficult scheduling tasks due to major/Core/school requirements (e.g. - science majors, transfer students, etc.)	Currently, academic advising staff across the University advise students on their degree requirements, but during the registration process, students must select courses on an individual basis for enrollment. Each section is entered manually into their shopping cart based on their availability and sometimes close. A schedule building system would give live (or "near live") enrollment updates and allow students to put the entirety of their course planning for the semester into one bucket allowing the technology to provide the various options.	XLarge	12/2018	08/2019	In Progress
64	2711	A	Its-Office Of The Vp & Cio	1-Student System Upgrade	LOCUS Fluid Page Rollouts	Placeholder for the PeopleSoft FLUID page development efforts.	FLUID will provide opportunities for optimized screen layouts, efficiencies and workflow opportunities.	XLarge	03/2018	12/2019	In Progress
65	2749	A	Controller		Secure Submission of W-9 Form for Accounts Payable Department	The AP is seeking support from ITS to develop a secure way for vendors/departments to submit W-9 and banking data to the University Accounts Payable department so that Personally Identifiable Information (PII) is protected. Submitted forms will then be imported and indexed into DocFinity. Currently, forms are e-mailed to Accounts Payable and contain PII, such as SSN, address, and banking information.	A secure way for vendors/departments to submit W-9 and banking data to the University Accounts Payable department so that Personally Identifiable Information (PII) is protected. Currently, forms are e-mailed to Accounts Payable and contain PII, such as SSN, address, and banking information.	Small	09/2018	07/2019	In Progress
66	2789	A	Wellness Center		Implement Proto-Call for after hours mental health services	Implement Proto-Call - an after-hours call center service staffed by masters level mental health professionals. Requesting involvement with contract review and configuration of email and voice mail for use of Proto-Call (ITS).	Demand for mental health services on college campuses continues to grow rapidly. After hours support can be challenging. Proto-call offers an affordable after-hours support service via phone that will improve Loyola's services to students.	Small	03/2019	09/2019	In Progress

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67	2864	A	Student Development - Office of VP		Implementation of Preferred Names Functionality	<p>The project is a move toward the practice of providing faculty, staff, and students with the ability to indicate a preferred name in their records across major student-facing applications.</p> <p>Students, faculty, and staff may choose to identify themselves with a preferred first, middle or last name that differs from their legal/primary name. The preferred names will be subject to review by appropriate University offices.</p> <p>Phase one will extend the use of preferred names to students.</p> <p>This project is an outcome of PSS 2790(Preferred Names for students - Assessment).</p>	<p>Implementation of preferred names stems from assessment project (PSS 2790) that undertook to analyze and discover existing functionality, focused on Preferred Name, across all major student-facing applications.</p> <p>A recommendation was made to extend the use of Preferred Name for students into a variety of applications including: LOCUS, CBORD, Sakai, RMS, Point & Click, and Display Name in Outlook.</p>	Large	06/2019	12/2019	In Progress
68	2752	A	Student Development - Office of VP		Replace Judicial Affairs Software	<p>Student Development has determined that Maxient offers a better software solution than Symplicity Advocate for Loyola's student judicial needs. They have requested to initiate a software replacement project.</p> <p>An RFP was conducted about 2-3 years ago including Maxient, Symplicity Advocate, and PAVE. At that time, it was determined each solution had shortcomings and it was decided to stay with Advocate. Now, operational pressures and further knowledge about Maxient is leading to this decision.</p> <p>ITS has requested, at minimum, a technical and security review of Maxient. Maxient, like Advocate, is a hosted (cloud) solution.</p>	<p>Student Development has increasing needs for student judicial review and action. Maxient, as the market leader, would provide improved tools to manage the case load of Behavioral Concerns Team and student judicial needs.</p>	Medium	10/2018	08/2019	New
69	2828	A	Center for Experiential Learning	9-Student Experience/Portal Improvements	Learning Portfolio Program	<p>The learning portfolio program at Loyola University Chicago seeks to connect the high-impact practice of learning portfolios in the curriculum in order to :</p> <p>Enhance teaching and learning strategies for faculty Provide integrative learning experience for students Develop teaching and learning assessment opportunities at the course, program, and institutional level.</p>	<p>The goal is to make learning holistic, tangible, and portable for students through evidence-based demonstration of their learning experiences. The role of the Learning portfolio platform task force is to identify an enterprise solution/agreement that serves the whole university versus stand-alone software contracts.</p>	Large	03/2019	12/2019	In Progress
70	2862	A	Office of The Bursar		Replacement of ECSI SALNet	<p>Replacement of ECSI SALNet - ECSI announced they no longer want to service tuition accounts in their SALNET system and need to transfer them into their Recovery Select system by December. Part of the rationale is their new owner, Global Payments, believes they could be viewed as a collection agency under their current model and consequently fall under collection agency legislation. We will be required to move to Recovery Select product through ECSI or U-Collect product through Flywire. Both will require a large amount of data to be transferred and new communications established.</p> <p>Justification ECSI houses all tuition accounts 9 months after the student leaves Loyola. ECSI accepts payments from our students and collection agencies and relays them on to Loyola. Each year we receive approximately \$2.5M in collection payments.</p>	<p>ECSI is sunsetting SALNet product. Bursar's Office would like to evaluate, select and implement a replacement product.</p> <p>ECSI houses all tuition accounts 9 months after the student leaves Loyola. ECSI accepts payments from our students and collection agencies and relays them on to Loyola. Each year we receive approximately \$2.5M in collection payments.</p>	Large	05/2019	12/2019	In Progress

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71	2878	B	Financial Assistance		ISIR Data for Verification via Inceptia	<p>The Financial Aid Office would like to partner with Inceptia to outsource the verification process. In order to work with their verification gateway, and to ensure only students we select will be communicated with, we must create an ISIR data file that would then be exported to Inceptia.</p> <p>This project would also require changes be made to the FASB process as we would no longer use certain pieces of this customization. This project may also require changes to other FA customizations as well</p>	Outsourcing the verification process provides the university with salary and benefit savings and also reduces the workload on the financial aid process. This new partnership would also improve the student experience as they can securely upload documentation and electronically sign documentation required by the Department of Education. This project would also help reduce the need for customizations which require significant changes each year, depending on the requirements set by the DOE.	Medium	07/2019	TBD	Pending
72	2874	A	Financial Assistance		Oracle Student Financial Planning Module Analysis	Assess the Oracle Student Financial Planning Module (fka Vocado) as a replacement to the current LOCUS functionality supporting the Financial Assistance team. This work will consist primarily of product demos, process review, workflow assessment and ROI calculation. The end result will be a recommended future state for financial assistance technologies.	The implementation of improved technology for Financial Assistance should result in staff efficiencies and improved service to the students. This will be calculated/documentated via a detailed ROI.	Large	04/2019	08/2019	In Progress
73	2759	A	Student Advising & Support		Provide Writing Placement infrastructure to support course placement	<p>Develop a LOCUS enrollment control process within Test Results for the Writing Placement Assessment(WPA)for ENGL 100 and UCWR 110.</p> <p>This will include assistance and functionality:</p> <ul style="list-style-type: none"> - Tracking eligibility - Loading of test scores to LOCUS - Reporting and followup with students/advisors - Coding pre-reqs with Reg & Rec to control who can enroll in first writing class (ENGL 100 and UCWR 110). 	Currently, students are restricted in their ability to register for math courses in LOCUS due to their SAT/ACT scores and results of the Math Placement Assessment (MPA), ALEKS. This information is loaded directly from SLATE (standardized test scores) and ALEKS (placement results) in LOCUS, which ensures students enroll in the correct courses. Conversely, there are not similar controls for writing courses and the Writing Placement Assessment (WPA), which makes it confusing for students and difficult to monitor for staff. In order to ensure student success, a similar LOCUS enrollment process in place for math is requested for writing.	Medium	11/2018	08/2019	New
74	2743	A	Residence Life	6-Housing / Scheduling Projects	Emergency Contact in RMS/Mercury using Person Flags	<ol style="list-style-type: none"> 1. The Emergency Contact interface currently updates Room Booking notes in RMS/mercury. 2. The more recent Mercury 3.0 person flags present a better way to warn housing staff of missing Emergency contact info. <ol style="list-style-type: none"> a. Room Booking notes are for tracking bookings and require extra manual steps to look at b. Mercury 3.0 Person flags can be set up to stop a student from being processed during the check in process. 3. Res-Life will pre-populate Emergency contact Person flags to N. Modify the current interface to delete the person flag (or update them to Y) when the EC data is provided by the student in LOCUS and becomes available thru the LOCUS VIEW used by the interface. 	Mercury 3.0 has introduced new functionality that can improve the process for verifying completion of the Emergency Contact Card. Using this feature will make the check-in process more efficient & accurate and, overall, enhance the student experience. This change will also reduce staff fatigue as the Emergency Contact information they need to verify at check-in will be automatically checked for.	Small	09/2018	09/2019	In Progress
75	2865	A	Office of The President	12-Online Applications	Board of Trustees SharePoint Portal	Lorraine Fitzgerald, Special Assistant to the President, manages Loyola's Board of Trustees (BOT) and would like a private, SharePoint portal created so the board can conduct official business. She chose SharePoint after seeing the Council of Regents portal and thinks the functionality and contemporary look and feel would benefit the BOT. They would like this portal to be private and only accessible to those BOT members and Loyola staff that Lorraine identifies as needing access. Much of the current BOT web portal content will be migrated into the new portal, and some newer SharePoint integration tools, such as DocuSign, will be used. Lorraine would like this portal available prior to the next BOT quarterly meeting which takes place in September 2019 and to coincide with the start of the fall academic semester.	Lorraine Fitzgerald, Special Assistant to the President, manages Loyola's Board of Trustees (BOT) and would like a private, SharePoint portal created so she and the board can conduct official business. She chose SharePoint after seeing the Council of Regents portal and thinks the functionality and contemporary look and feel would benefit the BOT. They would like this portal to be password protected and only accessible to those BOT members and Loyola staff that Lorraine identifies as needing access. Much of the current BOT web portal content will be migrated into the new portal, and some newer SharePoint integration tools, such as DocuSign, will be used. Lorraine would like this portal available prior to the next BOT quarterly meeting which takes place in September 2019 and to coincide with the start of the fall academic semester.	Large	05/2019	08/2019	In Progress

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76	2786	A	Career Development Center		RFP and Implementation of new Rambler Link software	Evaluate vendor software to satisfy needs of Career Development Center (CDC). Current vendor/product is Symplicity/NACELink. CDC has combined resources with Quinlan Business Career Services over the past several years using the product branded as Rambler Link. The School of Law, Career Services uses their own instance of Symplicity. CDC has identified the following vendors: Symplicity Handshake Purple Briefcase (A Ruffalo Noel Levitz Company) CDC is requesting ITS services for the RFP template, single sign-on capability, and automated extract/load of student bio-demo and appropriate academic data.	The Career Development Center has used NACELink from Symplicity for several years. They believe that other software offerings now offer significant improvements for the University and for clients (students, alumni, recruiting companies and other partners).	Medium	12/2018	07/2019	New
77	2782	B	Provost's Office		Just in Time Online	Develop self-paced instruction/training for Loyola instructors to provide the ability to adjust an on-ground, face-to-face taught class and conduct a class session online on short notice.	Developing self-paced instruction/training for Loyola instructors will enable instructors to adjust an on-ground, face-to-face taught class and conduct class sessions online on short notice. It will provide continuity of on-ground, face-to-face taught classes that require the instructor teach the class online at a moment's notice.	Medium	10/2018	07/2019	In Progress
78	2808	B	Provost's Office		Follett Integration with Sakai	Integrate Follett with Sakai for Textbooks Ordering. Integrating Follett with Sakai allows faculty to adopt course materials and students to purchase and manage course materials conveniently within the LMS. Please refer to PSS 2576 for phase one of the initiative.	Integrating Follett with Sakai allows faculty to adopt course materials and students to purchase and manage course materials conveniently within the LMS.	Medium	06/2019	01/2020	In Progress
79	2736	A	Its-Office Of The Vp & Cio	13-Desktop	Mac OS Computer Management Application	This project will bring Mac OS management to university labs and faculty/staff Macs which would allow improved security, better setup/configuration, and remote software delivery. This management application will also allow Inside Loyola to be delivered to Mac users.	We currently do not have any method of Mac management for university owned Mac computers in labs and those used by Fac/Staff. We also do not have a method of delivering Inside Loyola to Fac/Staff Mac computers. The benefits of this application will be to provide better security, improved setup/configuration of Mac computers, and remote software delivery. Additionally, our current method of imaging Mac lab computers is no longer functional and we need the new application to allow us to continue the yearly lab Mac imaging. Targeted completion in October 2018	Large	07/2018	12/2019	In Progress
80	2875	A	Information Services		Enterprise Digital Assistant (Chatbot) - Research & Pilot	Research and pilot the use of digital assistants or "chatbots" to enable conversational interaction with LOCUS and the ITS Service desk. Chatbots use machine learning and artificial intelligence to engage students, faculty and staff via a chat session. Functional areas to be included in the process are Student Academic Services, The Bursars Office and the ITS Service desk. The pilot is for 90 days and is aligned with ITS's Loyola Digital Experience strategy, theme 2 - Transformational: Leveraging Data, Dashboards, Digitization, Innovation.	The implementation of chatbot technology should result in staff/administrative work reduction/efficiencies and improved service to the students, faculty and staff. This will be calculated/documentated via a detailed ROI.	Large	05/2019	10/2019	In Progress
81	2869	A	Controller		Travel & Expense Management Technology Implementation	Loyola is seeking a vendor to provide a travel and expense management platform(s) in support of the entire travel and expense management process from pre-trip approval to post-trip expense review, reconciliation, reimbursement and reporting.	A travel and expense management platform will improve the efficiency and transparency of the entire travel and expense management process for both administrators and users/submitters.	Large	07/2019	TBD	Pending

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82	2820	A	Human Resources		Modify Lawson Benefits Program to Address Plan Termination Date Issues	<p>Modify plan termination logic in the following Lawson Programs</p> <ul style="list-style-type: none"> ¿□Delta Dental ¿ UI469 ¿□Vision Service Plan (VSP) ¿ UI465 ¿□Guardian/First Commonwealth (DMO) ¿ UI473 <p>Selection criteria should be modified to pull employee benefit plans by highest start date with an open or future end date on the benefit.</p>	This will help more accurately report benefit stop and start dates. Currently, we shut off transmissions for specific vendors for a period of time.	Medium	08/2019	10/2019	Pending
83	2876	A	Quinlan School of Business		Student Mentoring Software Pilot-PeopleGrove	<p>One of business schools strategic goals is to have mentoring opportunities for all of the Quinlan students. Establishing and keeping mentoring relations is time-consuming. They have found that Loyola Connect while adequate is not really up to the task. We would like to pilot a new platform called PeopleGrove for the University.</p>	<p>Our key priority is strengthening the connection of the university's alumni with students. The goal of this project is to implement an online platform to support the Dean's initiative of 1:1 mentorship for all business students while serving the needs of all the relevant stakeholders at Quinlan School of Business. By doing so, Quinlan School of Business will foster a robust alumni network and build meaningful relationships between current students and alumni.</p> <p>An important aim of this project is to strengthen ties between Loyola University Chicago Quinlan School of Business' alumni and the institution. This project will enable us to build out mentoring networks where they are most needed, while simultaneously developing the institutional structure and expertise to scale up in the long term.</p>	Medium	04/2019	08/2019	In Progress
84	2829	A	Office Of International Prgrs	9-Student Experience/Portal Improvements	(OIP) application and database software RFP and implementation	The University needs software to provide adequate risk management and emergency response for Loyola students studying abroad and for international students and scholars studying/working at Loyola campuses. The University needs to comply with U.S. Dept. of Homeland Security requirements for reporting on international students and scholars and comply with U.S. Dept. of Justice/Federal Trade Commission standards for education abroad.	The need for a vendor-supplied international programs software will enable OIP to safely increase the number of study abroad participants and international students+scholars at Loyola at cost lower than alternately hiring additional OIP advisors/office administrators.	Large	03/2019	11/2019	In Progress
85	2859	A	Institute of Environmental Sustainability	12-Online Applications	CVENT Registration for the Climate Change Conference 2020	This project will provide the Institute of Environmental Sustainability with the tools they need to collect and manage online registrations through CVENT for Loyolas Climate Change Conference 2020. ITS will work with the conference planning committee to build the entire registration website, provide back end support in the CVENT tool, design html email blasts, provide a custom registration website, and configure all reporting needed for the client. ITS will also provide ongoing support in the months leading up to the conference with all CVENT needs. The 2020 conference will focus on how we can accompany the youth movement and the future generations they represent towards action that will preserve the planet for their children.	This project will provide the Institute of Environmental Sustainability with the tools they need to collect and manage online registrations through CVENT for Loyolas Climate Change Conference 2020. ITS will work with the conference planning committee to build the entire registration website, provide back end support in the CVENT tool, design html email blasts, provide a custom registration website, and configure all reporting needed for the client. ITS will also provide ongoing support in the months leading up to the conference with all CVENT needs. The 2020 conference will focus on how we can accompany the youth movement and the future generations they represent towards action that will preserve the planet for their children.	Medium	07/2019	TBD	New
86	2839	A	Special Events	9-Student Experience/Portal Improvements	2019 Commencement Live Streaming	Work with the Office of Special Events and Academic Affairs to live stream and record all 2019 Commencement ceremonies to take place the week of May 7-11 and August 10. Generate a report summarizing live and recorded views.	This service benefits Loyola by providing a viewing alternative to the families of graduating students who cannot make it to campus for the Commencement ceremony.	Small	03/2019	08/2019	In Progress

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87	2850	B	Financial Planning		HSD-FSP enhancements	Provide the following enhancements to the HSD-FSP application 1) Add level descriptions to data on the downloaded reports. 2) Display commas to dollar amounts on the downloaded reports. 3) On the main screen, fix the total line on bottom of the screen so they align properly. 4) Create an "Export to Excel" option on the side table screen.	The requested enhancements to the existing HSD-FSP application will provide better functionality of the application.	Small	05/2019	07/2019	In Progress
88	2670	B	Residence Life		Purge UVIDs of Admitted Students in RMS who did not matriculate	The Department of Residence Life is requesting a project to purge UVIDs in RMS/Mercury from Admitted Students who choose not to attend Loyola. Since Loyola recycles unused UVIDs, this project will help us avoid duplicate UVIDs in RMS/Mercury. Duplicate UVIDs will cause unnecessary delays in processing a student in RMS/Mercury. Furthermore it may diminish the student experience - to the extent that it delays student housing application or other related processes. It will also create an additional burden on Res-Life and ITS in debugging and cleaning up the duplicate UVID.	Admitted students are granted UVIDs which propagate to other "downstream" systems including RMS/Mercury. This facilitates various admitted student processes, such as housing applications. However, if the student does not matriculate, the UVID is "returned to the vault" and eventually re-issued to another user (student, faculty, staff or NAP guest). This causes problems for some "downstream" systems including RMS/Mercury. This project will create an annual (or semi-annual) cleanup process for RMS/Mercury.	Medium	04/2018	08/2019	In Progress
89	1425	B	Wellness Center		Training and Development of Point and Click Reports	This is a request for designated assistance from ITS to develop templates for reports from Point and Click. In spite of the repeated training on report development from the vendor the department remains unable to consistently generate meaningful reports when needed. Project deliverables include: Develop set of template reports with lists of variables that can be interchanged.(January 2011) Train super users on developing reports. (January 2011)	Point N Click Electronic Medical Records (EMR) system is a complex system used by the Wellness Center with primary remote support from the vendor. Developing user defined reports is a capability not yet developed at Loyola. Client is requesting more direct ITS support to develop reporting templates using the vendor software.	Small	09/2011	TBD	On Hold
90	1431	B	Its-Office Of The Vp & Cio		Redesign of NAP (Non-Affiliated Persons) Request System	NAP usage has grown beyond initial system design. More robust functionality needed to manage volume of requests, enhance user interface, improve re-enrollment process, and improve interface with LUWARE/IDM3 and LOCUS. Will require assistance from Web Development team and Database/BI team.	Provisioning of Universal ID's (UVIDs) for students, faculty and staff is triggered by appropriate business events as recorded in Lawson Human Resources and/or LOCUS Student Information System. Provisioning for contractors, consultants, vendor support, visiting scholars and many other categories of University guests and support is administered via an inhouse developed system known as Non-Affiliated Persons (NAP). The NAP system has grown in use and certain aspects are difficult to manage with current functionality. Some goals for this re-design include: - Enhanced user interface - Improved re-enrollment process - De-centralized administration - ITS resources granted appropriate for user group - Improved integration with LUWARE/IDM3 and LOCUS	Medium	10/2010	TBD	On Hold
91	1779	B	Financial Assistance		FA Self-Serve document upload <input type="checkbox"/> Special Circumstances Appeal	Develop a portal for online document submission. Allow students and parents to have guidance through the process online with required fields. Start with Special Circumstance appeals and allow for uploading Tax information, W-2s, other supporting documents. By having a guided portal we will reap countless benefits including, no intake necessary, eliminate need for follow-up, eliminate usage of paper, instantly available for review.	Financial Aid Appeal for Special Circumstances is a complex, manual, paper-intensive process initiated by student. A self-service guided page (or wizard) which includes the ability to upload scanned documents would increase service to students and families appealing their financial aid award due to special circumstances. A generic solution which links this ability to Docfinity could be applicable in other areas of the University.	Large	TBD	TBD	On Hold

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92	2309	B	Provost's Office		Faculty Information System Suite enhancements	Faculty Administration has requested that the Faculty Information System (FIS)suite be reviewed for possible updates and enhancements to better meet their needs and current business processes. The FIS suite has five modules (Core, part-time, salary budget module, supplemental salary, faculty salary planning)each of which will be reviewed and enhanced appropriately. Reporting enhancements will be included.	Faculty Administration has requested that the Faculty Information System (FIS)suite be reviewed for possible updates and enhancements to better meet their needs and current business processes. The FIS suite has five modules (Core, parttime, salary budget module, supplemental salary, faculty salary planning)each of which will be reviewed and enhanced appropriately. Reporting enhancements will be included.	Medium	04/2015	TBD	In Progress
93	2455	B	Administration HSD		Part Time Stipend assignments for HSD	Provide a Part Time Stipend assignments application for HSD, cloned from lakeside Faculty Administrations version of the application.	Streamline the process of generating contracts and assigning stipend assignments for Part Time faculty for HSD Faculty Administration.	Small	09/2016	TBD	On Hold
94	2792	B	Office Of International Prgs		SEVIS Module Issues	SEVIS Module Issues - several issues and pain points with the SEVIS module in LOCUS require analysis and resolution. This module provides a two-way interface with the Department of Homeland Security to complete required reporting about international students with J-1 or F-1 Visa types.	SEVIS reporting is mandated for international students on a F-1 or J-1 visa. Delivered module for SEVIS within LOCUS is used by OIP for the past several years. Some issues and errors are experienced by the staff which requires additional staff time to resolve. Some errors are not explainable or understood. This project will address these issues.	Medium	12/2018	TBD	On Hold
95	2834	B	Information Services		T4 / Web Template for ITS projects	Create a template for capturing T4/Web creation requests for ITS projects.	Creation of a template for capturing T4 / Web requests for ITS projects will assist with cross-team collaboration.	XSmall	03/2019	TBD	In Progress
96	2836	B	Office of The Bursar		iPlan - Phase III Rewrite Misc Fixes	Miscellaneous fixes to iPlan that could not be completed in Phase II that was completed in Feb 2019 (see PSS 2600). -iPlan admin pages bug fixes and feature changes (minor).	iPlan has been a "bolt-on" module for LOCUS since March, 2010. In this period, LUC has more than tripled enrollment in offered payment plans while eliminating the cost and customer service challenges of using an outside service. There are several areas that need updating in the iPlan module including: - New academic services and charging models to estimate budgets; - Ease of use for students and parents; - Reconciliation processes; - Integration with standard payment channels. All of these areas are working but in need of improvements. Bursar Office with ITS has developed a long list of possible improvements. This project will evaluate the possible suggestions and formulate workable projects for a team of ITS and Bursar Office staff to undertake. This project will conclude the improvement initiatives for iPlan.	Small	06/2019	TBD	In Progress
97	2877	B	Campus Safety LSC		EasyLobby Enhancements	Campus Safety, University Libraries and Residence Life would like to implement some enhancements to EasyLobby. Some enhancements are time sensitive and are needed before the Fall 2019 semester starts.	Controlling and monitoring guest access to buildings is an important part of campus safety. The Guest Management system (EasyLobby) needs to be enhanced in order to keep the software and hardware to be the most up-to-date.	Large	07/2019	TBD	New
98	2655	B	Human Resources	11-Enterprise Content Management	Retiree Benefits File	HR would like to complete scanning and indexing our Retiree Benefit files into DocFinity by July 1 2018. A portion of this project was started 3-4 years and I am now restarting this project. ITS/ Jillian Hayes created a Retiree Benefit folder backscan document in our environment, which is separate from the rest of our HR employee documents and directory in Docfinity. I believe HR Benefits team was scanning an entire deceased retiree file folder into this one document that was created. For purposes of this project we need to create additional document types so that we can scan and index current and new retirees info by individual document type. We may also need to revisit why the retiree folder is separate from the rest of the HR employee document and directory.	Would it make sense to have all employment, benefit & retiree files/ document in one place and smart code the retiree documents? The one issue we may face is that some of these deceased and older retirees may not have Lawson ID #s, so we would need to give consideration to this item	Small	04/2018	07/2019	Pending

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99	2513	B	General Counsel	11-Enterprise Content Management	University Contract Notifications	Discovery project to provide a method to track and notify contract owners of upcoming expiring contracts to allow time to review, renegotiate, replace and/or renew agreements. Potential expansion of existing DocFinity contract functionality.	Provide a timely follow-up mechanism for the contract renewal process in order to ensure that appropriate terms, conditions and costs are associated with the contract goods & services provided.	Medium	05/2019	08/2019	In Progress
100	2418	B	Human Resources:Office of VP	11-Enterprise Content Management	HR ECM - eForms (Phase I)	HR has identified several forms that would be potential candidates for transition to eForms. HRIS has requested eForms for deductions such as parking, and Halas membership. Danielle Hanson is especially interested in discussing the potential of interfacing form data with Lawson to reduce the amount of manual coding done by HR.	HR has identified several forms that would be potential candidates for transition to eForms. HRIS has requested eForms for deductions such as parking, and Halas membership. Danielle Hanson is especially interested in discussing the potential of interfacing form data with Lawson to reduce the amount of manual coding done by HR.	Medium	07/2016	TBD	Pending
101	2419	B	Human Resources:Office of VP	11-Enterprise Content Management	HR ECM - Lawson Integration	This would include at a minimum including a yellow button in Lawson which would allow you to click on it and pull up paperwork associated with that specific person.	Adding a 'yellow' button in Lawson would expedite searching for paperwork.	Medium	10/2016	TBD	Pending
102	2420	B	Human Resources:Office of VP	11-Enterprise Content Management	HR ECM - Benefits Phase 3 (Backscan Active Files)	Phase 2 of benefits took a day-forward approach by scanning in new paperwork submitted to employees active files. This project will undertake the backscanning of employee active files.	Phase 2 of benefits took a day-forward approach by scanning in new paperwork submitted to employee's active files. This project will undertake the backscanning of employee active files.	Medium	02/2017	TBD	Pending
103	2450	B	Payroll Services	11-Enterprise Content Management	Payroll Services	The Payroll Services Office has many paper documents that we would like to be able to store and be able to search for electronically. This includes, but is not limited to: Kronos Supervisory Rights Access Form, Manual Time Cards, W-2 Request Forms, E-pay Request Form, Payroll Backup.	Kronos Supervisory Rights Access Form, Manual Time Cards, W-2 Request Forms, E-pay Request Form, Payroll Backup.	Medium	04/2017	TBD	On Hold
104	2452	B	SSOM Administration	11-Enterprise Content Management	SSOM Student Affairs Registration & Records	Phase II of our project to digitize our permanent files of all our medical school graduates that we continue to access throughout the career of the physician. We need to track 2 types of requests from graduates: 1) Those that ultimately end up in the Misc. section of the grads permanent file, e.g., degree confirmation for renewal of state license or request to update MSPE. 2) Those that do not end up in the grads permanent file, e.g. transcript requests, degree verifications from hospitals, medical groups, and practices.	digitize our permanent files of all our medical school graduates	Medium	09/2016	TBD	Pending
105	2608	B	Provost's Office	11-Enterprise Content Management	Recording Students in Online Sessions	Plan of Action, in Brief - Beginning with Spring 2018: 1. Faculty who will be teaching an online, hybrid or blended course that includes synchronous sessions and plan to record those sessions will be required to: - Add a 'syllabus statement' and 'privacy statement' to their course syllabus. <input type="checkbox"/> - Obtain a signed release form (student written consent) from each recorded student if the recording is to be used beyond the class in which it was recorded. 2. Student downloads of the recordings of online synchronous sessions will <input type="checkbox"/> be blocked. 3. <input type="checkbox"/> Faculty are asked to adhere to the 'Student Recording Guidelines.' 4. <input type="checkbox"/> In Spring 2018 the Faculty Center for Ignatian Pedagogy will develop training for faculty regarding the use of video recordings, Privacy Statement, etc.	A number of Illinois Laws impact the recording of students during online synchronous sessions. The Illinois Eavesdropping statute provides penalties (civil and criminal) for the surreptitious recording of private conversations and electronic communications. In addition, the Illinois Right of Publicity Act requires that written consent be obtained, whenever practical, from each person whose name, likeness or identity will be used or depicted for commercial purposes. To address these legal requirements, and to protect the privacy of our online students, the following procedure and guidelines have been developed. <input type="checkbox"/> If your online, blended or hybrid class includes synchronous (live) sessions and you plan to record these sessions, we ask that you institute this new procedure beginning in Spring 2018 and for any online, blended or hybrid class that you may offer in the future.	Medium	12/2017	TBD	New

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106	2656	B	Finance HSD	11-Enterprise Content Management	Accounts Payable Check Request - Multiple Invoices	Implement a new workflow process for Accounts Payable Check Request - Multiple Invoices. We recently created this process for Single Invoices and need to add the same checks for External Review to the workflow. Now with have a disjuncture in the processing of check requisitions and need to add this to ensure all items are processed according to procedure	recently created this process for Single Invoices and need to add the same checks for External Review to the workflow	Small	04/2018	TBD	Pending
107	2658	B	Financial Assistance	11-Enterprise Content Management	financial aid documentation for MED students at the HSD	We currently use DocFininity to collect financial aid documentation for LAW, GRAD, GBUS, UGRAD, and Arrupe students, but we are not scanning documents for MED students at the HSD campus. We are still very heavy paper collecting and processing. Additionally, we pay a data service about \$1,000 a year to scan all of our documents and provide us with a DVD.	documents for MED students at the HSD campus	Small	06/2018	TBD	Pending
108	2853	B	Treasurer	11-Enterprise Content Management	TCMS - PCI Training eForm	We are in the process of creating an online PCI training program and would like to automate the process of having credit card handlers sign off / acknowledge their training as well as our record keeping for our yearly audit. Currently, at the end of the training, users will have a printed form to complete which CMS then scans, uploads & indexes into DocFininity. We would like to create an eForm in DocFininity that users could basically index their own information and acknowledge that they have completed the training.	The goal is to make the PCI training and acknowledgement of completion more efficient for both the users and Treasury/ Cash Management Services. This process will remove the tedious manual process currently in effect.	Medium	08/2019	TBD	New
109	2863	B	Human Resources	11-Enterprise Content Management	Human Resources - Check/Pay Requisitions - Phase 3	Need for an online system to submit and process one-time payment requests that HR receives related to awards, prizes, honorariums and fellowships. This request is now being pushed forward from HR as a result of a recent process change in Accounts Payable. Previously, all payment requisitions for these requests were always submitted to AP first, routed for various approvals in the AP DocFininity workflow, including through SPA, if a grant account, etc., and at the end of this process the payment request would then be sent to HR for processing if deemed to be either payment for work/services or if the person already existed on the HR payroll system. As a result of the recent AP process change, these types of requests are now being rejected from the AP CR workflow at the start and being sent directly to HR for processing. HR now has to manually route these individual requests for approvals to (SPA, the PI, General Accounting if a NRA, etc) and track the requests before processing the payment on the payroll.	Add on the the growing efficiency and integration of this process. The integration from AP to SPA, GA and HR will grow into in Payroll.	Medium	09/2019	TBD	New
110	2870	B	Registration & Records	11-Enterprise Content Management	Review of current workflows	A full review of all the DocFininity workflows in place for Registration and Records should be done and documented so that we can identify areas of improvement.	Registration and Records has been a long-time user of DocFininity workflows. Since its launch, however, business processes may have changed and this presents an opportunity to review our current workflow structure to identify changes that would increase efficiency.	Large	07/2019	TBD	New

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111	2827	B	Financial Systems	12-Online Applications	Accounts Payable Check Requisition Form	<p>The AP is seeking support from ITS to develop a web application to replace the existing Accounts Payable Check Requisition form, which is a fillable PDF. The web based application would allow users to enter necessary information, attach back-up documentation, gather necessary approvals, and submit the form electronically to AP, directly into an AP DocFinity Queue. Data validation and approval rules will be in place that would assist Accounts Payable when reviewing the submitted document.</p> <p>Currently this form is filled out by a budget administrator, printed, scanned and e-mailed with the invoice and/or appropriate back to AP. AP then uploads the document to DocFinity, indexes the necessary values and then interfaces or enters the data into Lawson. This is a somewhat cumbersome and manual process.</p>	<p>A web application to replace the existing Accounts Payable Check Requisition form, which is a fillable PDF. This would allow users to enter necessary information, attach back-up documentation, gather necessary approvals, and submit the form electronically to AP, directly into an AP DocFinity Queue.</p> <p>This would reduce data entry errors, reduce the need for duplicate data entry, and overall streamline the process, allowing users who have submitted a document, more visibility into where in the process their invoice is.</p>	Medium	03/2019	08/2019	New
112	2825	B	Its-Office Of The Vp & Cio	12-Online Applications	ITS Change Management Implementation	<p>Implement change management via ISM, for improved process, knowledge sharing, and root causes analysis (to assist with auditing) when implementing changes to ITS and the university as a whole.</p>	<p>The ISM Software currently in place provides a mechanism to capture incremental requests for service from end users. It also has the ability to capture incremental requests related to ITS Changes that are implemented which can affect systems and impact to the community. By enabling the Change Management module in ISM, we are capturing all tasks related to ITS Changes, confirming who is making these changes, and improving audit logs of who, when, why changes are made to systems. Best of all, this is a tremendous learning tool for teams to understand how changes are made to applications they support, why these changes are made, as well as up-stream and down-stream requirements and impacts.</p>	Large	02/2019	10/2019	In Progress
113	2819	B	Information Services	12-Online Applications	Online Survey Software Solution Implementation	<p>Transition from Loyolas current online survey software solution, Opinio with Qualtrics, which was recommended by the working group comprised of stakeholders across the institution.</p> <p>Please refer to PSS 2610 for information regarding phase 1 of the project.</p>	<p>This project benefits the University by consolidating the usage of multiple online survey software solutions used by faculty and staff to maximize licensing costs as well as addresses the feature limitations with Opinio to accommodate the departmental features/functionality requirements across the institution.</p>	Large	01/2019	12/2019	In Progress
114	2840	B	Sullivan Center for Student Services	12-Online Applications	HUB Concierge and Tracking Support Metrics	<p>The HUB assists current students, prospective students, alumni, and guests with resolving issues, questions, or guiding ideas to the correct people for assistance. The HUB would like a way to track these inquiries, as well as route their efficiently to other departments. Most importantly, they would like to gather metrics on how many people they are servicing, the types of questions they are answering, ways to streamline and share that information, and how to best service students effectively and efficiently</p>	<p>The HUB needs a system to provide data/metrics of how many people they assist, how many they offload/transfer to other departments, how many other departments they interact with, common questions asked (and canned answers, if applicable) and potential tie-in with OIE assessment.</p>	Medium	04/2019	04/2020	New
115	2821	B	Its-Office Of The Vp & Cio	13-Desktop	Reimage 2019	<p>Reimage labs, PC, macs and refresh machines to have the most current software.</p>	<p>For Classrooms and Labs to have the most current software available, the annual image will be applied to all university machines.</p>	Medium	01/2019	09/2019	In Progress
116	2777	B	Information Services	13-Desktop	Win10 Migration from Win7	<p>Support for Win7 will end 1/14/2020. All Loyola imaged PCs must be moved to the newer Win10 by that date. This will be managed by Desktop Services on a department by department basis.</p>	<p>Win7 machines will no longer be supported by Microsoft as of Feb 2020. Therefore, all machines which are part of the refresh program will be updated to Win10 by this time, so they can be supported by Loyola and the Microsoft's service agreement.</p>	XLarge	09/2018	12/2019	In Progress
117	2833	B	Information Services	14-DW/BI Projects	Zoom Data migration to EDW	<p>Migrate Zoom data into the Enterprise Data Warehouse.</p>	<p>Migrating Zoom data into the Enterprise Data Warehouse will centralize data</p>	Medium	03/2019	07/2019	In Progress

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118	2045	B	Information Services	15-Loyola Mobile Projects	Implement additional Locus functionality in HighPoint	Implement additional Locus functionality in HighPoint Mobile	The initial rollout of the HighPoint Mobile application which provides mobile functionality of Student Data included a sub set of the delivered capabilities. This project is to meet with the functional areas such as Reg&Recs, Financial Aid, Student Finance and Student Development to assess the additional capabilities for consideration in their respective areas for implementation.	Small	09/2014	TBD	In Progress
119	2631	B	Information Services	16-LUHS/LUC/HSD Technology Program	HSD - B105 Network removal	This project will remove all LUC network infrastructure from B105 installed in the closets and transition over the wireless to LUHS.	By removing the network and wireless infrastructure from this building will reduce the LUHS employees and their visitors utilizing the LUC network for services such as access to the internet.	Small	12/2017	07/2019	In Progress
120	2622	B	Information Services	16-LUHS/LUC/HSD Technology Program	Migration of HSD Servers	Move all remaining HSD Servers off of the LUHS network and migrate them to the LUC network. Total migration of all remaining HSD servers is dependent on HSD Informatics groups work to plan, configure, and reprogram servers to work in LUC network environment. LUC Desktop, Network, and Server teams will assist in the coordination and migration of servers and any other resources that require reconfiguration for the move to the LUC network.	Move all remaining HSD Servers off of the LUHS network and migrate them to the LUC network. Total migration of all remaining HSD servers is dependent on HSD Informatics groups work to plan, configure, and reprogram servers to work in LUC network environment. LUC Desktop, Network, and Server teams will assist in the coordination and migration of servers and any other resources that require reconfiguration for the move to the LUC network.	XLarge	12/2017	09/2019	In Progress
121	2724	B	Information Services	16-LUHS/LUC/HSD Technology Program	HSC Camera/Card Reader Migration	LUHS request to migrate all cameras and door access card readers in LUC buildings at HSC. Working with LUHS/Trinity/Security to identify all devices and prepare LUC infrastructure for migration and traffic.	Trinity would like to remove all of their network equipment from HSC buildings to prevent unwanted to access. This transition will also allow for easy conversion of these devices to the LUC network in the future when Campus safety has more of a presence their	Small	05/2018	09/2019	In Progress
122	1757	B	Information Systems and Op Mgmt	16-LUHS/LUC/HSD Technology Program	HSD: Phone System Unbundling Strategy	Begin to identify alternatives, including costs, pros/cons, for phone system support for HSD in Maywood	As part of the LUHS/LUC/HSD shared services unbundling, this evaluation will identify options, costs and long term phone system support for HSD in Maywood.	Medium	09/2012	TBD	Pending
123	2822	B	Information Services	19-Lawson/Kronos	SharePoint/Ming.le SQL Server Database Move	The database team needs to decommission the current SQL Server instance used for Lawson Ming.le Production. Ming.le and SharePoint will need to be installed on configured on a new SQL Server Instance for Lawson Production.	We will be able to decommission the older server instance and replace it with a newer instance and updated OS.	Small	07/2019	08/2019	New
124	2621	B	Library - Cudahy	19-Lawson/Kronos	Library System Alma and Lawson Integration	Currently, The University Libraries (Cudahy Library, Lewis Library and Law Library) manually send the paper invoices to Lawson teams as email attachments. Alma, the new library management system implemented two years ago, offers a configurable FTP (File Transferring Process) mechanism for automatically importing and exporting invoices between DocFinity and Alma. The automation implementation process will establish an EDI (Electronic Data Interchange) between Alma and DocFinity. This automated EDI process replaces the current email attachment procedure and eliminates the need for having some manual processing and data entry. Further, it reduces labor for both Library and Lawson teams. In addition, it streamlines the operation workflow to increase the efficiency and improve the security.	Currently, The University Libraries (Cudahy Library, Lewis Library and Law Library) manually send the paper invoices to Lawson teams as email attachments. Alma, the new library management system implemented two years ago, offers a configurable FTP (File Transferring Process) mechanism for automatically importing and exporting invoices between DocFinity and Alma. The automation implementation process will establish an EDI (Electronic Data Interchange) between Alma and DocFinity. This automated EDI process replaces the current email attachment procedure and eliminates the need for having some manual processing and data entry. Further, it reduces labor for both Library and Lawson teams. In addition, it streamlines the operation workflow to increase the efficiency and improve the security.	Medium	02/2018	08/2019	On Hold

Row Nbr	Project ID	Priority	Primary Customer	Program Name/ Group	Project Name	Project Description	Institutional Impact Statement/Value	T-Shirt Sizing	Target Start	Target Completion	Status
125	2837	B	Human Resources: System & Process	19-Lawson/Kronos	PeopleAdmin / Lawson interface - Onboarding Module	<p>With this project we will buildout workflows and assign owners associated with each task to take place in the onboarding process of new hires, such as set-up office space, obtain an ID badge, complete new hire paperwork, complete new hire & benefits orientations, harassment training, etc.</p> <p>We will be building / designing each of the forms in our current new hire packet into this module so that new hires can complete this paperwork online/electronically and within the onboarding module. This packet includes tax forms, the direct deposit form and the collection of other PII information and so this type of information will be completed and stored in this module.</p>	Standardization of workflows and tasks associated with onboarding a new hire.	Medium	05/2019	12/2019	In Progress
126	2793	B	Financial Systems	19-Lawson/Kronos	Purge Company 5000 Record From Lawson	Purge company 5000 records from Lawson database tables. Archiving historical records and cleaning job history will also be necessary.	We will see an increase in Lawson performance, there will be a secondary benefit in that ITS will be able to apply patches faster and save space on the database side.	Medium	01/2019	TBD	New
127	2813	B	Human Resources: System & Process	19-Lawson/Kronos	HR COBRA Automation - File Build	Automation of manual processes required for building and transmitting HR COBRA data files.	Automation of the manual processes involved with COBRA administration.	Medium	08/2019	TBD	New
128	2851	B	Human Resources	19-Lawson/Kronos	Human Resources - Lawson to DocFinity Enrollment Interface	<p>Currently employees and new hires who go through annual open enrollment and new hire enrollment (soon also Life Events) in Lawson have the ability to upload dependent documents like birth certificate, marriage certificate, etc . Once uploaded in Lawson these documents are located on a Lawson server that have to be manual retrieved Currently this is a manual process for the HR staff of retrieving the documents from each employee that uploaded a file and then HR must download, send and index the documents into the DocFinity file.</p> <p>This project is about the automation of the retrieval of the dependent document from Lawson and automation of the indexing of these documented into DocFinity on a regular basis to remove the manual portion of the process.</p>	This process will remove the manual creation of documents in both Lawson and DocFinity. The aim is to remove double data entry to reduce redundant work, which also saves FTE.	Medium	08/2019	TBD	New
129	2866	B	Accounts Payable	19-Lawson/Kronos	AP Multi Funded ER Interface Update	Update DocFinity AP Expense Reimbursement procedure and AP/DocFinity Interface for processing multi funded invoices. Updates will be needed on DocFinity procedures and interfaces that populate Lawson tables.	Updating the processes involved will allow for AP to process multi funded invoices more efficiently and also incorporate automation. This means users do not have to enter the data themselves for these infrequent instances.	Large	10/2019	TBD	New
130	2606	B	Campus Transportation	2-Credit Card Processing	iParc EMV Reader Install	<p>Install EMV on iParc Equipment</p> <p>All of the devices that read credit cards on the iParc system will have a reader that can use EMV (Chip and PIN).</p>	Install new readers on exit lanes/kiosks to reduce risk for credit card transactions and keep current with "chip and pin" technology.	Medium	11/2017	08/2019	On Hold
131	2680	B	Campus Card Office	2-Credit Card Processing	Campus Card: Symphony EMV Card Readers	<p>Campus Card POS implementation for food service and other sales was implemented in December, 2017 (Micros Symphony upgraded from Micros 9700) - See PSS 2558.</p> <p>This project will implement EMV Card Readers to allow move to chip-and-pin credit card transactions. This implementation was delayed from above project due to availability of readers and resources.</p>	Upgrade is required to stay within support and to stay ahead of the PCI PA-DSS requirements and to provide more secure credit card transactions to University community.	Medium	12/2017	08/2019	On Hold

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132	2663	B	Academic Advising and Services	3-LOCUS Enhancements	LOCUS Student Groups with Secure Access	<p>Provide the ability to designate student groups with controlled access.</p> <p>Currently, student groups are accessible by all LOCUS users who have access to the Student Group page & due to a custom process created by ITS and run nightly. A controlled access student group list (managed by Registration & Records) could be used to designate student groups which are granted access manually by LOCUS security based on authority from Reg & Recs.</p> <p>Note: Student Group security was added to functionality several years ago. At that time, Loyola was not prepared to administer student group row level security. This modification will limit which student groups (out of 600+ student groups) need controlled security.</p>	Selected student groups with controlled access will make this functionality more useful within LOCUS. For example, SSWD could use student groups to flag students who have registered with their office.	Small	03/2018	08/2019	In Progress
133	2826	B	Financial Assistance	3-LOCUS Enhancements	Replace Deprecated FA Letter Gen Processes With CommGen	<p>FAO currently uses the PeopleSoft Letter Gen process to send hard copy communications. Letter Gen is no longer supported by PeopleSoft. CommGen is current best practice for 3C communications in PeopleSoft.</p> <p>The scope of this project is to replace all Fin. Aid. paper letters generated via LetterGen process. This involves an initial discovery phase for all the FA processes that assign communications using either custom SQRs or 3C-engine.</p> <p>The exception is Award Letter (FAN) process that is outsourced to a third party.</p>	While most FA communications use email, there are selected communications where hard-copy letters are mailed to recipients. These include the Financial Award Notification (FAN) and other missing information letters (MIL). The FAN letter uses a 3rd party for printing and mailing and will continue to do so. Other letters have used a delivered process (Letter Gen) which combines with Mail Merge on a desktop to produce hard copy letters. Oracle Peoplesoft is deprecating the Letter Gen process and directing customers to CommGen functionality which merges data with letter text within the application. A significant workload of setup and processing is necessary to generate these letters within the Campus Solutions application. This project will convert all Letter Gen processes to CommGen.	Large	02/2019	12/2019	In Progress
134	2714	B	Information Services	3-LOCUS Enhancements	LOCUS - PeopleTools Patch	Implementation of Patches. Each month we will evaluate the patch to determine if vulnerabilities exist and if the patch should be applied. We will also evaluate the quarterly CPU to determine if vulnerabilities exist that require implementation.	Each month we will evaluate the patch to determine if vulnerabilities exist and if the patch should be applied.	Medium	06/2018	06/2020	In Progress
135	1224	B	Office of The Bursar	3-LOCUS Enhancements	FA/payment reversal detail accessible via student self- service	<p>Whenever financial aid or payment reversal is added or removed from a student's account it should be displayed on the account summary</p> <p>This is a constant source of frustration for students and staff when attempting to determine the transactions on an account. Currently a student can not view when an award has been altered. For example if it is determined a grant should be reduced from \$2,000 to \$1,000 only the new amount \$1,000 is reflected and a balance of \$1,000 is created. The only way for the student to find out what happened is by calling the Financial Aid or Bursar Office. The staff view the account summary drill down on Account Details, then Item Details and hopefully find the correct term or terms. A classic example of this issue is Joyce Hwang 00001003832 who had her Fall 2007 Stafford Loan adjusted on 12/29/2010. Hunting down charges from two years ago is time consuming and frustrating for all involved. The adjustments are necessary but need to be clearly reflected to the student.</p>	Self-service Account Summary for students provides an easy to understand account snapshot of current student account - payments, financial aid, and charges. However, the ability to see additional details has been shielded from student. Ideally, easy to understand transaction details - accessible from the summary account - would eliminate questions and confusion on the part of the student.	Medium	07/2011	TBD	Pending
136	1276	B	Office of The Bursar	3-LOCUS Enhancements	Contact log in LOCUS for Bursar staff	We would like a means to document, track and route contacts with students to help facilitate customer service and improve efficiencies. Student account advisors in particular could use this as a means to route phone calls, e-mails and other correspondences to appropriate referrals. This would enable them to verify if a proper follow-up was made and the student's question addressed.	Contact Log is a Loyola customization of LOCUS for Financial Aid. Other University departments are interested in adapting this type of customization. Appropriate sharing of contact logs between departments is a major design consideration.	Medium	11/2011	TBD	Pending

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137	1337	B	Financial Assistance	3-LOCUS Enhancements	FA03 - Select/Deselect of Packaging	Financial Aid GAP solution FA03 was originally created to support Loyola's 2-step award letter (first estimate, then final) process by flipping flags at the appropriate times. It has since evolved into a "traffic cop" or "gatekeeper" which determines the correct current status for student processing, based on meeting defined conditions.	A custom batch program is used to select/deselect students for Financial Aid packaging. The current program has multiple complex criteria which have become difficult to know why particular students are selected/de-selected. Current request is to streamline the process and implement new criteria.	Medium	09/2010	TBD	On Hold
138	1533	B	Financial Assistance	3-LOCUS Enhancements	FA Batch Process ScoreCard	FA Batch Process ScoreCard. OSFA needs a quick & easy way to find out why a student was not packaged - this is usually because a custom process found an error or exception condition. The plan is to imbed code in various customizations that write to a table during logical "forks" in processing. The integrated results can then be queried or viewed online.	A significant milestone in the Financial Aid process is the offer of a package of aid to the students. As students and parents submit new or revised information, the package may or may not change. An important customer service component requires quick and easy access by OSFA staff to know where the student is at in the process. This customization will offer significant improvements in accessing the status of the students financial aid packaging process.	Medium	TBD	TBD	On Hold
139	1852	B	Office of The Bursar	3-LOCUS Enhancements	Recent Activity Since Previous Statement	Add a RECENT ACTIVITY SINCE PREVIOUS STATEMENT Tab/or Link/ or Page on the Student e-Bill History page that shows all activity/transactions that have happened since the last bill was generated. This must include any Financial Aid reversals, Payment Reversals and Charge Reversals. Also, add a link on the Make A Payment page, Step 1. Specify Payment Amount that can bring the student directly to this new RECENT ACTIVITY tab/page and back again.	Students, parents and other interested third parties need a clear concise means to tie their last Billed amount to their Current balance. The eBill is repeatedly described as a snap shot in time "just like a credit card statement" in our literature, web-pages and Orientation presentations. We have not yet delivered on that full promise by providing students and parents with a means to review changes made to their balance since the last bill was generated.	Medium	01/2013	TBD	Pending
140	1902	B	Sullivan Center for Student Services	3-LOCUS Enhancements	Improve Early Alert information for Advisors and Faculty	Currently, Academic Advisors enter Early Alert notifications into LOCUS Comments (as an AANOTE). Faculty members also wish to add notes regarding the students Early Alert status, which usually requires manual entry by Advisors from emails. Requesting a system which would automate this process, using AANOTE or some other accessible data store within LOCUS. Ideally, the Instructor should also have access to read and comment on student performance. (Note: This is ITS interpretation of the Systems Service Request).	The Early Alert process for Undergraduates has captured about 2500-3000 mid-term grades of C- or lower before the ninth week of each regular semester. These grades are submitted by participating faculty and the student is automatically notified of their lower performance. Academic Advising would like have easy access to the students' early alerts in order to follow-up as appropriate with the student and instructor. The ultimate goal is improved student performance.	Medium	08/2013	TBD	Pending
141	1951	B	Registration & Records	3-LOCUS Enhancements	SSOM automate new academic year	Update of term activation levels and session for SSOM students.	The Office of Registration and Records annually runs a batch process to add term activations (fall and spring) for the Stritch School of Medicine. Once in LOCUS, manual intervention is required to update the program level and term session field as graded coursework is not maintained in the LOCUS system. This request automates this manual intervention.	Small	06/2013	TBD	On Hold
142	1952	B	Office of First Year Experience	3-LOCUS Enhancements	Registration Hold Outreach	To assist the university in outreaching to students with registration holds on their accounts, we are interested in developing a way to automate tailored communications to students to inform them about their hold, and the steps that they would need to take to address this hold. (Note - no Requestor Priority specified).	Automate communications with students who have Registration Holds. This request is specifying a centralized method to manage communications with students for holds. Currently, some departments manage outreach communications with students for the Holds which they have placed.	Medium	06/2013	TBD	New
143	2180	B	Institute of Pastoral Studies	3-LOCUS Enhancements	LOA Students on My Advisees	LOA Students currently are not displayed in the Advisor Center, until they return from LOA. IPS is requesting a change to this logic, in order to facilitate communications and follow-up with these students. They are further requesting a visual cue that will help the advisor know the student is on LOA. Other schools also use LOA designation and the Advisor Center including GSWK, GNRS, and GA&S. ITS will attempt to survey other schools to assure no negative consequences of including these students on the Advisor Center.	Schools, especially graduate programs, are increasingly using LOCUS to track students on a LOA from degree pursuit. Currently, students on Leave are not displayed on the Advisor Center. Institute of Pastoral Studies has requested that LOA students continue to display on the Advisor Center with an easy to use designation. It is presumed this will be useful to all schools. ITS will verify this assumption.	Small	10/2014	TBD	On Hold

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144	2185	B	Office of The Bursar	3-LOCUS Enhancements	SSN/ITIN tracking and communications	SSN/ITIN tracking and communications - Use LOCUS to track, communicate and allow students who have incomplete or missing SSN/ITIN to update their information in a secure environment.	Loyola is required by law to attempt to collect SSN/ITIN information for all 1098T student recipients who are not non-resident aliens. This includes most students. To avoid being subject to fines for failure to report correct TINs on Form 1098-T, institutions must solicit any missing TINs: " at least once a year " in writing " with a clear notice that the individual is required by law to provide the TIN so that it may be <input type="checkbox"/> included on an information return.	Medium	01/2015	TBD	New
145	2243	B	Registration & Records	3-LOCUS Enhancements	Transfer Credit Articulation rules - automation	Transfer Credit in LOCUS uses Articulation rules stored in multiple tables - Transfer Subject Area, Course Transfer Rules, and Program/Source Equivalency. Each of these tables must use the same effective date, so updates require multiple updates. Requesting a batch process which will automate the entry of new effective-dated rows. Also, requesting tools to allow updates for new academic programs.	Students have submitted transfer credit from more than 1600 colleges and universities which have been articulated to Loyola courses. Maintenance of articulation rules and extending them to new academic programs is a challenge - since the data is stored across multiple tables and rows. Some batch automation tools would assist the data entry effort and assure accurate input.	Medium	03/2015	TBD	On Hold
146	2325	B	Nursing: Graduate Programs	3-LOCUS Enhancements	Enhance My Advisees page in LOCUS	Enhance My Advisees page in LOCUS - additional fields have been requested by GNRS; ideally, page should be configurable by user; include LOA students (if desired) - see PSS 2180.	My Advisees page has become more important as Advisor Assignments have become more stable and useful in LOCUS. Some schools, especially GNRS, have expressed a desire to include more information on this page.	Medium	10/2015	TBD	On Hold
147	2472	B	Nursing:Niehoff School of	3-LOCUS Enhancements	Nursing (HSM and Exercise Science) internship data	Undergraduate Nursing (HSM and Exercise Science programs) would like to store data in internships for their students - including placement site data, communications, comments, and affiliation agreements. Appropriate operational and ad hoc reporting is also requested. This process would replace a series of spreadsheets currently used to manage required placements for these two programs.	Partnerships for academic internships are integral to these programs' success and future growth. The current system of Excel spreadsheets is unwieldy with current volume. This results in missed opportunities for students from semester to semester. The goal is to increase partnerships and student placements while improving the educational experience for these students. It will also aid staff to be more efficient in data entry/reporting, thus streamlining processes involved with internship placement.	Medium	09/2016	TBD	Pending
148	2473	B	School of Social Work	3-LOCUS Enhancements	School of Social Work - student internships	SSW would like to set up some sort of webform that will allow us to manage and monitor student activities in field. It would be similar to what currently exists for experiential learning in LOCUS but we would like to do this for our student internships. Currently, we have anywhere from 300 to 400 students in field in any given semester. We want to be able to track the agencies we are using, when students begin and end field, etc. Currently, we are using an excel program to do this but it is cumbersome and cannot be easily updated.	Current process of managing information about student field placements is cumbersome and time-consuming. A centralized system accessible to students and administrative staff would reduce the time spent on managing this Excel-based data repository and increase the effectiveness of this data collection.	Medium	09/2016	TBD	New
149	2747	B	Registration & Records	3-LOCUS Enhancements	Term/Session Calendar Report	A report is needed to assist advisors, departments in identifying begin/end dates of terms/sessions along with significant dates within the given term/session. Client has suggested a B.I. Report in Academic Processes folder.	Currently the term/session dates are stored in LOCUS and not all have view access to this information. The dates are spread out over several screens. This report proves the term/session dates that are critical for advisement and other discussions.	XSmall	12/2018	TBD	In Progress
150	2748	B	Information Services	3-LOCUS Enhancements	Correct LOCUS Profile Delete process	LOCUS Profile Delete - When the email alumni for life option became available that changed the source of how the LUWARE/IDM3 tables showed the status for these students. Where in the past they had a hi-role status of NONE they now have a status of ALUMNI. All those students with a status of NONE need to continue having their profile deleted from LOCUS. In addition, those student with a status of ALUMNI also need to have their profile deleted from LOCUS after their 2 year grace period has ended.	LOCUS Profile Delete process has not kept up with new roles for Alumni - used in conjunction with Email for-life. This project will update the process to delete LOCUS access for all students two years after their last term of attendance.	Small	09/2018	TBD	New

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151	2816	B	Office of The Bursar	3-LOCUS Enhancements	Self-service Itemized Student Financial Activity	Provide a means for students to obtain, via self-service, a report of student account financial activity for a range of dates or terms. The student will specify the range for the activity, as well as the type of activity desired (Payments, Charges, Financial Aid, etc.). This functionality will also be made available for administrators (back-office), to provide the same service for former students that no longer have LOCUS access. The output will most likely be produced in PDF format.	Student Account Advisors spend a great deal of time responding to student inquiries for various levels of student financial account activity. The reason for most inquiries are to satisfy third party requirements for proof of tuition expenses, for tuition reimbursement purposes. Today, the Student Account Advisors assemble the information from multiple sources, using a series of manual steps. The Office of the Bursar wishes to empower students to obtain the information via self-	Small	01/2019	TBD	In Progress
152	2861	B	Registration & Records	3-LOCUS Enhancements	LOCUS Grade Roster audit record	LOCUS Grade Roster audit record - Create an audit record that will capture the date/time stamp and user/id/oprid when grades are entered and saved on the final grade roster.	Audit records for Grade Roster will assist in answering inquiries about timing of grade entry until the grade is posted.	Small	05/2019	TBD	In Progress
153	2651	B	Information Services	5-Security Projects	Edge Firewall Rule Conversion	The university is now running Next Generation Firewalls at the edge. This new technology allows for application based rulesets over port based rule sets. This project will need to be done over the course of 1 year and will need to take deliberate steps to ensure that there is no interruption in Internet connectivity.	Changing to application based rule sets will reduce risk by blocking by application signature as opposed to well known ports which can be bypassed.	XLarge	02/2018	07/2019	In Progress
154	2035	B	Information Services	5-Security Projects	NAP Process Improvement	The current NAP system is cumbersome and requires an excessive amount of staff time for the verification of valid NAP requests and for the semi-annual expiration/renewal process. The addition of automated controls and a workflow system for electronic verification would reduce staff time and effort.	Improve/streamline the NAP system.	Small	01/2014	TBD	On Hold
155	2590	B	Administration HSD	8-Advancement	Gift Agreement Workflow	- Create a central repository for multiple (40+) gift agreement templates with fillable fields to customize each individual agreement. Will need to capture template creation date, author, track changes made, and the date the template was approved by General Counsel and Finance. - Create workflow for the creation and approval of template agreements. - Create workflow(s) for individual gift agreement approval process. Agreements will need to follow different workflows depending upon the type of agreement. - Generate reports on gift agreements in process with the ability to filter by stage in the process	Create a central repository for multiple (40+) gift agreement templates with fillable fields to customize each individual agreement. Will need to capture template creation date, author, track changes made, and the date the template was approved by General Counsel and Finance.	Medium	07/2018	07/2019	In Progress
156	2572	B	Campus Transportation	9-Student Experience/Portal Improvements	AIMSWeb - Upgrade to 8.1.82.15f for Remediate Pen Test Results	Upgrading AIMSWeb to remediate 2016 AIMS Web vulnerabilities. Move AIMSWeb to app server host. Remove old software from Webgens01. Addendum: Gathering info regarding AIMS 9 and AIMS Web 9.	Aims Web is used by students/staff to apply for parking and for parking clients to pay for ticketed parking violations. This update will keep the technology current and mitigate known vulnerabilities.	Medium	05/2017	07/2019	In Progress
157	2508	B	Information Services	9-Student Experience/Portal Improvements	Upgrade Oracle Enterprise Manager and Server	Upgrade Oracle Enterprise Manager software and replace Olive Server and its operating system with Linux. This project has been reassigned to Sue Nicholas after Tom Hullivan's retirement. 10/24/18	Upgrade to supported Oracle versions 13c and move to new server	Medium	11/2016	09/2019	In Progress
158	2844	B	Information Services		Create Application Relationship Diagram for HSC Systems	Document the application relationships of the systems in place at HSC. Mimic the diagramming style already in place for systems owned by ITS. Once diagrams are drawn and verified, capture and load all meta data into iServer for reporting and modeling purposes.	Create consistent documentation of technology resources.	Medium	04/2019	02/2020	In Progress
159	2879	B	Campus Safety LSC		ARMS Interface to Maxient	Acquire and implement the integration module to enable ARMS to push completed campus safety reports to to Maxient.	Enable faster data movement/sharing from Campus Safety to Student Development and/or Title IX team. Also addresses internal audit comment.	Medium	07/2019	TBD	Pending
160	2880	B	Controller		Lawson Replacement Analysis	Document the business requirements, needs and benefits of replacing Lawson for Finance & HR.	Replacement of the legacy Finance and HR systems should provide efficiency gains for the University.	XLarge	07/2019	TBD	Pending

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161	2695	C	Information Services		Digital Media Services: Online Agreement Form	Digital Media Services is seeking support from ITS to determine a solution that will allow active students, staff, and faculty to sign loan contracts upon checking out equipment that is more environmentally sustainable, more efficient and in a more secure manner.	A more environmentally sustainable and more secure way for active students, staff and faculty to sign loan contracts upon checking out equipment is needed to reduce cost, waste, risks of client pickups on behalf of others, or fraudulent use of other individual's Loyola ID. Providing an application that will allow client to submit agreement form electronically will not only be more environmentally sustainable and secure, it will also make the loan process more efficient in indexing and interfacing the contracts into DocFinity.	Small	05/2018	07/2019	In Progress
162	1291	C	Wellness Center		Add Residential data to the PNC Registration Interface	Add residence hall information for students that reside on campus to the registration information that is passed to the Wellness Center's Point and Click system. This is required reporting for the Mental Health First Aid study that they are participating in. They would also like to use this for ongoing needs assessment and program evaluation.	Enhance interface from LOCUS to Wellness Center EMR system to include current Residence Hall information.	Small	03/2011	TBD	Pending
163	1292	C	Wellness Center		Include Students' ID photographs in import to PNC	The Wellness Center's Point and Click system is populated from an import of registration data. If technically feasible, they are requesting that students' ID photographs also be included in this data. This would provide the ability to connect a name with a face and will improve work flow and customer service	While Wellness Center staff does have access to LOCUS photos, ideal access to student photos would be within the Wellness Center's Electronic Medical Record application (Point N Click aka PNC).	Small	11/2010	TBD	Pending
164	1541	C	Office of The Bursar		iPlan - Improve creation of manual plans	Current process for creating a manual Payment Plan is cumbersome. Requesting modifications to allow more straightforward methods for Payment Plan Administrators to create a manual plan for students, avoiding communications with students which are not accurate or are confusing.	Current process for creating a manual Payment Plan is cumbersome. Requesting modifications to allow more straightforward methods for Payment Plan Administrators to create a manual plan for students, avoiding communications with students which are not accurate or are confusing.	Medium	05/2011	TBD	New
165	2381	C	School of Law:Reg & Records	11-Enterprise Content Management	School of Law ECM Implementation	Target start May 2016. Small number of doc types. Set them up with retrieval access to Reg&Rec doc types first. We will have to see when they would like an implementation of new doc types.	The team has identified several ways which DocFinity will improve the School of Law's ability to complete projects more efficiently: - Documents will be easily searchable and retrievable by School of Law Department users, thus reducing the amount of time spent locating and distributing documents. - All pertinent information for a research project will be stored in a single location, this will help to streamline the document retrieval process and allow more efficient sharing of information among School of Law Department employees. - The School of Law Department has limited administrative resources and no student workers, streamlining their scanning and indexing will reduce the backlog of paperwork that is accumulating in their office.	Small	05/2016	TBD	New
166	2852	C	Academic Advising and Services	11-Enterprise Content Management	Academic Services - Access Report & Training	If possible, I would like to review all academic advisor access to DocFinity. I have learned that there are varying levels of access depending on the individual. While I know there is a training manual, who would be able to provide an in-person training for the advising group. We are not following consistent practices in advising regarding DocFinity and access and training would limit some issues.	The department needs help in standardizing procedures while also developing a best practices for adding new users and tracking who has access.	Small	07/2019	TBD	New
167	1759	C	Provost HSD	16-LUHS/LUC/HSD Technology Program	Evaluation of single badging for HSD/LUC	Evaluation of an individual having a single badge issued from either card office (Maywood or LUC) and have it work on either campus.	This is for an evaluation to assess the possibility and benefits of being able to share badge information between Maywood and LSC to enable an individual to carry one badge.	Small	09/2012	TBD	On Hold

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168	1816	C	Information Services	3-LOCUS Enhancements	Class Enrollment Totals - Out-of-Synch	Class Table in Campus Solutions contains a Total Enrollment (ENRL_TOT) field to capture current enrollment. Occasionally, a discrepancy between this field and detail enrollments (STDNT_ENRL) is found. Another school (UMass) has shared their code for finding and updating out-of-synch class sections. This project will make this code production ready for Loyola. In addition, adding audit records on key tables (CLASS_TBL, CLASS_INSTR, etc) would provide useful tools to debug out-of-synch conditions. The technical work to create these audit records will be part of this project, also.	Class Table - Enrollment Total - is occasionally out-of-balance with actual enrollments. Tracking the cause of this out-of-balance has been a long-standing issue with Oracle. Workaround batch SQR will update on a daily basis, if necessary. This impacts a very small percentage of classes.	Medium	08/2012	08/2019	On Hold
169	1316	C	Office of The Bursar	3-LOCUS Enhancements	LOCUS - SF customization - Item Type Summary by Term	Item Type Summary by Term - The debits and credits for the same Item type for each term make this screen hard to read when one is only interested in a Summary the term's activity. We modified the Account Summary page to show the SF_ACCT_TERM view to make things clearer to students, but occasionally it is useful to see term specific Charges and Financial Aid in a Summary Form by Item Type using the ITEM_TERM.	Students and parents have access to a modified Account Summary page to show a convenient easy-to-read summary of charges, financial aid and payment. This new development would provide greater detail to students and parents while maintaining the easy-to-read standard.	Medium	06/2010	TBD	New
170	1954	C	University Marketing and Communication	3-LOCUS Enhancements	Create an XML output from LOCUS of offered courses	Create an automated way to deliver data on courses in XML format. The resulting file will be used as direct input to appropriate web pages created by University Marketing. Evaluation of possible delivery - Oracle delivered service, HighPoint delivered services, or Loyola-coded services.	This web service will provide a single source of truth for the public display of courses on college and school pages. Currently individual content coordinators are responsible for keeping their listing of courses up to date. This process allows for out of date content in many different formats. As the source of truth for this information resides in LOCUS, it would make sense for this content to be pulled from there.	Medium	06/2013	TBD	On Hold
171	1957	C	Information Services	3-LOCUS Enhancements	Investigate Locus to Outlook interface for schedules	This project is to capture the work to investigate the possibility of creating an interface from Locus to Outlook such that student and faculty could easily import their schedules from Locus into Outlook.	Outlook integrates well with phones and other mobile devices. It will be a benefit for students to easily import their schedules from Locus into Outlook. If a student has chosen to link their phone with Outlook then they will have their class schedule readily available at their fingertips.	Medium	05/2013	TBD	On Hold
172	2061	C	Information Services	3-LOCUS Enhancements	LOCUS Profile process for Students	LOCUS Profile process for Students re-processes all continuing students once per term. This update does not cause any problem for most students, but uses resources unnecessarily to update LOCUS profiles. However, for students who are also staff members with LOCUS access, it causes a loss of some access rights - Process Monitor for batch jobs, special access to SSN/DOB - via the Primary Permissions which are overlaid during the update.	LOCUS profiles for students are an automated process triggered by admission, deposit and term activation. Once per term, student profiles are updated unnecessarily. This overwrites some access rights for those students who are full-time staff members with LOCUS access. The goal of this project is to correct this unnecessary update without impacting the process negatively.	Small	02/2014	TBD	Pending
173	2478	C	Wellness Center	3-LOCUS Enhancements	Additional enhancements to immunization processing	Two remaining requested enhancements to the customized LOCUS immunization processing. 1)Interface immunizations entered in Point and Click to LOCUS; 2)Notifications to students when they fall out of compliance. (e.g Last T/D dose becomes > 10 years ago)	Students are requested to enter immunization dates in LOCUS beginning in 2014. Some additional features are still desired, but lower priority. These include having immunizations flow directly from Point n Click to LOCUS, if provided by the Wellness Center. Also, sending notifications to active students via email when they fall out of compliance (e.g. - Tetanus shot > 10 years) is desirable.	Medium	06/2019	TBD	In Progress
174	2737	C	Office of The Bursar	3-LOCUS Enhancements	Locus Parent-Guest Page Security - Readonly for Staff	In Locus Parent-Guest pages, some staff can update the data. This should only be done by the student him/herself. Staff should retain only have read-only access.	In Locus Parent-Guest pages, some staff can update the data. This should only be done by the student him/herself. Staff should retain only have read-only access.	XSmall	08/2018	TBD	In Progress
175	2694	M	Information Services		Call Accounting system replacement	Replacement of Call Accounting system. The Call Accounting System is used to cost calls for budget purposes and to report on this usage to the owning departments. The existing software is no longer supported by the manufacturer and can only operate on a Windows 98 PC, which is also not supported.	Not replacing this system would remove the ability to use call-tracking for Campus Safety-related investigations, or provide call detail to departments or accurately bill departments for usage.	Medium	04/2018	07/2019	In Progress
176	2774	M	Finance-Office of VP-CFO		2019 Deloitte Audit of Financial Systems - IT Portion	Annual Audit of financial systems - Infor/Lawson and LOCUS.	Ensure financial systems infrastructure and processes are secure and have minimal risks.	Medium	04/2019	07/2019	In Progress

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177	2640	M	Capital Planning		Cuneo Mansion New AT&T Route	Existing AT&T copper and fiber facilities to the mansion must be rerouted to bypass the portion of the property that is being developed.	The existing AT&T copper and fiber route to the mansion transverses the portion of the property that is scheduled to be developed. These facilities must be rerouted to a new path on remaining University property.	XLarge	08/2017	08/2019	In Progress
178	2775	M	Information Services		Baker Tilly Audit Assessment - Palo Alto (Firewall/IPS)	Internal audit will review the installation, configuration and corresponding operational processes for the next generation firewall tool.	Ensure that the firewall and intrusion prevention system is configured and operating in a secure and efficient manner.	Small	01/2019	09/2019	In Progress
179	2636	M	Information Services		GDPR Analysis & Process Implementation	Research new General Data Protection Regulation(GDPR) requirements and how they apply to LUC. Regulation goes into effect on May 25, 2018 in the EU. GDPR requirements apply to any organization doing business in the EU or that processes personal data originating in the EU, be it the data of residents or visitors.	To protect LUC from incurring administrative fines which are allowable under Article 83 of the GDPR for non-compliance with the new regulations.	XLarge	12/2017	12/2019	In Progress
180	2776	M	Information Services		Baker Tilly Audit Assessment - GDPR	Internal audit to review/audit the activities in support of the GDPR regulation. This would include all work completed by the GDPR Working Group.	Ensure that the university is in compliance with the GDPR regulation.	Small	06/2019	03/2020	In Progress
181	2867	M	Its-Office Of The Vp & Cio	12-Online Applications	Infrastructure: DaaS Pilot Implementation for Engineering School	The Infrastructure team, in-partnership with the Engineering School, would like to pilot DaaS usage for 6 applications to be used by the engineering department to access software via browser, while off campus.	Engineering students are working late at night in the labs, to use the expensive software necessary to complete their assignments. By offering these software application via DaaS, the students will be able to access these applications wherever they are, assuming a strong internet connection is established. This pilot will help us understand the performance, ease of use, and accessibility for students in the engineering school.	Medium	06/2019	12/2019	New
182	2723	M	Facilities (HSD)	16-LUHS/LUC/HSD Technology Program	HSC Building Automated Systems Migration	Planning and migration of all Building Automated Systems for Health Science Campus buildings to LUC network infrastructure (VLAN 30). Implementation of (2)BAS servers (Siemens Desigo System in CTRE data center (M003).	This will allow LUC facilities to better manage and control the environment in HSC buildings	Large	03/2018	09/2019	In Progress
183	2397	M	Information Services	21-LDE Foundation: Collaboration and Security	Enterprise Mobility Management	Respond to Baker Tilly's risk assessment of mobile device management, Fall 2015. 16 total findings were identified, 4 of which are critical to remediate. 1. Mobile device strategy 4. Training and awareness 14. Security standard 15. Technical controls An Additional finding also in scope from the Asset Management assessment, is Asset Tracking for mobile devices.	The objective of the Enterprise risk assessment is to identify potential risks across the university and provide recommendations for process and control improvement.	Medium	06/2017	04/2020	In Progress
184	2682	M	Financial Assistance	3-LOCUS Enhancements	FA 2019 Loans/Disbursements Processes	The project will focus on ongoing support for financial aid custom processes that Loyola needs for the local management and awarding of financial aid and scholarship funds - particularly loan management and award disbursement processes.	This project offers ongoing support for financial aid custom processes that Loyola needs for the local management and awarding of financial aid and scholarship fund for 2019 Aid Year.	Medium	04/2018	07/2019	In Progress
185	2873	M	Registration & Records	3-LOCUS Enhancements	Required FERPA Training for LOCUS access	We should evaluate if available training resources that cover FERPA are sufficient, or if we need to develop our own training material to be delivered through Sakai. We must have a method for tracking and reporting completion and renewal of the training. Completion information will need to be communicated to the appropriate parties that manage LOCUS access so that they do not assign access until the training is complete. Simple completion of the training may not be enough. We should consider the use of a minimal "passing" score and require anyone who does not meet the minimum to retake the training and pass it before receiving access to LOCUS.	As a matter of best practice for FERPA compliance, it should be required that any employee (staff, student workers, and faculty) who will have access to student data through LOCUS complete FERPA training before receiving access. Additionally, all LOCUS users should be required to renew their FERPA training on an annual basis.	Large	07/2019	TBD	New
186	2824	M	Facilities LSC	4-Construction Projects	Steam Plant 2nd Floor Renovation	The purpose of this project is to build new office space for facilities personnel.	Construction Project.	Small	01/2019	08/2019	New
187	2629	M	Facilities LSC	4-Construction Projects	Alfie Center	Construction Initiative - The purpose of this project is to build a new 3 story practice facility for Athletics on the LSC adjacent to the Sean Earl Field. Included in the current design are 2 sports courts, meeting/recruiting room and film room. The Building will be connected to Norville via a skywalk. 7/11/2019	Mandated Project.	Large	03/2018	08/2019	In Progress

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188	2856	M	Facilities LSC	4-Construction Projects	St. Joe Seminary Remodel	The purpose of this project is to convert St. Joe Seminary into a residence Hall.	Construction Project.	Small	05/2019	08/2019	New
189	2857	M	Facilities LSC	4-Construction Projects	International House Remodel	The purpose of this project is to remodel the front entrance and create a reception desk and install an elevator.	Construction Project.	Small	04/2019	08/2019	New
190	2716	M	University Marketing and Communication	4-Construction Projects	UMC Email Software	UMC currently uses Web Focus email functionality to create and distribute marketing communications to various groups and the current functionality limits the effectiveness of analytics and template sharing across the university marketing initiatives. UMC has vetted several vendors and has chosen Emma as their software of choice. UMC would like ITS to assist with vetting the vendor from an architecture perspective, to ensure data is secure when being stored in the cloud, as well as assist with updated data elements from the data warehouse. Lastly, the WebFocus Server can be retired once Emma is fully functional, which will allow for the server to be re-purposed or retired.	UMC upgrading their email software will enable ITS to retired/repurpose the WebFocus server (cost savings). UMC moving to a new software will also allow marketing templates to be used across the university (based on security rights) to submit to UMC for final approval and distribution, and provide open/click through analytics rate.	Medium	06/2018	10/2019	In Progress
191	2632	M	Rome Center - General	4-Construction Projects	JFRC new REsidence hall	JFRC will be expanding their campus foot print by adding a 4 story addition which will house students. This project will equip the building with the required technology.	Enabling the necessary technology within this building will provide the students the access to resources as required along with equipping the building with safety measures.	Large	11/2017	12/2019	In Progress
192	2750	M	Facilities LSC	4-Construction Projects	Francis Residence Hall	The purpose of this project is to build a 400 bed residence hall for students that will also have a café, office space, meeting rooms and classrooms.	Construction Project.	Large	09/2018	08/2020	In Progress
193	1324	M	Information Services	4-Construction Projects	Faculty/Staff Lounge - Cud.Sci. Expan.	Provide voice and data technology for a new faculty and staff lounge	Enhance faculty and staff experience while on campus	Medium	TBD	TBD	On Hold
194	2028	M	Its-Office Of The Vp & Cio	5-Security Projects	PII for Remote Locations	Implementation of the existing Personally Identifiable Information program at the University's Remote locations (Cuneo, Woodstock, Rome, etc.) per the University's PII Policies. This includes the deployment of technologies to scan, identify and remediate PII found on university devices. It also includes the identification of data steward roles within university departments to assist with the program activities.	Continued reduction of the overall risk to the university regarding the exposure of personally identifiable information (PII).	Medium	04/2015	07/2019	Pending
195	2799	M	Its-Office Of The Vp & Cio	5-Security Projects	PCI-DSS Compliance Review 2019	PCI-DSS Compliance Review 2019 The PCI DSS Preparedness Assessment will validate adherence to independent QSA validation testing, to identify any deficiencies that would result in non-compliance, remediation of deficiencies and/or provide recommendations for effective countermeasures. This effort includes a required penetration test	The PCI DSS Preparedness Assessment will validate adherence to independent QSA validation testing, to identify any deficiencies that would result in non-compliance, remediation of deficiencies and/or provide recommendations for effective countermeasures. This effort includes a require penetration test.	Large	04/2019	10/2019	In Progress
196	2763	M	Its-Office Of The Vp & Cio	5-Security Projects	Security Training - All Faculty & Staff	Our security program and training is changing from a "passive" to and "active" awareness approach to ensure that users can explain and apply the training to real-world scenarios everyday during their job. 4-5 online training topics will be required each semester (Fall & Spring). New Hires will also be grouped monthly and added to this list for training.	Improve the security posture of the University by raising awareness to threats and compliance regulations.	Medium	10/2018	12/2019	In Progress
197	2796	M	Information Services	5-Security Projects	Lakeside PII Program 2019	PII 2019 Project: Continuation of the existing Personally Identifiable Information program per the University's PII Policies. This includes the deployment of technologies to scan, identify and remediation of PII found on university devices. It also includes the identification of data steward roles within university departments to assist with the program activities.	Continued reduction of the overall risk to the university regarding the exposure of personally identifiable information (PII)	XLarge	01/2019	12/2019	New
198	2795	M	Its-Office Of The Vp & Cio	5-Security Projects	2019 PII Program for HSD	Continuation of the Personally Identifiable Information program at the HSD location/campus per the University's PII Policies. This includes the deployment of technologies to scan, identify and remediate PII found on university devices.	Continued reduction of the overall risk to the university regarding the exposure of personally identifiable information (PII).	XLarge	01/2019	12/2019	In Progress

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199	2797	M	Information Services	5-Security Projects	Loyola Aware Programming for 2019	Loyola Aware programming for 2019. The program goal is to increase employees security awareness by attending and holding events designed to increase awareness. The program allows everyone to recognize IT Security concerns and respond accordingly. Topics include social engineering, email & messaging, browsing and many others. Project includes roll-out of monthly awareness materials and departmental communications.	By increasing awareness the program allows everyone to recognize IT Security concerns and respond accordingly. ITS will release a series of training materials, distributed by University Information Security Office that can be accessed via the web or in person. The idea is to reinforce the mandatory awareness training by providing additional material containing a variety of topics which include: social engineering, email & messaging, browsing and many others.	XLarge	01/2019	12/2019	In Progress
200	2800	M	Its-Office Of The Vp & Cio	5-Security Projects	PCI-DSS Segmentation Testing 2019	To satisfy PCI version 3.2, requirement 11.3.4.1, service providers that use segmentation are required to perform penetration tests on segmentation controls every six months.	PCI 3.2 requirements for penetration testing and network segmentation. Requirement 11.3.4.1 states, service providers that use segmentation are required to perform penetration tests on segmentation controls every six months.	Small	02/2019	TBD	New
201	2330	M	Information Services	9-Student Experience/Portal Improvements	12C Database Upgrade	<p>Oracle 12C Database Upgrade of all University databases. This upgrade will include all University Oracle databases and database servers that are supported by ITS.</p> <p>This Upgrade is required to support the version 10 upgrade of Lawson and the LOCUS PeopleTools upgrade to 8.54 both scheduled for early 2016.</p> <p>This upgrade will allow Loyola 1) access to new database functionality, 2)to remain eligible for the highest levels of product support</p> <p>*As of 04/24/18 there are two application databases (CBORD and ReportCaster)left to upgrade, this upgrade is depended on vendors. The CBORD upgrade is scheduled for this summer.</p> <p>*As of 10/29/18 there is one application database (ReportCaster)left to upgrade, this upgrade is depended on vendor. The goal is to have this database upgraded by early 2019.</p> <p>**As 4/30/19 Continue to wait for the ReportCaster vendor or for the client to pick new software.</p>	<p>This Upgrade is required to support the version 10 upgrade of Lawson and the LOCUS PeopleTools upgrade to 8.54 both scheduled for early 2016.</p> <p>This upgrade will allow Loyola 1)access to new database functionality, 2)to remain eligible for the highest levels of product support from the Oracle and Info vendors.</p> <p>(As of 5/30/17 there are two application databases (RMS and CBORD)left to upgrade, this upgrade is depended on a application upgrade as well.</p>	XLarge	09/2015	10/2019	In Progress