

Applications Steering Committee

Agenda
March 21, 2011

Dan Burcham, Deb Yost, Eric Menold, Jim Cook, John Urbanick, Amy Buse, Leah Monger, Cheryl Cluchey, Jennifer Thede, Don Flickinger, Rick Christner

Welcome new member, Jim Cook, IT Project Manager

Additions to Agenda

Closed Projects – Jim Cook, IT Project Manager

- Jim explained the report with graphs that was generated out of the Innotas project software IT uses. Jim updates the report weekly and it is available on the ITS homepage. Currently there are four open projects
- These are closed over the last fiscal year
- MCO computer install recently completed
- Extron recently completed

Open Projects – Jim

- Novell to Active Directory is 85% done (phase 1). Phase 2 is planning for migration; need to figure out what tools are in Novell that need to be replaced in AD (such as emergency notification broadcasts that are currently done through Novell).
- Adirondack
- Red Hat 4 Upgrade for Luminis
- OmniUpdate work for A&F, the new content management system
- Looking at eLearning apps from Blackboard

New Project Requests – Jim

- T2 - Public Safety Parking Management Software. Online permit and citation system to be integrated into Banner with batch processing
- When ranking T2, it earned 33/60 points. The cost is 32K with 4K annual maintenance that Pub Saf will pay. This is a tier 1 server application.
- It is integrated with TouchNet third party billing software.
- The hours/time for T2 have not been determined but will be calculated when the project is entered into Innotas.
- John said the ASC may need to still be involved in the ranking of project requests. When resources are to be applied and projects are competing for them, IT needs some direction. A lot of work for T2 is going to be performed by the vendor, so it is not as time intensive for IT as some other

- projects. If projects are tied, the managers could figure it out or bring back to ASC.
- Any given time throughout the year where is conflict between a group of tasks for different projects may have to be reprioritized. John will define 1,2,3 priorities and what that means for the end user for the next meeting.
 - T2 was voted on and assigned a priority 2.

Advice on Future Projects – John

- Review Project Definition & Flow
 - 80 hrs of total work
 - More than one department
 - Projects like upgrades really impact all of campus and should not be considered internal.
 - Need to make sure the right people/departments are involved and we need to encourage collaboration. If people are trying to figure out a way to avoid classifying something as a project, in order to not have to work with other departments.
 - Putting work into projects makes work more clearly defined and detailed.
 - Institutional funds
 - If donations cause us to spend more man hours than it's worth, it may not be something we can/should accept.
 - Mary Kay said \$\$ makes a department more focused.
 - Large University impact
- In six months we can evaluate what should have been a project and wasn't and vice versa.
- Share IT Concerns
 - John is getting feedback from customers and IT managers: everything is a project and the process is too burdensome to get work done.
- Discuss Different Types of Projects
 - JOHN HELP!! It jumped all over and was hard to capture
- Brain Storming on Project Sizing and Process
 - Jim handed out a chart he made about prioritizing
 - Is there a way we can encourage staff to think a project isn't so bad
 - Do you want to see the level 1 projects at the ASC?
 - This will come back on the agenda.

Authentication question - John

Submitted Projects - Jim

Round Table