CCITP - Meeting Notes

Date: Thursday 9/7/17

Time: 2:00-3:30 Location: TLC215

Zoom: https://cuboulder.zoom.us/j/691449318

Next meeting is Thursday, October 5

Attendees (12): Chris Bell, James Fudge, Ron Richter (UMC), Deborah Hamrick, Jeff Taylor, Grant Matheny, Gena Welk, Sean Martin, Milap Sharma, David Gallagher, Jerry Spivey, Brent Phillips

Remote Attendees (10): David Kohnke, Eric DenBraber, Eric Schoeller, Gina Scott, Greg Hoppes, Joe Workman, Joseph Laconte, Scott Maize, Stephen Guzman, Sean Pease

Agenda:

	Topic	Time	Speaker(s)
1	Introductions and Announcements	5 min	Chris Bell
2	UIS Update	15 min	Milap Sharma
3	OIT Portfolio Review	20 min	Brent Phillips
4	LMS update	20 min	James Fudge
5	Discussion of today's topics	28 min	Chris
6	Decision & Action Item Review	2 min	Gena Welk

Agenda 1: Introductions and Announcements

(led by Chris)

Reminder: Here is how OIT Communicates with IT Practitioners:

OIT Weekly email

To get on the list, click "Submit your Information" on this page:

https://oit.colorado.edu/about-oit/oit-campus-outreach

OIT News

To see the main headlines go to the OIT news page:

https://oit.colorado.edu/news

OIT Service Alerts

https://oit.colorado.edu/service-alerts

To subscribe to OIT Service Alerts and News, go to

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OIT Home

https://oit.colorado.edu/

Agenda 2: UIS Update

(led by Milap Sharma)

(presentation slides included at the end of these notes)

UIS is actively involved in improving the campus digital environment.

- Automating infrastructure and middleware to improve deployment.
- Consolidating all the portals with fluid architecture
- Delivering advancement intelligence
- Among other things

Works closely to follow ERP governance action items, and plans their projects and foci accordingly.

Action Item (for Milap Sharma): CCITP question about Safari browser support on UIS apps. Milap will share list of supported browsers.

Agenda 3: OIT Portfolio Review

(led by Brent Phillips)

(presentation slides included at the end of these notes)

To be an OIT Portfolio Project, it must comply with specific considerations. It will either

- consist of over 200 hours of work
- require more than 8 hours from 2 or more OIT departments
- be a significant change to a service
- reach a cost threshold
- meet a sense of urgency or visibility

Project quantities are capped. OIT will only accept a specified number of projects per project category (Extreme, High, Medium, Low).

OIT's Project management team "hits our sweet spot at about 60-70 projects" at any given time. PM group is completing projects at about the same rate as we are adding new projects (which keeps us at the 60-70 project range)

CCITP Question: How is priority category determined?

Answer: Priority is determined by the campus <u>ERP group</u>, by timing requirements, by visibility, etc.

CCITP Question: What defines a customer?

Sometimes the customer is OIT, other times it is a campus entity. Therefore, some benefits are to campus while other times the benefit is directly to OIT (and thus indirectly benefits campus). This is broken out and specified in the project charter, although it is not clarified in the summary offered on the OIT web page.

You can always visit the OIT Website for info on <u>OIT projects</u>. The information here is limited due to the public nature of this site. For more detailed info, reach out directly to Brent or PM (project manager) - either will be happy to speak with you.

Be aware these projects are just 20% of what OIT is working on. (The other 80% is our day-to-day work.)

Agenda 4: LMS (Learning Management System) Update

(led by James Fudge)
(presentation slides included at the end of these notes)

The selection is official! CU Boulder will be moving from D2L to Canvas.

The goal is 90% adoption of the tool (goal set by Mary Kraus) by courses and instructors, with the end goal being a more consistent experience for students.

Reasons for the choice:

- Canvas will be more reliable and intuitive.
- Additionally it is mobile friendly.
- Will be able to integrate grading.

About Canvas: Canvas is Open-core. Open-core refers to a combination of open source and closed source. This will be more integrable than D2L.

D2L will still be in operation on our campus through the Spring of 2019,

Timing:

- Canvas will be implemented over a 2 year period.
- Faculty will be able to start entering course info into Canvas as early as this October.
- The first semester for student use of Canvas will be in Spring 2018.
- Spring 2019 will be the last time any CU Boulder course will use D2L

The LMS team is happy to come to your department to explain the changes and introduce the new system. They want to address any fears or concerns and make the transition as easy as possible for current LMS users, and would like to increase adoption by courses not using D2L.

For more information on Canvas and the campus transition: www.colorado.edu/lms
To get more information about this project you may reach Jim (the project manager) at james.fudge@colorado.edu or Aisha Jackson, Associate Director of the Academic Technology Applications Program in OIT, at Aisha.Jackson@colorado.edu.

Agenda 5: Discussion of today's topics

Ron: Apple was offering discounted pricing and he (Ron) appreciated finding out via OITsuppcomm list (Thanks Dan Herrick!)

Nasa informed (Dave Gallaher) they will be moving completely to cloud based computing. Daven's team has concerns. It's a major shift for Dave's group. Dave deals with tera, peta, and exabytes of data - they take satellite feeds from Nasa machines and distribute it from here. Now it will change to be distributed from the cloud (although backup may still be located here.)

They would like the university to step up and do more than basic security. They would like top secret security. Does Dan Jones know about this? Employers want students to come out of here with security clearance. We need a way to "hold" those clearances. It can delay students up to 2 years to get clearance and be able to be employed [after graduation].

Agenda 6: Decision & Action Item Review

Action Item/Question: CCITP would like an update from Dan on the improvements to the review form as well as the process in regards to security and accessibility review.

Action Item/Question: Any progress from Dan's office on providing transparency through the accessibility review process?

Request: Will Dan please return to CCITP to give an update?

Action Item/Question: Ask Dan if consideration has been given to providing more staff for security/accessibility reviews and other issues affecting procurement. CCITP's note that with Mike Williamson's (or any other staff's) absence the accessibility office falls significantly behind

which has previously had an in purchasing).	mpact on campus needs	s (by extended the obsta	cle to

UIS

https://www.cusys.edu/uis/

Major Project Completed

- HROE 2017
- Elevate Phase II: Grants, HCM Waves 1, 2a & 2b, 3
- Leepfrog Course Search
- UCD Conflict of Interest
- Skillsoft 8.i Upgrade
- CS Bundle 45
- CS Bundle 44/Nelnet Project
- Enhanced Fall Semester Start Up 2017
- Grey Heller CS People Mobile
- HCM Regulatory Patches Q3 of FY 17
- Mobile App

Projects we working on

	Spots	Score	Quarter 1 FY18: Jul,Aug,Sep	Updated 9)/5/2017					
	1	339	HCM Wave 3b (HCM FY18	Green = Ex Phase	kecution					
	2	339	Project)	Purple = P Phase	lanning					
	3	339		Idea or Ini	tiation					
	4	339	Elevate Grants: InfoEd Awards Mods Integration							
	5	269	Security Upgrade: Firewall and Segmentation		Portf	olio Mana	gement: G	uiding Principles		
1	6	245	OnBase Conversion	Once a project moves into Level 1, it will stay in Level 1 until complunless explicit exception voted upon by LT						
	7	203	CS 9.2/Tools 8.55 Upgrade/PUM 7	2. Semester Start Up, CS Bundles, HCM Reg Patches, FIN Yrend, HROE						
	8	275	Admissions Application Implementation	reserve an automatic slot in a quarter and are categorized as a Recurr Project						
	9	141	eRA v15				al PMR in o e planning	rder to move into Level 1 o phase		
	10	RP	CS Bundle 46							
	11	UP	Full Cost Business Planning	please see	Guiding p	rinciple #1.	It might no	n Level 1 than those in Level ot have been the lowest wh		
	12	RP	HCM PUM 23 CatchUp	entering L	evel 1 or w	as an exce	ption agree	d to by the Leadership Tear		
	13	150	OI- Data Interested							
	14	150	Oracle Data Integrator Implementation							
	14	150	Implementation							
	15	UP	Amazon Web Services POC-On Hold							
2	16	UP	Tiold							
	17	156	u.direct Implementation							
	18	99	UCB InfoEd Proposal Development							
	19	85	ISSM Replacement (Sunapsis)							

<u>Other</u>

- Automation
- Portal redesign
- Integration Inventory
- OIM Enhancements (Upgrade and UI)
- Data Architecture
- IT Governance
- Process improvements
- Advancement Intelligence
- Timeout Issue for PS Applications

CCITP OIT Portfolio Update

9/7/17 Brent Phillips



Agenda

- 1. OIT Portfolio Project Definition
- 2. OIT Portfolio Project Dashboards
- 3. Extreme Priority Projects (2)
- 4. High Priority Projects (9)
- 5. OIT Website Project Status

OIT Portfolio Project Definition

OIT Portfolio Project Considerations

- More than 200 hours or
- More than 8 hours of time from 2 or more OIT departments or
- Significant changes to an OIT service that other services are dependent on or
- Estimated cost greater than \$25K or
- Highly urgent or visible deliverables

Priority Category	#	Max	>=95
1 - Extreme	2	2	0
2 - High	9	10	2
3 - Medium	23	25	3
4 - Low	30	N/A	9
Total	64		14

Project Size Characteristics - select as many as apply and then choose an appropriate overall size

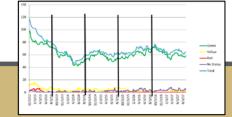
Size	Hours	Hours Complexity Duration					
S	< 200 hours	< 200 hours Simple < 1 month		Less than \$25K			
М	200-400 hours	Moderate	1-3 months	\$25K to \$250K			
L	400 - 1000 hours	1000 hours Complex 3-12 months		\$250K to \$500K			
XL	> 1000 hours	Very Complex	1+ years	\$500K +			

OIT Portfolio Project Definition

Office of Information Technology	OIT Standard Pro	ject Roadmap Version 3	3.0 – 5/26/2017
1. Initiating	2. Planning	3. Executing	4. Closing
Request and Approval Preparation	5. Monitori	ng and Controlling	
Schedule: Left to Right	Business Requirements Gathering & Approval High-level Specifications / System Design / Process Design Detailed De		Warranty / Transition
Led by Project Manager Charter	Project Kickoff Accessibility Review Architecture Review	CAB Go / No Go	
	Project Schedule (Tasks	with Durations, Resources, Dependencies, etc)	
Roles & Resp Matrix	Risk Assessment	Transition Guide	Lessons Learned
Proj Mgmt Plan	Requirements	Traceability Matrix	
	Т	Fest Management Plan	
		Communications Plan	
Led by Deputy Project Manager	Security Review Accessibility Review	CAB	
Charter Roles & Resp Matrix	Project Kickoff Architecture Review	Transition Guide	Lessons Learned
	Requirement	ts Traceability Matrix	
		Project Schedule	

OIT Portfolio Project Dashboards

				OIT Portfo	lio Da	shboa
Priority Category	#	Max	>=95	State	#	%
1 - Extreme	2	2	0	Not Started	4	5%
2 - High	9	10	2	In Progress	60	78%
3 - Medium	23	25	3	On Hold	13	17%
4 - Low	30	N/A	9	Project Type	#	%
Гotal	64		14	Strategic Project	31	48%
				Enterprise Project	33	52%
Status Color	Total	Issues	Risks	Project Strategy	#	%
reen	58	28	27	Academic Technology Design	6	9%
ellow	2	2	1	Other	3	5%
ed	0	0	0	Standard Project	54	84%
one	4	0	0	Supplier Selection	1	2%
PM Type	#	Proj#	%	OIT Sponsor	#	%
М	12	41	64%	Dan Jones	4	6%
PM	9	17	27%	Jenn Nebergall	2	3%
ATC	7	6	9%	Jennie Brucker	3	5%
Project Size	#	Pts		Jon Giltner	20	31%
S	11	11	1	Larry Levine	2	3%
M	22	44	2	Marin Stanek	13	20%
L	21	105	5	Orrie Gartner	18	28%
XL	9	90	10	Thomas Hauser	2	3%
	63	250				





OIT Portfolio Project Dashboards

State	#	Name	Sz	Туре	Strategy	Sponsor	Manager	Color	Start	%	SR	AR	ARB
In Progress	1 - Extreme	Student Print Stations	М	Strategic Project	Other	Jennie Brucker	Ari Harrison	Green	6/27/17	92%	Yes	Yes	NA
In Progress	1 - Extreme	Oracle Identity Management - Phase 2	М	Strategic Project	Standard Project	Jon Giltner	David Normann	Green	1/1/16	70%	IP	IP	IP
In Progress	2 - High	PetaLibrary 2	L	Strategic Project	Standard Project	Thomas Hauser	Ari Harrison	Green	4/18/17	40%	No	No	No
In Progress	2 - High	RC Supercomputer Implementation	XL	Enterprise Project	Standard Project	Thomas Hauser	David Normann	Green	7/4/15	95%	Yes	Yes	No
In Progress	2 - High	Course Listing Management and D2L Provisioning - Phase 2	L	Strategic Project	Standard Project	Jon Giltner	James Fudge	Green	8/25/16	99%	Yes	Yes	NA
In Progress	2 - High	LMS Migration and Implementation Project	XL	Strategic Project	Standard Project	Marin Stanek	James Fudge	Green	7/16/17	10%	IP	IP	No
In Progress	2 - High	Applicant Tracking System (Avature) Implementation	L	Strategic Project	Standard Project	Jon Giltner	Jonathan Tarr	Green	7/20/17	14%	Yes	Yes	IP
In Progress	2 - High	MyTime Phase 2	L	Strategic Project	Standard Project	Jenn Nebergall	Melinda Easter	Green	9/16/16	40%	IP	IP	NA
In Progress	2 - High	Slate Admissions Implementation	XL	Enterprise Project	Standard Project	Jon Giltner	Robin Swift	Green	8/10/16	90%	Yes	Yes	NA
In Progress	2 - High	Unified Student Experience	XL	Enterprise Project	Standard Project	Larry Levine	Robin Swift	Green	2/28/17	20%	IP	IP	No
In Progress	2 - High	WWW Infrastructure 3.0	L	Strategic Project	Standard Project	Orrie Gartner	Robin Swift	Green	8/19/16	43%	IP	IP	No

Extreme Priority Projects

					<u>.</u>		Next Prod
#	Project Name		Project Description	Customer Benefit	Start	%	Date
1 -	Student Print	Ari Harrison	This project will be to replace the current student	Better uptime/efficiencies	6/27/17	92%	8/18/2017
Extreme	Stations		printing solution of Xerox printers and multi-function	Payment methods increased			printers will be
			devices throughout campus. The new solution will be	Printing methods increased			in production
			a print station/kiosk model offering a more modern	OIT expenses are removed			
			and user-friendly experience. The vendor that has				
			been selected is WEPA (www.wepanow.com) and will				
			provide 50 (possibly up to 60) smart stations at no				
			cost to the university. Since this is a no cost model				
			and no charges will be paid to the vendor up front, an				
			RFP and/or purchase process is not necessary. The				
			only costs incurred will be for CBORD				
			implementation, other minor install charges (potential				
			jack activations or installs, power drops, etc.) and per				
			print charges to students (OIT will receive a portion of				
			this revenue).				
			uns revenue).				
1-	Oracle Identity	David	This phase will focus on moving	OIT benefits from a reduction in risk of running	1/1/16	70%	Project subset
Extreme	Management -	Normann	directory.colorado.edu to the Oracle Unified Directory		171710	1070	#2 completion:
LAUGING	Phase 2	Hommann	(OUD) infrastructure and removing barriers to turning				"2 completion.
	1 11000 2			OIT benefits from an opportunity to improve process			
1			address service items needed to support the directory				
			move.	supported systems.			
			move.	supported systems.			

#	Project Name	Manager	Project Description	Customer Benefit	Start	%	Next Prod Date
2 - High	PetaLibrary 2		University of Colorado Boulder (CU Boulder) Research Computing (RC) operates and maintains the PetaLibrary research data storage infrastructure and service. The infrastructure supporting this service will become unsupported during FY18. We need to either refresh platform support or purchase a new, redesigned and improved infrastructure.	Ability to continue storing research data beyond FY18 Ability to manage rich metadata in some or all of the system Ability to access some or all PetaLibrary storage from desktop clients	4/18/17	40%	
	RC Supercomputer Implementation		The University of Colorado Boulder (CU-Boulder) and Colorado State University (CSU) will deploy a cluster supercomputer for the Rocky Mountain Advanced Computing Consortium (RMACC). The system integrates nodes populated with Intel's conventional multicore Xeon processors and Many-Integrated-Core (MIC) "Knights Landing" Phi processors interconnected by Intel's new Omni-Path networking technology. This project funding is provided by the National Science Foundation.	community	7/4/15	95%	Construction complete: 9/15/17
	LMS Migration and Implementation Project		This project will manage the migration from the Desire2Learn (D2L) learning management system (LMS) to the Canvas LMS, as well as the design and implementation of the Canvas service. It will include: course migration, the configuration of the Canvas platform, the development required for the integration of custom developed applications, establishing the Canvas training and support model, communication and documentation, IT security review, and the retirement of the D2L service.	Students have expressed frustration with the variety of LMSs used across their courses. Some faculty have selected tools other than Desire2Learn, due to concerns about its ease-of-use, reliability, and performance. During the LMS Evaluation and Selection Project, Canvas was selected over other suppliers, primarily due to its ease-of-use. Migrating to Canvas should improve faculty's user experience, and result in increased adoption of the centrally supported LMS. If more faculty adopt Canvas, students will have a more consistent experience.	7/16/17	10%	9/28/2017

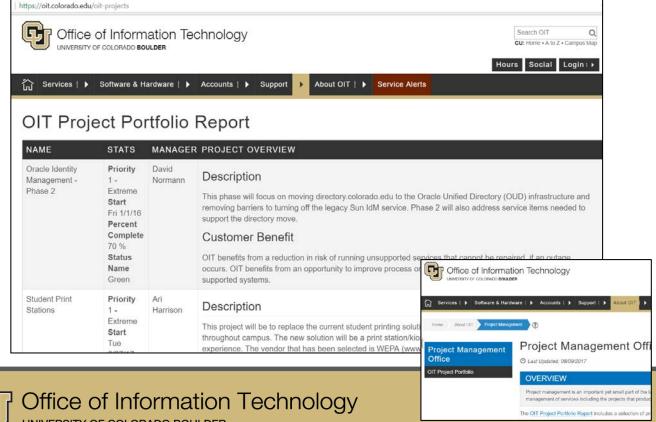
#	Project Name	Manager	Project Description	Customer Benefit	Start	%	Next Prod Date
	Course Listing Management and D2L Provisioning - Phase 2	· ·	Create automated provisioning processes for courses, users and memberships into Desire2Learn and decommission existing "provisional provisioning" system.	Provisioning of courses with correct section & cross listing assignments is streamlined w/ consistent turnaround times and minimal manual intervention. Users are automatically provisioned into DesireZLearn and enrolled in courses with correct roles per business requirements. Existing, unsupportable, Unidata based provisioning can be turned off.	8/25/16	99%	August 8, 2017
2 - High	Applicant Tracking System (Avature) Implementation	Tarr	The Applicant Tracking System implementation project will deploy the ATS solution selected via the RFP/RFDQ resulting from the ATS Selection project. The new ATS system will ultimately replace the current CU Careers (Taleo) system for the Boulder campus.	Ability to efficiently recruit and hire faculty and staff using a competent tracking and workflow system without having to come up with work-arounds or out-of-band solutions for typical hiring processes. Candidates have a positive experience applying for CU jobs and working through the selection process. Reduced compliance risk through greater adherence to OFCCP and other state/federal regulations. The current solution is marginally adequate. Improved data collection and reporting to support decision making and strategic/advancement initiatives. The current solution does not produce good and measureable data to satisfy this need.	7/20/17	14%	
2 - High	MyTime Phase 2	Melinda Easter	The previous OIT time reporting tool implementation project was cancelled as a result of accessibility and usability concerns. The next phase of the project will revisit and confirm the requirements for the tool gathered in the previous 2 project phases and explore whether ServiceNow can meet those requirements. If ServiceNow is not selected, then Salesforec.com will be evaluated. If neither of these existing tools are deemed sufficient, then OIT will consider creating a new tool in house or consider another RFP.		9/16/16	40%	October 2017

# Pi	Project Name	Manager	Project Description	Customer Benefit	Start	%	Next Prod Date
	nified Student xperience		the Graduate School. The intent of this project is to take the highly fragmented and siloed digital landscape that we present to students today, and transform it into a seamless, comprehensive online experience, supported by policy, guidelines, governance structure, and live interactive human resources.	Greatly consolidated and simplified online experience for students Increase retention, revenue, reputation Simplified portal (less customization) reduces support by UIS Develop and foster relationships between multiple business units within CU Boulder that have historically operated in "silos" Facilitate implementation of accessibility policy by focusing on ease of use for all students, including those with disabilities Reduce reliance on delivered PeopleSoft functionality and interfaces, providing options for tailoring an experience where justified	2/28/17	20%	See above

# Project Name Mana	ager Project Description	Customer Benefit	Start	%	Next Prod Date
	Swift • The admissions operations for graduate students, undergraduates, Leeds School of Business (Leeds) graduate programs, and Continuing Education (CE) currently rely on a variety of solutions to manage the process of receiving applications, evaluating them, and communicating with students. Those solutions include: o Online Admissions Offering (OAO), a piece of	Consolidation on a single solution across multiple business offices An application intake process that is modern and fully supported by the vendor Empowering departments to manage their own evaluation processes Improved usability for students and evaluators Increased browser compatibility	8/10/16	90%	see milestone above

							Next Prod
#	Project Name	Manager	Project Description	Customer Benefit	Start	%	Date
2 - High	www	Robin Swift	The Web Express offering has continued to expand	Lays foundation for ability to provide DR capabilities	8/19/16	43%	see schedule
	Infrastructure			for the Web Express service			above
	3.0		design is ready for a refresh in both infrastructure and	Lays foundation for Strategic Relations to upgrade			
			software stack to meet customer demands. The	Web Express to Drupal 8 allowing the service to take			
			infrastructure for Web Express will be upgraded to	advantage of performance and feature improvements			
			leverage the OIT Private Cloud in either a container orlin the software.				
			VM based architecture. This will allow for the	Additional requested features from customers are			
			software platform will be upgraded to Drupal 8 which	able to be installed and supported when newer			
			will be Phase II of the project. Phase II may begin	versions of the "web stack" are available, including			
			halfway through this project.	updates to PHP and MySQL.			
				, ,			

OIT Website – Project Status



UNIVERSITY OF COLORADO BOULDER

Questions?



Desire2learn to Canvas Migration Project

James Fudge

Senior Project Manager

CCITP Presentation



How Did We Get Here?

Fall 2016: Evaluation Planning

- Gathered requirements and feedback from faculty, students, staff and LMS administrators
- Established evaluation criteria: User Experience Design, Software and Technical, Training & Support, Security & Compliance, and Company Qualifications

Spring 2017: Evaluation & Selection

- Evaluated RFPs (5 suppliers)
- In-depth supplier and platform evaluation (3 suppliers)
- Selected Canvas by Instructure

Summer 2017: Procurement Contracted with Canvas by Instructure via Internet2



Why Canvas?

- Ease of use and intuitiveness
- Mobile friendliness
- Publically available access to system performance reports
- Open-core architecture allowing flexibility and interoperability with outside tools

Desire2Learn to Canvas Migration Project

Purpose

 Manage the migration from D2L to Canvas, as well as the design and implementation of the Canvas service.

Benefits

- Improve faculty's user experience.
- Increase adoption of the centrally supported LMS.
- Provide students with a more consistent experience.

Guiding Principles

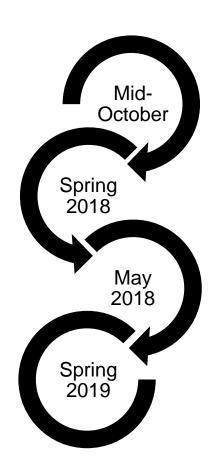
- Faculty, we heard you and will continue to engage you in decision making during this change.
- Moving to a new LMS is going to be difficult for faculty and students. We will seek to understand these difficulties and put scaffolds in place to support them through this change.
- We will continue to provide a high level of service for D2L, without adding disruption.
- We will provide the best Canvas service to faculty from day one.



Academic Technology Advisory Group

- Make recommendations
- Provide information
- Advise on communication to the campus
- Share information within their departments, colleges, and schools

Project Milestones



- Faculty can begin creating their Canvas courses
- Students can access their Canvas courses
- Integration between Canvas and Registrar's Web-Grading Tool available
- Last semester on Desire2Learn

Next Steps

- Additional communication to the campus
- Canvas Open Talks in UMC 247
 - Tuesday, September 12 from 9:00 a.m. 10:00 a.m.
 - Wednesday, September 13 from 1:00 p.m. 2:00 p.m.

Contact Us

- Desire2Learn to Canvas Migration website http://www.colorado.edu/lms/
- James Fudge james.fudge@colorado.edu

How do we engage

