

# MEETING SUMMARY

<b>PURPOSE</b>	<b>Project Status Review Meeting #42</b>
<b>DATE</b>	Thursday, March 11, 2010
<b>TIME</b>	9:00AM – 10:30AM
<b>LOCATION</b>	219 HB
<b>PARTICIPANTS</b>	Blair Montgomery, Rick Porto, Maria Rose, Dave Tamm, Dan Gockley, Erica Harvey, Andy Raisovich, Steve Shala, and Peter Wilkins
<p><b>NOTE:</b> A copy of the meeting agenda and handouts distributed to participants is appended to this summary report. This information is also posted on the institution's website, under the Information Technology page at the following link:  <a href="http://www.fairmontstate.edu/IT/PMO/ProjectStatusReviews.asp">http://www.fairmontstate.edu/IT/PMO/ProjectStatusReviews.asp</a></p>	
<b>SUMMARY OF MAJOR PROJECTS</b>	Peter reviewed the items that were distributed to attendees with the meeting handout package. The <b>Project Summary Report (Dashboard)</b> shows seven active projects. The group also browsed the <b>Major Project Summary Gantt Chart</b> , and noted activity variations against the baseline schedules for the two projects highlighted in yellow.
<b>PROJECT STATUS REPORT UPDATES</b>	<p><b>Banner CAPP Implementation</b> – Rollout to students is expected March 23<sup>rd</sup>, following sign-off by faculty representatives. Training for students will begin at that time and extend through April 13<sup>th</sup> marking project completion.</p> <p><b>Online Application Redesign</b> – The undergraduate decision tree is complete and is undergoing final testing. Andy explained that the application has been engineered with a view to conforming the “look and feel” of FELiX to the institutions’ web sites. Project completion is expected on March 23<sup>rd</sup>.</p> <p><b>MAP-Works Implementation</b> – Erica reported that the project remains on-schedule. A mid-project progress was reported to HEPC for the three pilot institutions on February 18<sup>th</sup>. Fairmont/Pierpont</p>

information was compiled from the project team and sent in the same format used by the other two institutions. The result is that the pilot funding will be continued at a somewhat lower level of support from HEPC and offered to all of the baccalaureate state institutions. Both institutions have indicated that they plan to continue with MAP-Works this fall. A decision now needs to be made about whether or not to include sophomore students as well as the first-year students. Large amounts of data have been collected and analyzed to some extent. Now it is time to take action based on that data.

**Banner Workflow** – Andy stated that work has been done to develop content to be sent to applicants as the scope of the project has been expanded to include not just online applicants, but also applicants that submit paper applications. He explained delays in progress due to scope expansion and to accommodate transition of sponsorship to new Enrollment Services VP.

**Automated Decision Rules** – The scope of this project has been redefined. Design specifications have been developed and work will begin shortly. It is expected to be completed prior to the arrival of the SunGard consultant the week of March 29th. Testing is expected to occur during the month of April with an implementation estimated for June 1st.

**Housing Information System** – Dan reported that after an initial delay, the RFP content has been completed and submitted to the Procurement office for distribution. The RFP process will highlight the targeted Go Live date for vendors to determine if the desired timetable remains viable. At this point, the plan is to maintain the original projected completion date for the project. The development phase of the project will be a critical time for recovery.

**Data Center- IBM Chassis/Blade Replacement and SAN Storage** – Steve stated that an RFB was created, posted and bid awarded, and most of the hardware has arrived and is physically installed. The new production blade center is operational and migration to it is in progress. We are awaiting IBM Direct to sign a WV 96 from or negotiate another contract with the state. This is not currently affecting our migration schedule but could if this delay continues several more weeks. Our migration to the new hardware is currently on schedule and we do not expect to see any major disruptions to our campus community.

<p><b>PENDING PROJECTS</b></p>	<p>The group briefly reviewed the initiatives that are identified as pending, and are awaiting publication and approval of their charters.</p> <p>Blair inquired about the status of the Non-Credit Online Education Registration-Stage 2 initiative. Andy responded that discussions had taken place with Dale Bradley and CWE staff concerning internal development versus commercially available alternatives. He noted that WVU was pursuing the commercial alternative. We will be reviewing their progress to help determine our movement from the “status quo”.</p> <p>Steve explained that Cisco’s support certification has not yet been confirmed and was needed before we can move forward with Virtualization of Phone System. That project is likely to emerge during the summer, along with the Exchange 2007 Upgrade.</p> <p>Rick reviewed the student-related projects that remain in queue as he is transitioning away from his oversight of the Enrollment Services area. He emphasized the importance of “doing it right” as we pursue the Scanning tied to Workflow, Online Application for Graduate Programs, Competitive Program Online Application, and Recruiter Goals and Tracking initiatives.</p>
<p><b>NEW BUSINESS</b></p>	<p>Rick also expressed the expectation that we transition sponsorship responsibility for the enrollment-related projects to the new Enrollment Services VP, Ben Johnson, who is slated to start March 15<sup>th</sup>. Dave agreed to arrange an introductory briefing to help bring him on-board.</p>
<p><b>NEXT MEETING</b></p>	<p>Date: Friday, April 30, 2010  Time: 11:00AM – 12:30PM  Location: 219 HB</p>

# MEETING AGENDA

Subject: **Project Status Review #42**

Date: Thursday, March 11, 2010

Time: 9:00AM – 10:30AM

Location: 219 HB

## **Project Summary Information:**

- Project Summary Report – Dashboard
- Major Project Overview – Summary Gantt Chart

## **Project Status Report Updates:**

- Banner CAPP Implementation
- Online Application Redesign
- MAP-Works Implementation
- Banner Workflow
- Automated Decision Rules
- Housing Information System
- Data Center - IBM Chassis/Blade Replacement and SAN Storage Expansion

## **Pending Projects:**

- Scanning tied to Workflow
- Content Management System Upgrade (Drupal 6.x)
- Non-Credit Online Education Registration-Stage 2
- Virtualization of Phone System
- Exchange 2007 Upgrade
- Online Application for Graduate Programs
- Competitive Program Online Application
- Banner Articulation
- Recruiter Goals and Tracking
- VMS Platform Retirement-Phase 2

## **New Business**

## **Schedule Next Meeting**

## **Adjourn**

# PROJECT SUMMARY REPORT

Project Name	Project Identifier	Project Sponsor	Project Manager	Project Status	Status	Start Date	Approval Date	Completion Date	
								Estimate	Actual
Banner CAPP Implementation	070226-01	Maria Rose	Neil Tennant	ACTIVE		Mar-07	Feb-07	Apr-10	
Online Application Redesign	090717-01	Rick Porto	Andy Raisovich	ACTIVE		Jul-09	Jul-09	Mar-10	
MAP-Works Implementation	090727-01	Maria Rose	Erica Harvey	ACTIVE		Jul-09	Jul-09	Jun-10	
Banner Workflow	090910-01	Rick Porto	Andy Raisovich	ACTIVE		Sep-09	Sep-09	Apr-10	
Automated Decision Rules	091103-01	Rick Porto	Evie Brantmayer	ACTIVE		Nov-09	Nov-09	Jun-10	
Housing Information System	100115-01	Rick Porto	Dan Gockley	APPROVED		Feb-10	Feb-10	Sep-10	
Data Center-IBM Chassis/Blade Replacement & SAN Storage	100129-01	Dave Tamm	Steve Shala	APPROVED		Nov-09	Jan-10	Jun-10	
Scanning tied to Workflow	TBD	Rick Porto	Andy Raisovich	PENDING					
Content Management System Upgrade (Drupal 6.x)	TBD	Dave Tamm	Shane Jordan	PENDING					
Non-Credit Online Education Registration-Stage 2	TBD	Rick Porto	Andy Raisovich	PENDING					
Virtualization of Phone System	TBD	Dave Tamm	Steve Shala	PENDING					
Exchange 2007 Upgrade	TBD	Dave Tamm	Steve Shala	PENDING					
Online Application for Graduate Programs	TBD	Rick Porto	Andy Raisovich	PENDING					
Competitive Program Online Application	TBD	Rick Porto	Andy Raisovich	PENDING					
BANNER Articulation	TBD	Rick Porto	Andy Raisovich	PENDING					
Recruiter Goals and Tracking	TBD	Rick Porto	Andy Raisovich	PENDING					
VMS Platform Retirement-Phase 2	TBD	Dave Tamm	Andy Raisovich	PENDING					

ID	Task Name	Start	Finish	2H09												1H10			2H10		
				Qtr 3			Qtr 4			Qtr 1			Qtr 2			Qtr 3					
				J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S		
1	<b>Banner CAPP Implementation</b>	<b>Thu 3/1/07</b>	<b>Tue 4/13/10</b>																		
2	✓ Project Activation and Start-up	Thu 3/1/07	Wed 3/14/07																		
3	✓ Software Cleansing	Mon 3/5/07	Mon 4/2/07																		
4	✓ Catalog Refinement	Wed 4/4/07	Tue 6/12/07																		
5	✓ Program Areas, Groups, Controls and Tables	Mon 5/21/07	Mon 7/23/07																		
6	✓ Project Team Training (SCT On-Site)	Tue 7/24/07	Thu 7/26/07																		
7	✓ Catalog Programming (SCT)	Mon 7/30/07	Fri 12/14/07																		
8	✓ End User Staff Training (SCT On-Site)	Fri 11/30/07	Fri 11/30/07																		
9	✓ Implementation Testing (A)	Mon 10/1/07	Wed 1/2/08																		
10	✓ <b>DELAY-RESOURCES-PRIORITY</b>	Thu 1/3/08	Fri 5/30/08																		
11	<b>Implementation Testing (B)</b>	<b>Sun 6/1/08</b>	<b>Tue 4/13/10</b>																		
12	✓ Roll out PC&TC programs to advisors	Sun 6/1/08	Wed 10/15/08																		
13	✓ Roll out FSU program to advisors	Thu 10/16/08	Thu 4/9/09																		
14	<b>Roll out all programs for student use</b>	<b>Fri 4/10/09</b>	<b>Tue 4/13/10</b>																		
15	✓ Initial preparation and testing	Fri 4/10/09	Wed 8/12/09																		
16	✓ Enter the new 09-10 catalog	Mon 7/13/09	Mon 8/31/09																		
17	✓ Remove restrictions and open the product to all fac	Thu 8/13/09	Mon 8/17/09																		
18	📅 Faculty and advisor testing	Tue 8/18/09	Sun 3/21/10																		
19	📅 Faculty and advisor sign-off	Mon 3/22/10	Mon 3/22/10																		
20	📅 Faculty/advisor collaborative use with students	Mon 10/19/09	Sun 3/21/10																		
21	📅 Provide training sessions for students	Tue 3/23/10	Tue 4/13/10																		
22	📅 Production release for student use	Tue 3/23/10	Tue 3/23/10																		
23																					
24	<b>Online Application Redesign</b>	<b>Mon 7/6/09</b>	<b>Tue 3/23/10</b>																		
25	✓ Develop list of needed application types	Mon 7/6/09	Thu 7/9/09																		
26	✓ Create blocks and questions for each application type	Wed 7/15/09	Tue 7/28/09																		

Project: Major Project Overview Date: Wed 3/10/10 Page 1	Task		Rolled Up Task		Progress	
	Progress		Rolled Up Milestone		Baseline	
	Baseline		Baseline Summary		Milestone	
	Milestone		Rolled Up Baseline		Baseline Milestone	
	Baseline Milestone		Rolled Up Baseline Milestone		Summary	
	Summary		Rolled Up ProgTask		Rolled Up Task	

ID	Task Name	Start	Finish	2H09							1H10			2H10					
				Qtr 3			Qtr 4				Qtr 1			Qtr 2			Qtr 3		
				J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S
27	Finalize decision tree	Mon 7/6/09	Tue 7/21/09																
28	Prepare and Review Presentation for Online Applications	Wed 7/22/09	Sun 9/27/09																
29	Present Prototype of Online Applications	Mon 9/28/09	Mon 9/28/09																
30	<b>UNDERGRADUATE PROGRAMS</b>	<b>Tue 9/29/09</b>	<b>Tue 3/23/10</b>																
31	Develop Decision Tree programs	Tue 9/29/09	Mon 12/14/09																
32	Application Development	Mon 12/14/09	Fri 3/5/10																
33	Tailor application questions in Banner	Mon 10/26/09	Fri 3/5/10																
34	Demonstration to CCB	Mon 3/8/10	Mon 3/8/10																
35	Testing by Enrollment Services	Wed 3/10/10	Mon 3/22/10																
36	Production Go-Live	Tue 3/23/10	Tue 3/23/10																
37																			
38	<b>MAP-Works Implementation</b>	<b>Wed 7/1/09</b>	<b>Wed 6/30/10</b>																
39	License software	Wed 7/1/09	Thu 8/13/09																
40	IT Collaboration with EBI staff to automate data loads	Wed 7/29/09	Wed 6/30/10																
41	Initial load of faculty/staff users	Wed 7/29/09	Mon 8/17/09																
42	Initial load of freshman students and demographic information	Thu 7/2/09	Thu 9/3/09																
43	IRB and Registrar approvals	Wed 8/19/09	Wed 8/19/09																
44	Complete initial system configuration and customization	Tue 7/28/09	Tue 9/8/09																
45	Define additional configuration requirements	Tue 9/15/09	Thu 10/15/09																
46	Complete final system configuration and customization	Fri 10/16/09	Tue 12/15/09																
47	Define and communicate expectations for intervention effort	Wed 7/1/09	Fri 10/30/09																
48	Design survey	Mon 7/13/09	Fri 9/4/09																
49	Marketing plan implementation	Tue 7/21/09	Wed 9/30/09																
50	Train faculty/staff	Mon 8/17/09	Fri 10/30/09																
51	Deploy student survey	Tue 9/8/09	Fri 9/18/09																
52	Decision about follow-up survey and marketing	Thu 10/1/09	Mon 10/19/09																

Project: Major Project Overview Date: Wed 3/10/10 Page 2	Task		Rolled Up Task		Progress	
	Progress		Rolled Up Milestone		Baseline	
	Baseline		Baseline Summary		Milestone	
	Milestone		Rolled Up Baseline		Baseline Milestone	
	Baseline Milestone		Rolled Up Baseline Milestone		Summary	
	Summary		Rolled Up ProgTask		Rolled Up Task	





# PROJECT STATUS REPORT

<b>Project ID</b>	070226-01	<b>Date</b>	3/10/10
<b>Project Name</b>	Banner CAPP Implementation		
<b>Project Description</b>	<p>This project is intended to provide a consistent and reliable advising and auditing tool to be utilized by students, faculty, and staff. It is the critical nature of our business to provide information which will allow the progression of students to fulfill degree requirements for the Community College, University and Graduate programs. This project is a re-implementation of Banner CAPP under the Student module after restructuring data under a separate project. The final intent is to allow the tracking of students toward degree completions and the ability of students, faculty, and staff to analyze/audit degree compliance.</p>		
<b>Project Sponsor</b>	Maria Rose		
<b>Project Manager</b>	Neil Tennant		
<b>Progress and Accomplishments</b>	<ol style="list-style-type: none"> <li>1. David has customized the CAPP help screens in Felix.</li> <li>2. Training for students will begin on 3/23/10.</li> <li>3. Training is scheduled for the MMA lab in the library for: <ul style="list-style-type: none"> <li>• 3/23/10 at 10:00</li> <li>• 3/25/10 at 12:30</li> <li>• 3/31/10 at 9:00</li> <li>• 4/5/10 at 1:30</li> <li>• 4/13/10 at 11:00</li> </ul> </li> </ol>		
<b>Schedule Variances</b>	Rollout to students will be 3/23/10.		
<b>Issues or Risks</b>			
<b>Project Outlook (Estimate To Complete)</b>	With student training sessions scheduled, we should certainly be able to complete this project this month.		

# PROJECT STATUS REPORT

<b>Project ID</b>	090717-01	<b>Date</b>	3/9/10
<b>Project Name</b>	Online Application Redesign		
<b>Project Description</b>	<p>Redesign the application process to direct students to the appropriate application, which will allow us to customize applications based on student type. This will include all student and admit types for both the University and Pierpont applications for undergraduates, with the exception of competitive applications.</p> <p>Create new graduate online application based on the current paper application. Graduate students will be directed to the appropriate application based on their student and admit types.</p> <p>We will also analyze the application questions to determine if any can be eliminated and if any can be worded to avoid free-form answers and reduce possible data entry errors and processing time.</p>		
<b>Project Sponsor</b>	Rick Porto		
<b>Project Manager</b>	Andy Raisovich		
<b>Progress and Accomplishments</b>	<p>Questions associated with each application have been adjusted to be tailored to each application type where necessary.</p> <p>The undergraduate decision tree is complete and is undergoing final testing starting 3/9/2010.</p> <p>Demonstration of a “beautified” version of the application, with a view to extending a lot of the “look and feel” banner work to the rest of FELiX, has been done by Shane and is ongoing. This work, using jQuery, should allow FELiX to look significantly more like the main FSU/PCTC websites than was previously possible. His work is being done in line with, and in anticipation of a release of, Banner WebTailor that includes jQuery as a usable Javascript library.</p>		
<b>Schedule Variances</b>	Project stretched by one day to completion on 3/23/2010 to accommodate a demonstration and one day late delivery of testing link to ES.		

<b>Issues or Risks</b>	None.
<b>Project Outlook (Estimate To Complete)</b>	Looks good to roll to production on 3/23/2010.

# PROJECT STATUS REPORT

<b>Project ID</b>	090727-01	<b>Date</b>	3/10/10
<b>Project Name</b>	MAP-Works Implementation		
<b>Project Description</b>	<p>Fairmont State University and Pierpont Community &amp; Technical College will participate in an HEPC-sponsored pilot of MAP-Works retention software from Educational Benchmarking, Inc. The software will be configured, student data will be loaded from Banner and other sources, surveys will be deployed to students, and survey results will be combined with demographic data to identify students at most risk and to support cross-campus efforts to provide support for at-risk students.</p>		
<b>Project Sponsor</b>	Maria Rose		
<b>Project Manager</b>	Erica Harvey		
<b>Progress and Accomplishments</b>	<p>Mid-project progress was reported to HEPC for the three pilot institutions by Mary Beth Reynolds, chair of the West Virginia Higher Education Assessment Council, in a letter to Bruce Flack on 1/19/10. Fairmont/Pierpont information was compiled from the project team and sent to Mary Beth in the same format used by the other two institutions. Mary Beth presented additional compiled mid-project information to HEPC at their meeting on 2/18/10. The result is that the pilot funding will be continued at a somewhat lower level of support from HEPC and offered to all of the baccalaureate state institutions.</p> <p>We piloted a spring transition survey. The survey was deployed on Feb. 8 and the deadline was extended till Feb. 23 to accommodate bad weather and cancelled classes. This spring survey had a 23% response rate, similar to the fall check-up survey, and considerably below the 65% response rate for the fall transition survey.</p> <p>The streamlined query process used to pull data from Banner worked well for setting up this survey and for loading retention and academic success outcomes from last fall.</p> <p>The survey is a useful predictor of non-retention risk. Approximately 250 out of 1372 initially-loaded first-year students from last fall are no longer enrolled this spring. Ten percent of fall survey respondents are no longer enrolled, while 30% of</p>		

	<p>students who did NOT respond to the fall survey are no longer enrolled. Similarly, for the combination of all West Virginia pilot institutions, only about 5% of respondents flagged as “low-risk” did not return for spring, while about 20% of respondents flagged as “high-risk” did not return.</p> <p>Our basic usage demographics and benefits/results from using the MAP-Works system were shared with MAP-Works for inclusion in their publicity materials.</p> <p>Data analysis training sessions have produced some results; the data are under examination in PC&amp;TC for possible use in helping the institution become part of “Achieving the Dream.”</p>
<p><b>Schedule Variances</b></p>	<p>None.</p>
<p><b>Issues or Risks</b></p>	<p>Both institutions have indicated that they plan to continue with MAP-Works this fall.</p> <p>A decision now needs to be made about whether or not to include sophomore students as well as the first-year students.</p> <p>Follow-up with students based on their survey results has been minimal again this spring. The main reason for this seems to be that it isn’t anyone’s job already. Leadership is needed to make specific people accountable for:</p> <ul style="list-style-type: none"> <li>• ensuring that appropriate contact is made with each at-risk student</li> <li>• requesting training when needed</li> <li>• reporting on results</li> </ul> <p>Large amounts of data have been collected and analyzed to some extent. Now it is time to take action based on that data. Again, leadership is needed to start that process, nurture it, move it forward, and request reports on actions taken.</p>
<p><b>Project Outlook (Estimate To Complete)</b></p>	<p>This project is on schedule overall.</p>

# PROJECT STATUS REPORT

<b>Project ID</b>	090910-01	<b>Date</b>	3/9/10
<b>Project Name</b>	Banner Workflow		
<b>Project Description</b>	To install and configure Banner Workflow. Develop a single workflow to provide faster feedback to applicants based on self-reported data. Set the stage for determining whether outside workflow consulting services should be engaged for future process reengineering advice in Enrollment Services.		
<b>Project Sponsor</b>	Rick Porto		
<b>Project Manager</b>	Andy Raisovich		
<b>Progress and Accomplishments</b>	Work has been done to develop content to be sent to applicants. However, the scope of the project has been expanded to include not just online applicants, but also applicants that submit paper applications and give us enough information (i.e., an email address) to which we can send an acknowledgment. Development of that process, which is different from the triggered behavior that was previously designed, is ongoing.		
<b>Schedule Variances</b>	Delays in progress due to scope expansion and to accommodate transition of sponsorship to new Enrollment Services VP.		
<b>Issues or Risks</b>	New sponsorship could launch this project in new directions, one of which may or may not include the desire to gather unofficial GPAs and test scores on applications to be used to make "on-the-spot" decisions for some applicants, and to make "conditional" decisions. Tailoring responses to the institution to which the applicant has applied has also been suggested. This feature, if elected, could require changes to the event design in Banner and workflow coding in the Workflow product.		
<b>Project Outlook (Estimate To Complete)</b>	Uncertain, until the new project sponsor has time to familiarize himself with the project and decide on current or new direction. A two-week placeholder has been put on the project timeline to represent this. Dates and milestones following that placeholder may change radically.		

# PROJECT STATUS REPORT

<b>Project ID</b>	091103-01	<b>Date</b>	3/9/10
<b>Project Name</b>	Automated Decision Rules		
<b>Project Description</b>	To design a process that will assign the appropriate decision code to applicants in Banner and produce specified reports.		
<b>Project Sponsor</b>	Rick Porto		
<b>Project Manager</b>	Evie Brantmayer		
<b>Progress and Accomplishments</b>	<p>Project scope has been redefined and we are creating our own process.</p> <p>Specs have been given to IT and work will begin shortly and is expected to be completed prior to the arrival of the SunGard consultant the week of March 29<sup>th</sup>.</p> <p>Testing is now scheduled for the month of April with an implementation estimated for June 1<sup>st</sup>.</p>		
<b>Schedule Variances</b>	The target for completion has been rescheduled due to changes outlined above.		
<b>Issues or Risks</b>	The project completion date will be tied to Workflow implementation and may be changed because of it.		
<b>Project Outlook (Estimate To Complete)</b>	Estimated completion is now 6/1/10.		

# PROJECT STATUS REPORT

<b>Project ID</b>	100115-01	<b>Date</b>	3/10/10
<b>Project Name</b>	Housing Information System		
<b>Project Description</b>	Complete an RFP for a supplemental housing software solution that interfaces with our campus Student Information System. Implement the software solution for complete utilization during the 2011-2012 recruiting cycle that begins in September 2010.		
<b>Project Sponsor</b>	Rick Porto		
<b>Project Manager</b>	Dan Gockley		
<b>Progress and Accomplishments</b>	The RFP content has been completed and submitted to the Procurement office for distribution. The project schedule has been updated to address the initial delay.		
<b>Schedule Variances</b>	Delays in the development of the RFP required adjustments to the schedule for distributing and evaluating the RFP. Issuing the purchase order and initiating the development phase will begin immediately following the identification of the successful vendor. The RFP process will highlight the targeted Go Live date for vendors to determine if the desired timetable remains viable.		
<b>Issues or Risks</b>	The main issue at this point is successfully navigating the RFP review process on schedule. Focus will be on coordinating all the offices involved to remain on schedule. The first key step is distributing the RFP as quickly as possible to potential vendors.		
<b>Project Outlook (Estimate To Complete)</b>	At this point, the plan is to maintain the original projected completion date for the project. The development phase of the project will be a critical time for recovery.		

# PROJECT STATUS REPORT

<b>Project ID</b>	100129-01	<b>Date</b>	3/9/10
<b>Project Name</b>	Data Center - IBM Chassis/Blade Replacement and SAN Storage Expansion		
<b>Project Description</b>	<ol style="list-style-type: none"> <li>1. Replace aging IBM hardware with new equipment and add a redundant blade center for our web services network.</li> <li>2. Add storage capacity to our existing IBM SAN to maximize its useful lifespan until its replacement in the next two years.</li> </ol>		
<b>Project Sponsor</b>	Dave Tamm		
<b>Project Manager</b>	Steve Shala		
<b>Progress and Accomplishments</b>	<p>RFB was created, posted and bid awarded which provided a significant discount over initial vendor quotes. This permitted us to purchase all the necessary hardware this fiscal year allowing for a complete upgrade of all older systems.</p> <p>Most hardware has arrived and is physically installed. Still waiting for a fiber switch license expansion to connect the second blade center to our SAN.</p> <p>All additional SAN drives have been installed and are available for use.</p> <p>New production blade center is operational and migration to it is in progress. Because of total available ESX licenses we need to migrate one blade at a time. The majority of the virtual servers in the old BC1 will be moved to the new hardware in BC5 by March 14<sup>th</sup>.</p>		
<b>Schedule Variances</b>	<p>The fiber switch license expansion was not part of the initial RFB process. We are awaiting IBM Direct to sign a WV 96 from or negotiate another contract with the state before we can submit the order. This is not currently affecting our migration schedule but could if this delay continues several more weeks.</p>		

<b>Issues or Risks</b>	<p>We discovered an issue when a new blade is powered on it can cause a brief network outage for several locations on campus. We stopped deployment while we opened a case with Cisco to look into this issue. We now have a workaround process that allows us to continue to move forward without causing any network outages while we continue to work with Cisco to find the cause of this issue.</p>
<b>Project Outlook (Estimate To Complete)</b>	<p>Our migration to the new hardware is currently on schedule and we do not expect to see any major disruptions to our campus community. The new hardware with its increased processing power and memory is allowing us to improve performance for many critical IT services.</p>