

**485 ADMIN: Career Development Program**

Execute & Control

Last Updated

7/20/11 4:24:53 PM

Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
Develop and implement strategy allowing IS&T to recruit, develop, and retain key talent.		
Core Team		
Project Manager	Project Sponsor	
Steve Filipiak	Marilyn Smith / Alison Alden	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
Admin	AS, ES, DM, SE, CS, OI, Admin	
Key Dates		
	Original	Revised
Start Date	9/1/10	1/3/11
End Date	6/30/11	12/17/12

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Document Current State	1/3/11	2/22/11	2/22/11	Completed
2	Develop Draft Job Families	4/25/11	5/26/11	5/26/11	Completed
3	Create PM And BA Job Family Matrices	7/22/11	9/15/11		Overdue
4	Map Employees To PM And BA Job Families	9/30/11	11/15/11		Not Started
5	Create Remaining Job Family Matrices	11/15/11	5/16/12		Not Started
6	Map Employees To Remaining Job Families And Levels	6/15/12	8/15/12		Not Started
7	Create Career Paths For PM And BA	11/15/11	2/15/12		Not Started
8	Roll Out PM And BA Career Paths	3/15/12	5/31/12		Not Started
9	Create Career Paths For Remaining Job Families	10/15/12	12/17/12		Not Started
10	Roll Out Remaining Career Paths	10/15/12	12/17/12		Not Started

Scope Status
No change in scope.
Budget/Resources Status
Internal Resources. GIB funded.
Sponsor Relationship Status
No change.
Project Timeline Status
Change of scope and approach (using pilots) put project 2-3 months behind.

**479 ADMIN: IS&T Change Communication Pipeline**

Close

Last Updated

9/14/11 10:21:55 AM

Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
Develop a vehicle for communication, planning and coordination of changes being implemented in the MIT production environment.		
Core Team		
Project Manager	Project Sponsor	
Patricia Sheppard	IS&T Senior Staff	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
DM, SE, CS, OI	DM, SE, CS, OI	
Key Dates		
	Original	Revised
Start Date	10/13/10	10/13/10
End Date	9/30/11	9/30/11

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Weekly Pipeline Meetings	10/13/10	9/30/11	9/30/11	Completed
2	Group Charter	10/27/10	12/22/10	12/22/10	Completed
3	IS&T Change Communication Calendar	11/3/10	11/17/10	11/17/10	Completed
4	Review Charter and Amend as Needed	4/6/11	4/27/11	4/27/11	Completed

Scope Status
- Provide information from respective areas regarding end user changes, changes in test and stage environments - Provide awareness of resources needed or utilized for release efforts - Develop a release calendar that product and service owners maintain - Manage conflicts in terms of release dates and changes as appropriate - Support standard processes (best practices) for product and service release and delivery
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Meet weekly to communicate changes Membership has increased since January 2011!

**477 ADMIN: Product and Service Portfolio Management Phase II - IS&T Service Portfolio: Phase I Prototype**

Execute & Control

Last Updated  
9/14/11  
10:23:26 AM

Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
In support of the product and service delivery, create a service portfolio prototype to support the release processes (identify owners, orphans, levels of support and escalation paths). In addition, create software advisory board to manage the portfolio, answer questions and make recommendations to staff doing releases, evaluate and improve the processes, and address community requests and issues.		
Core Team		
Project Manager	Project Sponsor	
Patricia Sheppard	Barbara Goguen	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
DM	AS, ES, DM, SE, CS, OI, Admin	
Key Dates		
	Original	Revised
Start Date	9/16/10	9/16/10
End Date	8/15/11	3/2/12

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Planning Service Portfolio	9/16/10	10/14/10	9/15/10	Completed
2	Conceptual Model Coordination with Service Portfolio:	10/6/10	11/2/10	11/4/10	Completed
3	Service Catalog Effort	11/10/10	12/15/11		In Progress
4	Requirements	11/18/10	2/9/11	2/9/11	Completed
5	Library of Procedures Service Portfolio: Data	11/4/10	12/20/11		In Progress
6	Dictionary	12/2/10	5/2/11	5/2/11	Completed
7	Service Portfolio: Data Collection and Mapping	2/3/11	12/1/11		In Progress
8	Service Portfolio: Data Reconciliation	6/6/11	12/15/11		In Progress
9	Technology Decision	12/14/11	2/2/12		Not Started
10	Service Portfolio: Roll Out of Prototype	1/4/12	3/2/12		Not Started

Scope Status
Need to make sure that this effort is coordinated with the implementation of the IS&T Service Catalog and redesign of the IS&T Website.
Scope was scaled back from a software development project to a content delivery project.
Budget/Resources Status
Sponsor Relationship Status
Meeting every month for status briefs and issue resolution.
Project Timeline Status
Conceptual modeling took longer than first anticipated.
Time spent negotiating technology options set data collection back by approximately four weeks.

**478 ADMIN: Project Management Process Standards**

Initiate

Last Updated  
9/14/11  
10:39:22 AM

Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
Develop common project management guidelines and tools for each phase of a project life cycle.		
Core Team		
Project Manager	Project Sponsor	
Patricia Sheppard	IS&T Senior Staff	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
AS, ES, DM, SE, CS, OI	AS, ES, DM, SE, CS, OI, Admin	
Key Dates		
	Original	Revised
Start Date	11/3/10	11/3/10
End Date	10/28/11	12/13/11

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Charter	11/3/10	11/10/10	11/10/10	Completed
2	Work Plan	11/10/10	12/1/10	12/1/10	Completed
3	Roles & Responsibilities Presentation	11/16/10	12/17/10	12/17/10	Completed
4	Tool Inventory	11/30/10	2/1/11	2/2/11	Completed
5	Project Review Improvements	12/1/10	4/27/11	4/27/11	Completed
6	Conceptual Modeling and Reporting Requirements	12/15/10	1/25/11	1/25/11	Completed
7	Draft Task List by Project Phase	12/15/10	11/22/11		In Progress
8	Community of Practice Proposal	1/11/11	3/17/11	3/17/11	Completed
9	Budget Templates and Forecasting Process	2/2/11	3/1/11	3/1/11	Completed
10	Partnership Opportunities (Facilities, LL)	2/15/11	5/2/11	5/2/11	Completed
11	Draft Business Case	3/1/11	4/15/11	4/15/11	Completed
12	Stakeholder Analysis	3/1/11	5/16/11	5/16/11	Completed
13	Draft Scope Template	3/1/11	3/16/11	5/2/11	Completed
14	User Interface Design	3/1/11	4/19/11	4/19/11	Completed
15	Usability & Accessibility	3/7/11	5/10/11	5/10/11	Completed
16	P MBA Resource Wiki	5/2/11	11/17/11		In Progress
17	Mentoring Resources	7/12/11	9/12/11	9/12/11	Completed
18	CoP Roll Out	10/11/11	12/13/11		In Progress
19	Recruit New Memebrs for FY12	10/11/11	11/21/11		In Progress

Scope Status
Develop shared set of steps and roles/responsibilities for initial phases of the project life cycle, identify common tools for stakeholder analysis and engagement adopted across project teams, develop standard set of requirements gathering tools (including conceptual modeling and reporting requirements), piloted by IS&T project teams.
Currently task list is behind schedule - draft completed but final still in progress.
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Working group currently meets every week.

**490 AS: Appointment Process Redesign 2.0**

Last Updated		Timeline Status	Scope Status	Budget Status	Sponsor Status
Initiate	9/26/11 6:02:54 PM	Current			

Project Information		
Scope as defined in the 12 tickets identified for APR 2.0 and a short term solution for document attachment for APR.		
Project to plan and deliver additional enhancements and features for the already existing APR application. New features include the following:		
<ol style="list-style-type: none"> <li>1. Ability to attach documents</li> <li>2. Edit functionality</li> <li>3. Other action form</li> <li>4. several other enhancements</li> </ol>		
Planning phase includes collecting and analyzing requirements, proposing solution options.		
Implementation phase includes detailed design, development, testing, and roll out.		
Planning phase is from 11/01/2010 to 02/18/2011		
There may be a gap between the end of Planning phase and the beginning of the implementation phase due to resource constraints.		
Core Team		
Project Manager	Project Sponsor	
Shridhar Kulkarni	Gerry O'Toole	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
AS	AS	
Key Dates		
	Original	Revised
Start Date	10/3/11	11/1/10
End Date	5/31/12	5/31/12

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
5	Design	10/3/11	10/28/11		Not Started
6	Development	10/31/11	12/30/11		Not Started
7	System Integration Testing	1/3/12	3/29/12		Not Started
8	User Testing	4/2/12	5/21/12		Not Started
9	Go-Live	5/31/12	5/31/12		Not Started

Scope Status
Current scope: 1. Set of 12 tickets as approved by ASPCC. 2. Short term doc attachment solution for APR on an upgraded Ixos server.
Budget/Resources Status
Set of 12 enhancements that are approved by ASPCC cost \$400K - \$600K.  Ixos upograde budget is \$20K.  Additional cost for the shoret term solution for document attachment for APR is \$60K - \$80K.
Document attachment will require external resources for upgrading Ixos and implementing Employee File Management (if decided), and migration from Optix to Open Text. Service cost and license cost still being worked out. The project will also require folks from OIS and D.M to participate in the upgrade. The APR team will have some involvement during the implementation.
Edit function if outsourced is a 2-3 million dollar project with a time commitment of 18 months to 2 years. Requires some involvement from current APR team and also from business owners.
Sponsor Relationship Status
Sponsors are very engaged and aware of the timeline and cost for the identified scope. The decision on what will be in the final scope and the sequence of delivery is still being worked out between business owners and the Assistant Deans,
Project Timeline Status
Set of 12 enhancements and short term doc attach solution will be complete in 6-8 months.

**509 AS: Day to Day Operations**

Last Updated		Timeline Status	Scope Status	Budget Status	Sponsor Status
Prepare	10/11/11 5:29:6 PM	Current			

Project Information		
MIT in support of its commitment to operational excellence is standing up a team to identify, organize and successfully manage the operational needs of SAP related administrative systems.		
Core Team		
Project Manager	Project Sponsor	
	Israel Ruiz	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
AS, ES, DM, SE, CS	AS, ES, DM, SE, CS	
Key Dates		
	Original	Revised
Start Date	10/11/11	8/15/11
End Date	11/11/12	10/21/11

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Complete Solution Landscape	8/15/11	10/21/11		Not Started

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status

**503 AS: Enterprise Learning Phase II Implementation**

<b>Last Updated</b>		<b>Timeline Status</b>	<b>Scope Status</b>	<b>Budget Status</b>	<b>Sponsor Status</b>
<b>9/26/11 6:09:42 PM</b>	<b>Current</b>				

Project Information		
The project is intended implement a training needs identification and compliance management system by extending SAP standard functionality. The system will replace EHSWeb and serve as a foundation for similar requirements to other training departments e.g. OSP, VPF, Facilities, HR, IS&T.		
Core Team		
Project Manager	Project Sponsor	
Quintin Smith	Bill VanSchalkwyk, Maraget-Ann Grey, Colleen Leslie	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
DM, SE	AS	
Key Dates		
	Original	Revised
Start Date	4/1/11	4/1/11
End Date	3/31/12	3/30/12

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Usability testing	5/25/11	6/22/11	6/22/11	Completed
3	Training support strategy	4/4/11	7/29/11		Overdue
4	Traincaster Content Migration	4/1/11	9/30/11		Overdue
5	Feeds development	4/11/11	11/29/11		In Progress
8	Go-live without EHS	8/29/11	8/29/11		Overdue
9	EHS Data migration	4/1/11	1/13/12		In Progress
10	Reporting	4/1/11	1/31/12		In Progress
11	EHS Data Validation	10/3/11	2/15/12		Not Started
12	Go-live with EHS	2/29/12	2/29/12		Not Started
16	Phase IIB Integration Testing	1/9/12	1/31/12		Not Started
17	Phase IIB User Acceptance Testing	2/1/12	2/15/12		Not Started

Scope Status
Additional requirements requested by Lincoln Laboratory. Focusing on "quick wins". Wary of scope creep.
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Phase IIA went live on 08/29/2011 as planned, to bring the Training Needs Identification (TNI) system functions into production for all training providers except for EHS. Additional TNI functions for EHS as well as data migration from EHSWeb to SAP will go live at the end of phase IIB. Specific cut-over weekend during February / March 2012 is in the process of being determined taken into consideration of other EHS business initiatives (SARA reporting) and overall project budget status.

**508 AS: Global Initiatives - Short Term**

**Execute & Control**

<b>Last Updated</b>		<b>Timeline Status</b>	<b>Scope Status</b>	<b>Budget Status</b>	<b>Sponsor Status</b>
<b>10/13/11 9:16:34 AM</b>	<b>Current</b>				

Project Information		
Implement short term improvements for CUR (campus) and SMART users. List of short term improvements is: Document attachment for Invoices/PO's; Citibank Giro interface for payments; Implement a Fixed Assets solution; Implement electronic workflow for SMART requisitions; Address CUR company code foreign currency issues; Deliver summary statement and detail transaction report in data warehouse; Develop and load financial tables / views for SMART in data warehouse.		
Core Team		
Project Manager	Project Sponsor	
	Israel Ruiz	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
AS, DM	AS, DM	
Key Dates		
	Original	Revised
Start Date	4/1/11	4/1/11
End Date	12/30/11	9/30/11

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Document Attachment	4/1/11	6/30/11	6/30/11	Completed
2	Citibank Giro	4/1/11	6/30/11	6/30/11	Completed
3	Fixed Assets	6/1/11	9/1/11		Overdue
4	Requisition Approval Workflow	6/1/11	9/30/11		Overdue
5	Various CUR Issues	4/1/11	9/29/11		Overdue
6	Summary Statement & DTR in DWH	4/1/11	8/31/11		Overdue
7	Singapore Financial Tables	4/1/11	8/31/11		Overdue

Scope Status
Scope is defined for all items.
Budget/Resources Status
Sponsor Relationship Status
Sponsor is up to date and in agreement with progress.
Project Timeline Status
Document attachment: Complete Citibank Giro: Complete Fixed Assets: In Process, expected in production 10/2011 Requisition Workflow: In Process CUR Issues: In Process Summary Statement & DTR: Expected in production 10/2011 Singapore Financial Tables: Expected in production 10/2011

**511 AS: Hourly Student Appointments - Implementation Phase**

Execute & Control

Last Updated

10/18/11  
4:05:27 PM

Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
<p>The project's goal is to fully automate the processing of Hourly-paid student appointment transactions. This involves:</p> <ol style="list-style-type: none"> <li>1. Creating a new web-based data-entry form from which student administrators will create, change and terminate hourly-paid student positions</li> <li>2) Enabling SAP workflow and creating an inbox accessible from the web to allow approvers to approve or reject transactions</li> <li>3) Automating the saving of transactions to SAP</li> <li>4) Developing an SAP transaction log to allow the HR-Pay service center to review and resolve errors</li> <li>5) Providing statistics and reporting</li> </ol>		
<p>Key Stakeholders: Student Financial Services Office of the Dean for Graduate Education International Students Office HR-Payroll Service Center</p>		
<p>Co-Sponsor: Betsy Hicks</p>		
Core Team		
Project Manager	Project Sponsor	
Karon McCollin	Gerard O'Toole	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
SE	SE	
Key Dates		
	Original	Revised
Start Date	9/1/11	9/12/11
End Date	5/31/12	5/31/12

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Complete prototype phase activities	9/12/11	10/31/11		Not Started
2	Change/Cancel Appointment	10/6/11	12/21/11		Not Started
3	View Appointment	11/18/11	1/19/12		Not Started
4	View Transaction	11/18/11	1/19/12		Not Started
5	Testing	11/10/11	2/28/12		Not Started
6	Pilot Go-Live	3/30/12	4/30/12		Not Started
7	Customer Training	4/16/12	4/30/12		Not Started
8	General Go-Live	5/1/12	5/1/12		Not Started
9	Post Go-Live Support	5/1/12	5/31/12		Not Started

Scope Status
Items remaining from prototype phase have been completed Current phase development on plan This phase has a dependency on the Cognos project - the View Appointment Report will be a cognos report
Budget/Resources Status
On Plan. Resource issues resolved.
Sponsor Relationship Status
Excellent! sponsors are very engaged.
Project Timeline Status
On Plan. Project Schedule finalized. Target for Pilot Go live - March 2012

**510 AS: S&E Improvements Initiate**

Last Updated

10/12/11 10:14:49 AM

Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
<p>This project will be focused on addressing the organization, processes and procedures of the Administrative Systems support and enhancement work stream. The primary goals of the project will be to (1) significantly reduce the backlog of issues (ticket work) and (2) develop a recommendation for an on-going sustainable staffing and procedure model.</p>		
Core Team		
Project Manager	Project Sponsor	
Frank Quern	Israel Ruiz	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
DM	CS	
Key Dates		
	Original	Revised
Start Date	9/15/11	9/15/11
End Date	12/31/12	12/31/12

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Ticket Reduction	9/15/11	12/31/12		Not Started

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status

**469 CS: Athena Working Group Phase I - Public Printing Environment**

Execute & Control

Last Updated	Current
1/28/11 1:06:27 PM	Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
<p>This is the implementation project for Phase I recommendations around Athena / Public Printing coming out of the Athena Working Group as approved in Sep. 2010 by Dan Hastings, Marilyn Smith, and the MITCET.</p> <p>The project involves an infrastructure upgrade and deployment in OI for a Pharos based printing infrastructure jointly administered by MIT Enterprise Services (DSL) and IS&amp;T. The project also involves close collaboration with key student cohorts (UA, GSC, SIPB, others) to design, pilot, and eventually deploy hold and release print stations that work for students in a public cluster and dorm environment.</p>		
Core Team		
Project Manager	Project Sponsor	
	Dan Hastings, Marilyn Smith, MITCET	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
OI	CS, OI	
Key Dates		
	Original	Revised
Start Date	9/17/10	9/17/10
End Date	9/30/11	9/30/11

Key Milestones and Deliverables						
#	Name	Begin	Original End	Rev. End	Task	Status

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status

**470 CS: Athena Working Group Phase I - Public Student Kiosk Pilots**

Prepare

Last Updated	Current
1/28/11 1:21:21 PM	Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
<p>This is the implementation project for Phase I recommendations around Athena / Public Student Kiosks coming out of the Athena Working Group as approved in Sep. 2010 by Dan Hastings, Marilyn Smith, and the MITCET.</p> <p>The project involves piloting more cost-effective public student kiosks to potentially replace the Athena QuickStations currently in use with virtualized thin clients or virtual desktops, with a goal of more narrowly targeted kiosks optimized for web, email, and printing functions.</p>		
Core Team		
Project Manager	Project Sponsor	
	Dan Hastings, Marilyn Smith, MITCET	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
OI	CS, OI	
Key Dates		
	Original	Revised
Start Date	9/17/10	9/17/10
End Date	9/30/11	9/30/11

Key Milestones and Deliverables						
#	Name	Begin	Original End	Rev. End	Task	Status

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status

<b>488 CS: Hermes Upgrade</b>	Initiate	Last Updated		Timeline Status	Scope Status	Budget Status	Sponsor Status
		1/24/11 3:09:53 PM	Current			None	

Project Information		
The version of Confluence (v.2.8.2) on which Hermes runs needs to be upgraded.		
NOTE: NOT FOR FEB 2011 PROJECT REVIEW. Intended as a placeholder only at this time. (Jan '11)		
Core Team		
Project Manager	Project Sponsor Barbara Goguen	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
CS	CS	
Key Dates		
	Original	Revised
Start Date	7/1/11	7/1/11
End Date	10/28/11	10/28/11

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status

Scope Status
Budget/Resources Status
None
Sponsor Relationship Status
Project Timeline Status

<b>378 CS: Ticketing Tool Discovery</b>	Execute & Control	Last Updated		Timeline Status	Scope Status	Budget Status	Sponsor Status
		6/28/10 1:18:52 PM	Current				

Project Information		
The current ticketing tool (Request Tracker) utilized by IS&T as well as members of the MIT community supports functions such as issue tracking, inventory, billing support, HR/Payroll support and change management. Request Tracker (RT) has seen enterprise adoption, but is not resourced as such. Since IS&T has not established ticket/issue tracking as a formal service offering, the question remains, "Should ticket tracking be a tool for IS&T internally or be supported as a service for the community".		
This project will document the current use of RT by both IS&T and the MIT community, examine the technological landscape, dependencies, integration points, and provide a foundation for decision making as to what the future of our ticket tracking tool should be.		
This project has a large Institute impact due to the fact that IS&T currently supports this tool for not only internal use, but also 30% of departments with roughly 1,800 agents for their individual issue tracking needs..		
Core Team		
Project Manager	Project Sponsor Barbara Goguen	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
AS, ES, CS, Admin	OI	
Key Dates		
	Original	Revised
Start Date	10/8/09	10/8/09
End Date	6/30/11	6/30/11

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Establish Steering Committee	10/8/09	10/8/09	11/30/09	Completed
2	Scope Statement	10/8/09	11/30/09	11/30/09	Completed
3	Foundations Document Outline	10/22/09	11/10/09	11/30/09	Completed
4	Resource Commitment	11/23/09	1/7/10	1/7/10	Completed
5	IS&T Outreach and Data Gathering	1/8/10	5/17/10	5/17/10	Completed
6	MIT Community Outreach & Data gathering	1/3/11	5/9/11		Overdue
7	Clean Up RT Foot Print	1/11/10	5/23/11		Overdue
8	Draft Assessment and Analysis	3/8/10	5/30/11		Overdue
9	Finalize Assessment and Analysis	3/29/10	6/30/11		Overdue

Scope Status
Project has gone from an evaluation of ticketing tools to a discovery project that will provide senior staff with a foundation for decision making in regards to risk management and mitigation for the current ticketing system.
Budget/Resources Status
This project is an evaluation that will be completed with internal IST staff, but due to resource constraints this effort will be executed with minimal resources.
Sponsor Relationship Status
Sponsor has made this a CSS priority project.
Project Timeline Status
Project time line has been extended due to change in scope and resourcing. IS&T analysis will be done in May and presented to the Steering Committee. The MIT Community analysis will be done in September.

**342 DM: Kerberos Logins to Warehouse**

**Execute & Control**

Last Updated

9/15/10 5:12:54 PM

Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
Convert the data warehouse from database username/password to Kerberos logins via Radius.		
Core Team		
Project Manager	Project Sponsor	
Scott Thorne	Mary Weisse	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
CS	CS	
Key Dates		
	Original	Revised
Start Date	6/1/09	6/4/09
End Date	8/28/09	8/31/10

Key Milestones and Deliverables						
#	Name	Begin	Original End	Rev. End	Task Status	
2	Build Oracle 11g Installer	6/4/09	6/4/09	6/9/09	Completed	
3	Test/Revise Oracle 11g Installer	6/18/09	6/18/09	7/2/09	Completed	
4	Deploy Oracle 11g Installer	2/1/10	2/1/10		Overdue	
5	Initial Notice to Community	10/30/09	10/30/09		Overdue	
6	Complete switch to Kerberos username/password	2/19/10	2/19/10		Overdue	
7	OS X sqlnet.ora installer/generator	10/30/09	10/30/09		Overdue	

Scope Status
Budget/Resources Status
SWEB \$6,600
Sponsor Relationship Status
Project Timeline Status



**422 DM: Reporting & Forecasting Tool (Raft) - Phase II**

**Execute & Control**

Last Updated

7/15/11  
12:39:55 PM

Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
<p>The RAFT (Reporting and Forecasting Tool) project provides a targeted tool for departments', labs and centers to view the financial health of particular cost objects at a particular point in time according to a user-defined collection of GL categories. Features include:</p> <ul style="list-style-type: none"> <li>• Development of user-friendly scenario and forecasting system that address PI resources, group resources and overall DLC resources.</li> <li>• Provide a comprehensive view of DLC resources that takes into account financial commitments, existing resources, staff, faculty and student appointments and support requirements.</li> <li>• Development of a forecasting and reporting that can be adapted for Institution-wide roll out</li> <li>• Develop basic modeling and forecasting using "what if" scenarios, hypothetical appointments and funding.</li> <li>• Download and/or create pre-defined reports</li> <li>• Demonstrate the integration of data from multiple sources. (including SAP, COEUS, and ESDS)</li> </ul> <p>This tool will help users to track the causes of variance against expectations. It is also useful for reporting the current financial status to primary investigators.</p> <p>Phase II includes: Extension and development of additional functionality to support departmental needs. This includes:</p> <ul style="list-style-type: none"> <li>• COEUS Proposal and Award Budgets</li> <li>* COEUS Rate integration</li> <li>• Ability to enter expense and person forecasts</li> <li>• Multiple what-if scenarios encompassing multiple projects/people per user</li> <li>• Ability to store and label search criteria for later reuse</li> <li>• Ability to define project years/periods</li> <li>• Additional collection of standard reports</li> </ul>		
Core Team		
Project Manager	Project Sponsor	
Amon Horne	Claude Canizares	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
DM	CS	
Key Dates		
	Original	Revised
Start Date	2/22/10	3/1/10
End Date	1/31/11	10/24/11

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
	Requirements				
1	Gathering	3/1/10	4/7/10	6/1/10	Completed
2	Design	4/12/10	5/31/10	5/31/10	Completed
3	RAFT PI: Release 1.2	4/15/10	4/15/10	4/15/11	Completed
4	Release 1 (Internal)	10/26/10	10/26/10	10/26/10	Completed
5	Release 2 (Internal)	12/23/10	12/23/10	12/23/10	Completed
6	Release 3 (Internal)	4/22/11	4/22/11		Overdue
7	Scenarios Focus Group	5/2/11	5/10/11	7/21/11	Completed
	Scenarios				
8	Development	5/9/11	5/30/11		Overdue
9	Scenarios Deployment	6/1/11	6/7/11		Overdue
	Base Deployment				
10	Testing	5/9/11	5/9/11		Overdue
	Internal				
11	Deployment/Testing	6/6/11	6/6/11		Overdue
	Client Onboarding process begins				
12		6/13/11	6/28/11		Overdue
	COEUS: Initial Public				
13	Deployment	7/1/11	7/1/11	7/21/11	Completed
14	External Deployment	9/1/11	9/1/11		Overdue
	Accelerated Client training/rollout				
15		9/12/11	10/17/11		Overdue
	Full Deployment RAFT				
16	Steady State Transition	10/24/11	10/24/11		Not Started

Scope Status
<p>In review with sponsor/key stakeholders: * All scope for PII except for scenarios complete * Scenario functionality identified and confirmed with SC</p> <p>This item will get reviewed in release 3</p>
Budget/Resources Status
<p>Budget utilization is increased due to use of consultants.</p>
Sponsor Relationship Status
<p>On track. Strong Steering Committee support Strong core sponsor support</p>
Project Timeline Status
<p>Timeline pushed out due to: * Matching timeline with COEUS * Resource constraints</p> <p>Resource constraints have been resolved.</p>

**505 DM: Reporting Solution Implementation**

Execute & Control

Last Updated

7/21/11 2:23:32 AM

Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
Info not provided		
Core Team		
Project Manager	Project Sponsor Deb Leitch	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
OI	OI	
Key Dates		
	Original	Revised
Start Date	7/18/11	7/18/11
End Date	6/30/12	4/2/12

Key Milestones and Deliverables						
#	Name	Begin	Original End	Rev. End	Task Status	
1	Form Focus Groups	7/18/11	9/30/11	9/30/11	Completed	
2	Develop initial training/documentation	7/18/11	9/30/11		Overdue	
3	Initial Configuration of Cognos Product	7/18/11	8/5/11		Overdue	
4	Cognos environment in Production	10/3/11	10/3/11		Overdue	
5	First Group of reports for each area are ready	10/3/11	1/2/12		Not Started	
6	Initial training offered	10/3/11	1/2/12		Not Started	
7	Develop basic report writing materials	10/3/11	1/2/12		Not Started	
8	Second group of reports being developed for each focus group	10/3/11	1/2/12		Not Started	
9	Next 1-2 focus groups identified and kicked off	10/3/11	1/2/12		Not Started	
10	Report writing training available	1/2/12	4/2/12		Not Started	
11	Catalog of pre-built reports continues to grow	1/2/12	3/29/12		Not Started	

Scope Status
Budget/Resources Status
Base purchase of product completed
Sponsor Relationship Status
Project Timeline Status

**396 DS - DDM Asset Recovery**

Close

Last Updated

6/1/10 3:03:41 PM

Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
This project focuses on how DDM will handle the Asset Recovery of the old computer equipment that the DDM Team receives.		
Core Team		
Project Manager	Project Sponsor Chris Lavallee	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	OI	
Key Dates		
	Original	Revised
Start Date	5/15/09	5/15/09
End Date	6/30/10	6/30/10

Key Milestones and Deliverables						
#	Name	Begin	Original End	Rev. End	Task Status	
1	Dell Asset Recovery Pilot	5/15/09	7/10/09	7/10/09	Completed	
2	Converge virtual Pilot	8/20/09	8/27/09	8/27/09	Completed	
3	Dell and Converge Pilot Data analysis	9/11/09	9/18/09	9/18/09	Completed	
4	Converge Asset Recovery Pilot	11/23/09	1/22/10	3/2/10	Completed	
5	Apple Pilot	5/14/10	6/18/10	6/18/10	Completed	
6	Work with Property Office on Asset Recovery process	12/14/09	1/29/10	2/18/10	Completed	
7	Work with Procurement on Asset Recovery process	12/14/09	6/18/10		Overdue	
8	Work with Facilities on Asset Recovery process	12/14/09	6/18/10		Overdue	
9	Work with IS&T's ITSS on Security/Data process	12/21/09	6/18/10		Overdue	
10	Complete Project Analysis	6/7/10	6/25/10		Overdue	
11	Present Asset Recovery Project to Marilyn Smith	6/21/10	6/25/10		Overdue	
12	Submit final recommendation	6/28/10	6/30/10		Overdue	

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Apple came into the mix with their Apple Recycles program. Chuck is now working with Apple on a pilot for asset recovery, and this has moved the estimated timeline to April 30, 2010.

**506 ES: Student Accounts Implementation**

Execute & Control

Last Updated

7/21/11 5:10:29 PM Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
<p>In FY'11, the Student Accounts Requirements project was initiated to take an overall view of the existing business processes and systems to determine areas of improvement. The project team identified many areas of research to address and worked together with SFS to analyze areas of concern.</p> <p>For FY'12, the Student Accounts Implementation project will focus on two short-term projects to help reduce the manual effort required in SFS and technical research to identify future strategic projects.</p> <p>Projects:                      - Sponsor Billing Replacement                      - Charge Assessment Application                      - Technical Research of the Application of Payments and Statement Programs</p>		
Core Team		
Project Manager	Project Sponsor	
Lori Singer	Betsy Hicks	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	ES	
Key Dates		
	Original	Revised
Start Date	7/5/11	7/13/11
End Date	6/29/12	3/14/12

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	SB: Business Requirements	7/13/11	9/15/11		Overdue
2	SB: Functional Specifications	9/19/11	12/5/11		Not Started
3	SB: Technical Design	9/12/11	12/16/11		Not Started
4	SB: Development	12/19/11	2/3/12		Not Started
5	SB: QA	12/12/11	2/29/12		Not Started
6	SB: User Testing	3/1/12	3/9/12		Not Started
7	SB: Deployment	3/12/12	3/14/12		Not Started
8	SB: Launch	3/14/12	3/14/12		Not Started

Scope Status
Through the initial analysis, the scope of both implementation projects has been identified.
Budget/Resources Status
No budget or resource issues
Sponsor Relationship Status
SFS has assigned an internal resource to be our main contact on these projects.
Project Timeline Status
The first project to be addresses is the Sponsor Billing Replacement. The timeframes for Business Requirements and Functional Specifications have been set. The remaining timeframes are estimates and will be adjusted after the design is complete.
Both projects have a common Business Analyst who will start work on the Charge Assessment application after the design of the Sponsor Billing Replacement is complete

**501 ES: Digitizing Forms and Petitions Assessment**

Execute & Control

Last Updated

7/20/11 4:12:3 PM Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
<p>The objectives of the Assessment phase are:                      - Gather requirements for the 5 selected forms in each of the business areas                      - Map requirements to the capabilities of the OS workflow tool                      - Identify potential functionality across forms (landing page, messaging, notification)                      - Create prototype for 2 of the forms                      - Evaluate requirements and formulate options</p>		
Core Team		
Project Manager	Project Sponsor	
Zahida Taher	Mary Callahan, Eamon Kearns	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	ES	
Key Dates		
	Original	Revised
Start Date	1/17/11	1/17/11
End Date	7/31/11	8/31/11

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Create and Finalize Requirement Documents	1/17/11	6/17/11	6/17/11	Completed
2	Map requirements to Workflow tool	4/11/11	5/31/11	5/31/11	Completed
3	Review findings and approach with sponsors and Department Heads	7/18/11	8/31/11		Overdue

Scope Status
Scope for the project is defined and has buy-in from the sponsors
Budget/Resources Status
Project is in the Assessment phase. Project is within budget
Sponsor Relationship Status
Sponsors are engaged and are working with the team
Project Timeline Status
Project is in the Assessment phase, expected to be followed by an implementation phase Work done to-date - Created and reviewed requirement documents for Add/Drop, HASS Concentration, Credit Balance Authorization, Late Add/Drop and Graduate Student Petitions - Mapped requirements to OS workflow capabilities matrix - Created and reviewed prototype with the sponsors Next Steps: - Meet with Department Heads and review work done to-date and plan for moving forward (meetings to be setup by July end)

**427 ES: Electronic Document Integration w/ Stargate**

Close	Last Updated		Timeline Status	Scope Status	Budget Status	Sponsor Status
	12/15/10 9:26:59 AM	Current	None	None	None	None

Project Information		
<p>This project will allow the Undergraduate Admissions Office to enhance their current document imaging process by integrating their scanning operation with the Stargate application. Successful completion of this project will bring UA 90% of the way toward a paperless admissions process.</p> <p>Project will be released in 3 phases:</p> <p>Phase 1 MyMIT: target release 7/15 Phase 2 Stargate: target release 9/15 Phase 3 Outside Readers: target release 11/1</p> <p>*Key milestone dates reflect end dates for all three phases.</p>		
Core Team		
Project Manager	Project Sponsor	
Madge Lewis	Stu Schmill & Eamon Kearns	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	ES	
Key Dates		
	Original	Revised
Start Date	4/1/10	4/1/10
End Date	11/17/10	11/5/10

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Business Analysis	4/1/10	6/17/10	6/17/10	Completed
2	Design	4/1/10	6/14/10	6/9/10	Completed
3	Development	5/13/10	10/8/10	10/8/10	Completed
4	QA	4/1/10	10/27/10	10/27/10	Completed
5	User Testing	6/28/10	10/27/10	10/27/10	Completed
6	Implementation	7/12/10	11/5/10	11/5/10	Completed

Scope Status
None
Enhancement to Stargate archive functionality determined to be out of scope. Requirements have been documented as part of this effort however and it will be added to FY'11 support.
Generating labels for incoming documents has been removed from scope per UA request.
Budget/Resources Status
None
No issues to report.
Sponsor Relationship Status
None
No issues to report.
Project Timeline Status
None
Phase 1 deployed on time Phase 2 deployed on time Phase 3 revised release date of 11/15/10

**453 ES: Electronic Transcript Analysis**

Close	Last Updated		Timeline Status	Scope Status	Budget Status	Sponsor Status
	11/4/10 11:03:0 AM	Current				

Project Information		
<p>This project covers the selection and implementation of a system to handle the request and delivery of electronic transcripts. This would allow users the ability to request and pay for an electronic copy of their transcript, which would be stored and delivered through a secure server using encryption and digital signatures for verification. This system is for use by the Registrar's Office in the delivery of MIT transcripts for current or former students, as opposed to the Admissions Office in the receipt of transcripts for entering students.</p> <p>The project is broken out into two phases, analysis and implementation. Analysis will include the documentation of MIT's requirements, estimates for both in-house and third-party solutions, and a recommendation for a path to implementation. The analysis phase is scheduled to run through September 2010.</p>		
Core Team		
Project Manager	Project Sponsor	
Madge Lewis	Mary Callahan/Eamon Kearns	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	ES	
Key Dates		
	Original	Revised
Start Date	8/23/10	7/8/10
End Date	11/23/10	11/23/10

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Business Analysis	7/8/10	11/23/10	10/29/10	Completed

Scope Status
No issues.
Budget/Resources Status
No data available.
Sponsor Relationship Status
No issues.
Project Timeline Status
Timeline for analysis phase extended through contract negotiations.

**476 ES: Electronic Transcript Implementation**

	<b>Last Updated</b>	
Close	10/14/11 3:02:48 PM	Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
<p>This project covers the implementation of a third party service to handle the request and delivery of electronic transcripts. This would allow both current and former students the ability to request and pay for an electronic copy of their transcript, which would be stored and delivered through a secure server using encryption and digital signatures for verification. The project was broken out into two phases, analysis and implementation. The analysis phase completed in October 2010 with the selection of a third party solution provider. As part of this implementation we will be automating transcript processing for the majority of orders thereby reducing manual labor in both the SSC and the Registrar's Office.</p>		
Core Team		
Project Manager	Project Sponsor	
Madge Lewis	Mary Callahan	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	ES	
Key Dates		
	Original	Revised
Start Date	11/4/10	12/8/10
End Date	8/2/11	8/23/11

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
Business					
1	Analysis	12/8/10	1/26/11	1/26/11	Completed
2	Design	1/24/11	5/9/11	7/13/11	Completed
3	Development	2/11/11	7/20/11	7/20/11	Completed
4	QA	7/21/11	8/3/11	8/3/11	Completed
5	User Testing	7/27/11	8/19/11	8/19/11	Completed
6	Implementation	8/3/11	8/23/11	8/23/11	Completed

Scope Status
No current scope issues.
Budget/Resources Status
No current budget issues.
Sponsor Relationship Status
Sponsor relationship is healthy.
Project Timeline Status
As of 7/21 we are migrating to TEST as planned and SIT will begin on schedule. Development is expected to complete by Monday 7/25 and UAT will start on 7/27 as planned. SFS has been engaged in the planning of UAT, training, and deployment.
However, we discovered within the last month that additional development is required in order to validate the integrity of the transcript data - a mission critical exercise - which will add 10 days of coding, plus time to run 78k transcripts and generate results. The volume and nature of the discrepancies will then determine the extent of effort required to clean up the data.
Given that, the stakeholders have agreed to move the go-live date out to 8/23. This allows 4 weeks for transcript validation work while keeping testing and training on track.

**515 ES: IAP System Replacement**

Execute & Control

	<b>Last Updated</b>	
	10/14/11 3:45:25 PM	Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
<p>The IAP System Replacement project is an effort to both provide enhanced functionality for the users and to update the underlying technology. This new system will:</p> <ul style="list-style-type: none"> <li>•Increase usability and overall efficiency for end-users</li> <li>•Enable increased independence for departmental IAP administrators</li> <li>•Improve integration with other MITSIS applications</li> <li>•Upgrade the underlying technology to align with the roadmap</li> </ul>		
Core Team		
Project Manager	Project Sponsor	
Madge Lewis	Julie Norman, Dean, UAAP	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	ES	
Key Dates		
	Original	Revised
Start Date	4/6/11	4/6/11
End Date	4/24/12	4/20/12

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
Business					
1	Analysis	4/6/11	8/11/11	8/11/11	Completed
2	Design	8/9/11	2/17/12		In Progress
3	Development	10/31/11	3/19/12		Not Started
4	QA	11/7/11	3/30/12		Not Started
5	User Testing	4/2/12	4/11/12		Not Started
6	Implementation	4/16/12	4/20/12		Not Started

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status

**471 ES: Java 6 Upgrade**

**Execute & Control**

Last Updated

10/14/11 10:59:20 AM

Current

Timeline Status

Scope Status

Budget Status

Sponsor Status

**Project Information**

The purpose of this project is to upgrade some of the existing Java Applications to Java 1.6, Oracle 10.1.3, Spring 3.0 (as applicable) and the Common SAIS framework (as applicable). We are talking to Edgerock technologies (vendor) who will be implementing the upgrade project. We have done a demo of the applications prioritized to be in the upgrade and are awaiting time and cost estimates from the vendor.

The following applications have been prioritized

1. academic-bgr-project
2. academic-camemail-project
3. academic-teamarc-project
4. academic-testscores-project
5. dsl-adm-grad-project
6. dsl-asa-project
7. mitsis-web-project
8. academic-xp
9. common-userauthorization-project

**Core Team**

Project Manager	Project Sponsor
	Eamon Kearns

**IS&T Organizational Dependencies**

Dependencies	Handoffs
ES	ES

**Key Dates**

	Original	Revised
Start Date	7/5/10	12/1/10
End Date	6/30/11	10/28/11

**Key Milestones and Deliverables**

#	Name	Begin	Original End	Rev. End	Task Status
1	Design	12/1/10	1/31/11	1/31/11	Completed
2	Development	1/10/11	6/30/11	6/30/11	Completed
3	Test	2/1/11	6/30/11	6/30/11	Completed
4	User Testing	9/5/11	10/27/11		In Progress
5	Implementation	9/19/11	10/28/11		In Progress

**Scope Status**

We are working with a vendor to determine the scope for upgrading the applications to Java 1.6

**Budget/Resources Status**

The budget for the project will be finalized when we get an estimate from the vendor for the upgrade tasks

**Sponsor Relationship Status**

Sponsor has been involved in the project and provided guidance and escalation as needed.

**Project Timeline Status**

The timeline for the project will be finalized when we get an estimate from the vendor for the upgrade tasks

**425 ES: Online Grading 1.0**

**Close**

Last Updated

1/26/11 2:58:27 PM

Current

Timeline Status

Scope Status

Budget Status

Sponsor Status

**Project Information**

This project is to implement an online grading application for the Registrar's office. The project will be implemented in 2 Phases Phase 1 will include online data entry, grade entry import, summary pages, reports, user setup, grading periods and will go live for the January IAP term 2011 and will include 4 departments ( Architecture, Foreign Languages, Physics and Sloan). The project milestones reflect this Phase.

Phase 2 will include enhancements to the UI design, Special Report Sheets and re-writing the Grade Application job which is currently in Pro-C. This phase is expected to go live in Summer 2011 and will include all departments. Phase 2 Detailed Design will start in January 2011.

**Core Team**

Project Manager	Project Sponsor
Zahida Taher	Mary Callahan, Eamon Kearns

**IS&T Organizational Dependencies**

Dependencies	Handoffs
ES	ES

**Key Dates**

	Original	Revised
Start Date	3/8/10	3/8/10
End Date	8/30/11	1/11/11

**Key Milestones and Deliverables**

#	Name	Begin	Original End	Rev. End	Task Status
1	Design	3/8/10	7/9/10	7/9/10	Completed
2	Development	7/6/10	10/18/10	10/18/10	Completed
3	Test	10/1/10	11/12/10	11/12/10	Completed
4	User Testing	11/1/10	12/10/10	12/10/10	Completed
5	Implementation	12/13/10	1/11/11	1/11/11	Completed

**Scope Status**

The application has been approved for deployment on 12/15 by the sponsors

**Budget/Resources Status**

The project is currently on budget

**Sponsor Relationship Status**

Sponsors have provided their official sign-off for the application to be deployed to production on 12/15.

**Project Timeline Status**

The project has been signed off for deployment on 12/15 by the sponsors

We will be launching the application on 12/15. Departmental Administrators are expected to start using the application mid-January 2011 for the IAP term.

Phase 2 design will begin in January 2011.

**514 ES: Online Grading Phase 2**

**Execute & Control**

<b>Last Updated</b>		<b>Timeline Status</b>	<b>Scope Status</b>	<b>Budget Status</b>	<b>Sponsor Status</b>
<b>10/14/11 10:58:56 AM</b>	<b>Current</b>				

Project Information		
Phase 2 includes the following tracks - Enhancements - Rewrite of the Grade Application Job - Supervisor Assignment Application - Instructor Assignment Application - Automating creation of write-in and special report registration and grading data		
Core Team		
Project Manager Zahida Taher	Project Sponsor Mary Callahan, Eamon Kearns	
IS&T Organizational Dependencies		
Dependencies ES	Handoffs ES	
Key Dates		
	Original	Revised
Start Date	8/1/11	9/12/11
End Date	6/29/12	4/13/12

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Superviosr Assignment - Design	9/12/11	10/31/11		In Progress
2	Supervisor Assignment - Development	10/10/11	12/9/11		In Progress
3	Superviosr Assignment - SIT	12/6/11	1/6/12		Not Started
4	Superviosr Assignment - UAT	1/3/12	1/27/12		Not Started
5	Superviosr Assignment - Deployment	1/30/12	2/10/12		Not Started
6	Write-In and SR Automation - Development	1/2/12	3/30/12		Not Started
7	Grade Application - Parallel Testing	10/3/11	10/28/11		In Progress
8	Grade Application - UAT	11/7/11	12/2/11		Not Started
9	Write-In and SR Automation - Design	10/3/11	12/29/11		In Progress
10	Instructor Assignment - Design	10/10/11	12/9/11		In Progress
11	Instructor Assignment - Development	12/1/11	2/10/12		Not Started
12	Instructor Assignment - SIT	2/6/12	3/9/12		Not Started
13	Instructor Assignment - UAT	3/5/12	3/30/12		Not Started
14	Instructor Assignment - Deployment	4/2/12	4/13/12		Not Started

Scope Status
Functional Spec for Supervisor Assignment is in progress expected to be completed by 10/31
Business Design for Instructor Assignment is in progress, expected to be completed by 11/30
Analysis of creating registration records and updating grade data in progress, expected to be completed by 11/18
Budget/Resources Status
Budget is on track
Sponsor Relationship Status
Sponsors are engaged and help with escalating issues and making decisions
Project Timeline Status
Timeline for implementation of the various tracks needs to be finalized

<b>343 ES: OSE/WTW</b>	<b>Last Updated</b>	<b>Timeline Status</b>	<b>Scope Status</b>	<b>Budget Status</b>	<b>Sponsor Status</b>

Project Information		
<p>This project will add functionality to the existing Who's Teaching What (WTW) and Online Surveys (OSE) applications.</p> <p>Completed Functions:</p> <ul style="list-style-type: none"> <li>- Student and Instructor Email Notification for upcoming Surveys</li> <li>- Question Management UI changes</li> </ul> <p>Remaining work:</p> <ul style="list-style-type: none"> <li>- Assign Survey Templates Department-Wide is in development</li> <li>- Functional Requirements are in progress for improvements to editing question and question groups.</li> <li>- Enhanced Control of Reporting Access - requirements are in progress</li> <li>- Control of Report Publishing - not started</li> <li>- Add Upload function of course information - not started</li> <li>- Include Listeners in Evaluations - not started</li> </ul> <p>Since this project has multiple deliverables with overlapping phases, the milestones on the snapshot are all in-progress.</p>		
Core Team		
Project Manager	Project Sponsor	
Lori Singer	Diana Henderson / Eamon Kearns	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	ES	
Key Dates		
	Original	Revised
Start Date	7/1/09	7/1/09
End Date	2/25/11	3/31/11

Key Milestones and Deliverables						
#	Name	Begin	Original End	Rev. End	Task Status	
1	Design	7/1/09	8/31/10	8/31/10	Completed	
2	Development	7/1/09	3/1/11		Overdue	
3	Test	7/1/09	3/31/11		Overdue	
4	User Testing	7/1/09	3/31/11		Overdue	
5	Implementation	7/1/09	3/31/11		Overdue	

Scope Status
The requirements for all remaining functions have been completed and signed off by the user.
Budget/Resources Status
A contract Business Analyst has been added to the project for one month to help complete requirements definition
Sponsor Relationship Status
No Issues
Project Timeline Status
Estimates are based on minimal information known about remaining functions and probably will change after the requirements are complete

<b>421 ES: Registrar Imaging</b>	<b>Last Updated</b>	<b>Timeline Status</b>	<b>Scope Status</b>	<b>Budget Status</b>	<b>Sponsor Status</b>

Project Information		
<p>This project will work with a vendor to scan transcripts from 1950-1994 from microfilm to electronic format.</p> <p>A complete and thorough review is needed. These transcripts will eventually be used for the next Electronic Transcript project. We need to make sure we are confident everything is OK.</p>		
Core Team		
Project Manager	Project Sponsor	
Leo Larson	Mary Callahan/Eamon Kearns	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	ES	
Key Dates		
	Original	Revised
Start Date	3/10/10	4/12/10
End Date	10/29/10	10/29/10

Key Milestones and Deliverables						
#	Name	Begin	Original End	Rev. End	Task Status	
1	Development	4/12/10	7/9/10		Overdue	
2	Test	6/21/10	10/29/10		Overdue	

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Vendor has completed initial conversion and is waiting for the results of our verification of completeness and accuracy
The Registrar's office is currently working to validate everything that came back from the vendor.
Changing time lines to reflect validation process.
7/7: Modified development to end 7/9
7/7: Modified testing/validation to complete 8/20 before registration process begins for Fall term.



**456 ES: Scheduling Analysis**

**Execute & Control**

<b>Last Updated</b>		<b>Timeline Status</b>	<b>Scope Status</b>	<b>Budget Status</b>	<b>Sponsor Status</b>
1/27/11 11:04:3 AM	Current				

Project Information		
<p>The Scheduling Analysis project is the first step in replacing the existing Classroom and Student Scheduling system. This new system will:</p> <ul style="list-style-type: none"> <li>- Meet the current needs of the Registrar's Office and Academic Departments, and</li> <li>- Be flexible enough to support future changes</li> </ul> <p>This project contains the following phases:</p> <ol style="list-style-type: none"> <li>1. Requirements Phase: Complete</li> <li>2. Solution Decision Phase: Complete</li> <li>3. Detail Design Phase: Create the Functional Specification and Technical Design documents. In addition, identify how to address all integration points. (this phase is in-progress)</li> </ol> <p>At the end of this project, a detailed schedule, budget and resource plan will be documented for the Implementation project.</p>		
Core Team		
Project Manager	Project Sponsor	
Lori Singer	Mary Callahan and Eamon Kearns	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	ES	
Key Dates		
	Original	Revised
Start Date	7/1/10	7/1/10
End Date	2/29/12	2/29/12

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Business Requirements	7/1/10	12/7/10	12/7/10	Completed
2	Solution Decision	12/1/10	2/25/11	2/25/11	Completed
3	Functional Specifications	1/10/11	11/29/11		In Progress
4	Initial Review with Users	3/14/11	5/30/11	5/30/11	Completed
5	Internal Review	6/6/11	6/30/11	6/30/11	Completed
6	Final Review	7/5/11	11/29/11		Not Started
7	Technical Design	8/16/10	2/29/12		In Progress

Scope Status
There are no issues with scope for this project.
Budget/Resources Status
There are no issues with budget or resources. We may add an additional technical resource to the design phase.
Sponsor Relationship Status
The working relationship with the Registrar is very strong and collaborative. The Registrar's office has been responsive to our requests for meeting times and have been participating in 8 hours of meetings per week for the initial review of the functional specifications.
Project Timeline Status
The solution decision phase is complete. Unitime will be used as part of our Scheduling implementation.
There are 6 functional specifications for this project and, as they are written, we are reviewing them with the users. This way, we are receiving timely feedback as we identify where and how Unitime will be used and where modifications are needed.
The internal review will focus on whether more clarification is needed for the technical implementation and whether we need more information from the users. In addition, we will be including resources from Unitime to help in our development and implementation approach.
The final review will be with users for sign-off.
We are working with the Finance and Legal teams to draft a contract to cover costs for any implementation support and development needed from Unitime.

**405 ES: Stellar 2.3**

**Close**

<b>Last Updated</b>		<b>Timeline Status</b>	<b>Scope Status</b>	<b>Budget Status</b>	<b>Sponsor Status</b>
9/24/10 11:20:58 AM	Current				

Project Information		
<p>Stellar application improvements and feature rollouts for Fall 2010. See <a href="https://wikis.mit.edu/confluence/x/9I6hAw">https://wikis.mit.edu/confluence/x/9I6hAw</a></p>		
Core Team		
Project Manager	Project Sponsor	
Derek Jaeger	Student Systems Steering Committee	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
OI	OI	
Key Dates		
	Original	Revised
Start Date	12/3/09	11/27/09
End Date	9/7/10	9/7/10

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Forum replacement	12/3/09	4/9/10	4/9/10	Completed
2	Survey tool upgrade	11/27/09	3/5/10	3/5/10	Completed
3	CourseGuide enhancements	4/14/10	6/8/10	6/8/10	Completed
4	Homework workflow integration	7/16/10	9/7/10	9/7/10	Completed

Scope Status
Project remains in-scope as of March 2010.
Budget/Resources Status
Sponsor Relationship Status
The Student Systems Steering Committee was last apprised of project goals and status in February 2010.
Project Timeline Status
Project span is December 2009 to September 2010. As of March 2010, all assigned tasks are progressing on schedule.

<b>464 ES: Stellar NG setup</b>	Close	<b>Last Updated</b>	<b>Timeline Status</b>	<b>Scope Status</b>	<b>Budget Status</b>	<b>Sponsor Status</b>
		1/26/11 3:40:56 PM	Current			

**Project Information**

This project covers the technical work and customer outreach/training/support effort involved in setting up the Stellar NG application for the Spring 2011 pilot. Departmental outreach included the following individuals (by department):

Sciences:  
John Belcher  
Boleslaw Wyslouch  
George Stephans  
Krishna Rajagopal  
Barton Zwiebach

Sloan:  
James Orlin  
Michael Braun  
Don Lessard

SHASS:  
Alisa Braithwaite  
Wyn Kelley  
Rebecca Faery  
Diana Henderson  
James Howe  
Shankar Raman

Engineering:  
Patrick Hale  
Dava Newman  
Chad Galts  
William Litant  
John Williams  
Chris Turman

SA&P:  
Caroline Jones  
Nasser Rabbat  
Ann Spirn  
James Wescoat

Libraries/ESD:  
Steve Gass  
Elaine Mello  
Kevin Tierney

Physical Education:  
Carrie Moore  
Meredith Volker

We have exceeded our initial target of 10 evaluation course sites by 2: there are currently 12 confirmed courses for the Spring NG evaluation, encompassing some 250 expected users.

Core Team	
Project Manager Derek Jaeger	Project Sponsor MITSIS

IS&T Organizational Dependencies	
Dependencies OI	Handoffs ES

Key Dates		
	Original	Revised
Start Date	10/4/10	10/6/10
End Date	1/28/11	1/14/11

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**Key Milestones and Deliverables**

#	Name	Begin	Original End	Rev. End	Task Status
1	Application setup and course import	10/6/10	10/26/10	10/26/10	Completed
2	Building block setup	10/26/10	11/15/10	11/15/10	Completed
3	Front-end and workflow setup	11/8/10	12/3/10	12/3/10	Completed
4	Participant support training	12/22/10	1/14/11	1/14/11	Completed

**Scope Status**

Within scope.

**Budget/Resources Status**

Within budget.

**Sponsor Relationship Status**

Stakeholders have been apprised of goals and timeline.

**Project Timeline Status**

Within announced timeline.

<b>417 ES: Wikis Upgrade</b>	Close	<b>Last Updated</b>	<b>Timeline Status</b>	<b>Scope Status</b>	<b>Budget Status</b>	<b>Sponsor Status</b>
		10/25/10 3:46:27 PM	Current			

Project Information		
Upgrade of the Confluence-based Wikis service to latest production version of the third-party platform. Evaluate currently disabled core features and third-party plugins to add value. Modernize application infrastructure.		
Core Team		
Project Manager Derek Jaeger	Project Sponsor ISDA	
IS&T Organizational Dependencies		
Dependencies ES	Handoffs Admin	
Key Dates		
	Original	Revised
Start Date	3/1/10	6/1/10
End Date	7/1/10	10/29/10

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Upgrade wikis-dev Environment	6/1/10	6/11/10	6/4/10	Completed
2	MIT Theme, Stellar Theme, ThemeBuilder Testing	6/14/10	7/30/10	7/2/10	Completed
3	Update Themes	7/26/10	8/19/10	8/19/10	Completed
4	Plugin Review and Testing	6/15/10	7/30/10	7/30/10	Completed
5	wikis-stage Upgrade	8/2/10	8/17/10	8/17/10	Completed
6	Localize Oracle on dev, stage, test, prod	7/19/10	8/19/10	8/19/10	Completed
7	Staging and Prod System Virtualization	7/19/10	8/19/10	8/19/10	Completed
8	Confluence 3.2.x Production Upgrade	8/9/10	8/19/10	8/19/10	Completed
9	Infrastructure Work Hard Deadline	8/20/10	8/20/10	8/19/10	Completed
10	Process Redesign	9/7/10	10/15/10	10/15/10	Completed
11	Rollout "Community Bubbles" on Current Platform	10/18/10	10/18/10	10/18/10	Completed
12	Archive, Cleanup Old Sites (Service Plan and Process)	10/4/10	10/29/10	10/29/10	Completed

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Imperative to complete infrastructure work before Fall semester ramp-up.

<b>415 ES: XRoads to iOffice</b>	Close	<b>Last Updated</b>	<b>Timeline Status</b>	<b>Scope Status</b>	<b>Budget Status</b>	<b>Sponsor Status</b>
		12/14/10 12:00:4 PM	Current			

Project Information		
This project is to replace XRoads (ISO's current home-grown system for tracking and reporting the status of international students) with iOffice. With the implementation of the iOffice application (developed by Indiana University), MIT will be ready to meet the federally-mandated upgrade to the new SEVIS II system being developed by the US Immigration and Customs Enforcement (ICE).  The iOffice system will be integrated with MIT's Student Information System via an XML data process.  Project includes: - development of two new batch feeds: MITSIS to iOffice, and iOffice to MITSIS - conversion of data from XRoads to iOffice - iOffice installation and server set-up - testing of feeds between MITSIS and SEVIS		
Core Team		
Project Manager Janet Sahlstrom	Project Sponsor Danielle Guichard-Ashbrook/Eamon Kearns	
IS&T Organizational Dependencies		
Dependencies Admin	Handoffs Admin	
Key Dates		
	Original	Revised
Start Date	1/7/10	1/7/10
End Date	10/19/10	10/19/10

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Plan	1/7/10	2/26/10	4/1/10	Completed
2	Design	1/7/10	5/7/10	7/6/10	Completed
3	Development	4/20/10	5/14/10	5/14/10	Completed
4	Test	5/3/10	10/15/10	11/16/10	Completed
5	User Testing	6/7/10	10/15/10		Overdue
6	Implementation	7/12/10	10/19/10	10/19/10	Completed

Scope Status
There are no issues with scope.
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Timeline status is in yellow. Business users decided not to go live on the originally scheduled date in July because of work load issues and concerns about business readiness. The completion of testing and launch have been rescheduled to mid-October.

**466 OI: Critical Network Security Controls**

**Execute & Control**

Last Updated

7/20/11 12:57:49 PM

Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
Assessment and implementation of critical network security controls (including log management, firewall, intrusion prevention/detection & firewall, and authenticated wireless security)		
Core Team		
Project Manager	Project Sponsor	
Timothy McGovern	EVP	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
OI	OI	
Key Dates		
	Original	Revised
Start Date	7/1/10	7/1/10
End Date	1/31/12	1/31/12

Key Milestones and Deliverables						
#	Name	Begin	Original End	Rev. End	Task Status	
1	Preliminary review	7/1/10	9/1/10	9/1/10	Completed	
2	Recommendation on feasibility study	7/1/10	9/1/10	9/1/10	Completed	
3	Technical evaluation & PILOT of network security products and Technical analysis	1/3/11	10/31/11		In Progress	
4	Logging & Analysis System Installation	1/17/11	3/8/11	3/30/11	Completed	
5	Roll-out of secure wireless	1/10/11	1/31/12		Not Started	
6	Implement selected network security product	4/1/11	1/31/12		Not Started	
7	Campus Wide Communications on Security Wireless	7/20/11	12/30/11		Not Started	

Scope Status
Analyze, evaluate, and pilot network security products. Roll-out of secure wireless. Implement selected network security product(s). Select and implement log management tool.
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status

**500 OI: Data Warehouse Virtualization and Linux Migration**

Last Updated

4/19/11 4:35:1 PM

Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
Migrate all Data Warehouse environments away from their current Sun Solaris platform and towards a virtualized Linux solution.		
Core Team		
Project Manager	Project Sponsor	
	Mark Sillis	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
DM	DM	
Key Dates		
	Original	Revised
Start Date	7/1/10	8/16/10
End Date	12/31/11	1/2/12

Key Milestones and Deliverables						
#	Name	Begin	Original End	Rev. End	Task Status	
1	Migrate DW dev environment	8/16/10	1/2/12		In Progress	
2	Migrate DW test environment	3/1/11	1/2/12		In Progress	
3	Migrate DW production environment	8/1/11	1/2/12		Not Started	

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Resource contention has delayed this project due to timing of Cognos PoC/Pilot occupying much of the Data Warehouse team's available time.

435 OI: E40 ATL Renewal

Last Updated		Timeline Status	Scope Status	Budget Status	Sponsor Status
Close	2/22/11 6:22:6 PM	Current			

Project Information		
<p>The goal of this project is to replace the E40 automated tape library (ATL) with a disk-based virtual tape library (VTL). The existing ATL equipment reaches its end of service life on 12/31/2010; migrating this tape system to a disk-based VTL would preserve compatibility with our existing deployed backup software while providing faster backup and recovery times and consuming significantly less data center power and floorspace.</p>		
Core Team		
Project Manager	Project Sponsor	
	Mark Sillis	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
Admin	Admin	
Key Dates		
	Original	Revised
Start Date	6/1/10	7/1/10
End Date	2/11/11	2/11/11

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Complete purchase of VTL	7/1/10	7/1/10	7/1/10	Completed
2	Decomission existing ATL	12/31/10	2/11/11	2/11/11	Completed
3	Deploy hardware	7/26/10	11/1/10	11/1/10	Completed
4	Migrate data	8/31/10	2/4/11	2/4/11	Completed

Scope Status
The replacement of the W91 ATL is out of scope, and is being tracked as a separate project.
Budget/Resources Status
The budget for this project in FY11 consists of approximately \$750,000 capital and \$109,200 SWEB.
Sponsor Relationship Status
Mark continues to endorse this project.
Project Timeline Status

**465 OI: Exchange 2010 Server Upgrade and mailbox migration**

Last Updated  
Prepare **7/21/11 8:29:59 AM**

Timeline Status	Scope Status	Budget Status	Sponsor Status
Current			

**Project Information**

Upgrade Exchange infrastructure to Exchange 2010 server to prepare for community mailbox migration.

**Core Team**

Project Manager	Project Sponsor
Deborah Bowser	EVP

**IS&T Organizational Dependencies**

Dependencies	Handoffs
CS	CS

**Key Dates**

	Original	Revised
Start Date	6/1/10	6/1/10
End Date	12/29/11	11/6/12

Project Description:

Upgrade Exchange infrastructure to Exchange 2010 server to prepare for community mailbox migration.

**Key Milestones and Deliverables**

#	Name	Begin	Original End	Rev. End	Task Status
1	Set up Development Test Environment	6/3/11	7/15/11	6/3/11	Completed
2	Migration Plan	6/3/11	10/14/11		Overdue
3	Community Migration	10/12/11	12/29/11		Not Started
4	Implement support model	6/3/11	11/6/12		In Progress
5	Order New Hardware	6/1/10	6/1/10	6/1/10	Completed
6	Training	6/1/11	10/27/11		Not Started
7	Communications Plan	7/5/11	10/14/11		Overdue
8	Documentation	4/1/11	10/25/11		Not Started
9	Exchange POs moved to USC	11/5/10	11/5/10	11/5/10	Completed
10	Install physical servers	5/13/11	5/13/11	5/13/11	Completed
11	Install Windows Server 2008 R2	6/1/11	6/1/11	6/1/11	Completed
12	Install Exchange Server 2010 Enterprise	6/1/11	6/27/11	6/27/11	Completed
13	Configure Exchange 2010 Mailbox servers.	6/3/11	7/13/11	7/13/11	Completed
14	Switch owa.exchange.mit.edu to	10/10/11	10/10/11		Overdue
15	Support providers test period	7/18/11	10/7/11		Overdue
16	Decommission Exchange Server 2007	1/9/12	2/10/12		Not Started
17	Configure F5 rule and install legacy certificate	7/25/11	7/25/11		Overdue
18	Build and Configure Edge servers	7/12/11	7/14/11	7/14/11	Completed
19	CAS cutover	10/10/11	10/10/11		Overdue
20	Install McAfee on CAS	7/27/11	7/27/11		Overdue
21	Migrate support providers po box	7/27/11	10/12/11		Overdue
22	Set up Test accounts	7/18/11	7/19/11	7/19/11	Completed

**Scope Status**

Upgrade the Exchange infrastructure to Exchange Server 2010 installed on new servers that are housed in the OC11 and W92 Data Centers. After the 2010 infrastructure is ready and tested, community mailbox migrations will begin to the new environment with minimal or no disruption.

Test period for support teams 7/18 - 7/22  
Help Desk, DITR, Mobile Devices  
Email/Calendar advisory board

Community mailbox migration - 8/1 - 8/15

Communications:  
Work w/Communications team to ready community announcement including new features and time line to set expectations.

Include in:  
MIT Spotlight  
IS&T News  
MIT News  
Twitter

Documentation:  
Document the new features, changes to existing and issues found:  
Outlook Web App (OWA)  
Point to MS docs as needed.  
Update Hermes articles.

Training:  
Create Captivate demos for new OWA  
lynda.com  
MS site

**Budget/Resources Status**

Project is on budget.

**Sponsor Relationship Status**

**Project Timeline Status**

In order to correct a more critical issue within our SAN environment that supports Exchange and our entire virtualization environment the upgrade was delayed.

Our Exchange failures have been primarily related to failures of the SAN and before moving forward with an upgrade to Exchange server 2010 we need to stabilize our existing environment.

Key learning's from the BES upgrade and other migration efforts have highlighted the need for a measured approach.

Exchange 2010 Server upgrade = Q4  
Mailbox migration = Q1

Milestones:  
Configured incoming hub connectors  
Configured CAS EWS

Milestones to reach:  
1) SCOM Upgrade and Agent install  
2) BackupExec upgrade on First node  
a. Upgrade using service account "exbackup.service"  
3) Edge Build and Configure  
4) F5 config for production  
5) CAS cutover  
6) BES RPC setup access to CAS servers  
7) OC11ExBES2 repair  
8) Install SP3 on OC11EXBES1  
9) TSM on H,C, E  
10) Install McAfee on the CAS

**502 OI: Identity Life Cycle Management Discovery**

<b>Last Updated</b>		<b>Timeline Status</b>	<b>Scope Status</b>	<b>Budget Status</b>	<b>Sponsor Status</b>
<b>4/21/11 8:13:48 AM</b>	<b>Current</b>				

Project Information		
MIT creates, maintains and uses electronic 'Identity' within the community. This project is to understand how it works in general and document 'flow'. This effort will also attempt to develop common definition for MIT electronic 'Identity' to use as well as potential future functionalities. If appropriate, an evolving plan will be developed for FY12/FY13 activities/projects.		
Core Team		
Project Manager	Project Sponsor Mark Silis	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
AS, ES, DM, SE, CS, OI, Admin	OI	
Key Dates		
	Original	Revised
Start Date	12/1/10	12/1/10
End Date	6/29/12	6/29/12

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Interview IS&T personnel to understand the existing Identity environment	12/1/10	1/31/11	1/31/11	Completed
2	Create and validate Identity Life Cycle flow chart	1/3/11	2/28/11	2/28/11	Completed
3	Identity Life Cycle Flow Chart Drafted	2/28/11	2/28/11		Overdue
4	Brainstorm vision and functionalities within IS&T	3/1/11	5/31/11		Overdue
5	Develop definition and scope for Identity Life Cycle Management	4/1/11	6/30/11		Overdue
6	Review progress with IS&T Sr Staff	6/30/11	6/30/11		Overdue
7	Develop vision and evolving end state	8/1/11	10/28/11		Not Started
8	Create solution plan	10/3/11	3/30/12		Not Started
9	Develop plan for budget and resources for FY13 projects/activities	11/1/11	6/29/12		Not Started

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status

**436 OI: MGHPCC - MA Green High Performance Computing Center**

<b>Last Updated</b>	<b>Timeline Status</b>	<b>Scope Status</b>	<b>Budget Status</b>	<b>Sponsor Status</b>
<b>8/3/10 7:58:43 AM</b>	<b>Current</b>			

Project Information		
Massachusetts Green High Performance Computing Center - Five major research institutions in the Commonwealth—BU, Harvard, Northeastern, MIT and UMass—propose to build, with support from the Commonwealth and key industry partners such as Cisco and EMC, a state-of-the-art green data center that will house the most technologically advanced HPC hardware supporting the rapidly increasing computational needs of the academic institutions. The MGHPCC will provide critical computational capabilities to the Commonwealth's research community, enabling major advances at the forefront of a broad range of research areas and enhancing the region's competitiveness to attract and retain top researchers and students and to win federal and private financial support.		
Core Team		
Project Manager	Project Sponsor Claude Canizares	
Taeminn Song		
IS&T Organizational Dependencies		
Dependencies	Handoffs	
OI	OI	
Key Dates		
	Original	Revised
Start Date	6/1/10	6/1/10
End Date	2/28/13	2/28/13

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	MGHPCC set-up	6/1/10	7/16/10	7/16/10	Completed
2	Site selection	6/1/10	8/4/10	8/4/10	Completed
3	Building Design Opts	6/1/10	8/4/10	8/4/10	Completed
4	Overarching IT Business Model	6/1/10	6/29/12		In Progress
5	MIT IT Business Model	6/1/10	6/29/12		In Progress
6	Dem/Site Cleanup	10/15/10	6/30/11		Overdue
7	Construction	1/31/11	11/30/12		Not Started
8	IT Install & Move In	11/12/12	2/28/13		Not Started
9	Fiber build-out plan and implementation	9/1/10	5/31/12		Not Started

Scope Status
Three "big" specific applications-driven areas have emerged: (i) Systems Biology, (ii) Energy, Climate and the Environment and (iii) Medical Informatics. The research in each of these areas involves the application of high-performance computational tools for which the MGHPCC infrastructure will be well-suited. In addition to these application areas the main thrust of MGHPCC collaborations will center on the computational, storage, and networking system infrastructure connected with High Performance Computing. The HPC collaborative research projects that are being contemplated include: <ul style="list-style-type: none"> <li>Virtualization</li> <li>Green computing</li> </ul>
Budget/Resources Status
The current project cost is estimated at approximately \$95M, increased from \$83M, based on additional participation by Harvard in membership.
Sponsor Relationship Status
Claude participates in the Operating Committee as a representative from MIT. The sponsor is currently satisfied with the progress the team has made to date.
Project Timeline Status
Timeline has been developed. However, the overall timeline is still fluid based on external factors.

**499 OI: MITSIS/UA/IDD Infrastructure Upgrades**

**Execute & Control**

Last Updated

4/19/11  
4:07:28 PM

Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
<p>The project exists to capture the work ongoing in the MITSIS, Undergraduate Admissions, and IDD environments related to upgrading that infrastructure, including:</p> <ul style="list-style-type: none"> <li>- Retirement of legacy F5 load balancers and migration to newer equipment.</li> <li>- Retirement of legacy back-end network and bonded network driver.</li> <li>- Introduction of virtualization.</li> <li>- Retirement of legacy OS platforms (Solaris and RHEL4).</li> </ul> <p>in order to bring these environments into compliance with our current operational standards.</p>		
Core Team		
Project Manager	Project Sponsor Mark Sillis	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
AS, ES, SE	AS, ES, SE	
Key Dates		
	Original	Revised
Start Date	7/1/10	7/1/10
End Date	7/1/11	1/2/12

Key Milestones and Deliverables						
#	Name	Begin	Original End	Rev. End	Task Status	
1	Migrate dev ("earth") tier	7/1/10	10/1/10	10/1/10	Completed	
2	Migrate test ("sea") tier UA systems	1/3/11	4/1/11	4/1/11	Completed	
3	Migrate test ("sea") tier MITSIS systems	1/3/11	5/23/11		Overdue	
4	Migrate test ("sea") tier IDD systems	1/3/11	5/16/11		Overdue	
5	Decommission legacy F5 and backend network	5/30/11	5/30/11		Overdue	
6	Migrate production ("sky") tier applications	6/1/11	8/1/11		Overdue	
7	Virtualize MITSIS DB servers	8/1/11	1/2/12		Not Started	

Scope Status
Scope remains well-understood, although some upgrades are being combined, for example, virtualization while moving to a newer OS platform.
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Timeline for completing migration of test tier slipped approximately one month due to lack of testing resources.



**498 OI: Remedy Change Management Implementation**

**Execute & Control**

Last Updated

7/21/11  
3:32:37 PM

Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
<p>This goal of this project is to explore the use of the BMC Remedy OnDemand Change Management module for use by IS&amp;T O&amp;I. Additional work includes exploration of the Asset Management, Incident Management, Problem Management, and Service Portfolio modules to assess how well they meet our existing needs with an eye towards future implementation.</p> <p>Having completed our proof-of-concept, we've chosen to move forward with the Remedy tool for managing our change processes, have completed a purchase, and are engaging in implementation tasks.</p>		
Core Team		
Project Manager Garry Zacheiss	Project Sponsor Mark Silis	
IS&T Organizational Dependencies		
Dependencies DM, CS, OI, Admin	Handoffs DM, CS, OI, Admin	
Key Dates		
	Original	Revised
Start Date	3/1/11	3/21/11
End Date	12/31/11	10/5/11

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Evaluate Change Management module	3/21/11	5/2/11	5/2/11	Completed
2	Explore Asset Management functions	4/8/11	5/2/11	5/2/11	Completed
3	Explore Service Desk functions	4/8/11	5/2/11	5/2/11	Completed
4	Make "Go/No-Go" decision	5/6/11	5/6/11	5/6/11	Completed
5	Negotiate pricing	5/6/11	6/10/11	5/16/11	Completed
6	Execute PO	6/10/11	6/29/11	5/27/11	Completed
7	Vendor-led "On-boarding" process	7/1/11	10/5/11		Overdue
8	Map key O&I business processes	7/14/11	9/1/11		Overdue
9	Implement VPN tunnel	7/18/11	7/27/11		Overdue
10	Implement LDAP synchronization	7/27/11	8/8/11		Overdue
11	Implement Single Sign-On	7/27/11	8/9/11		Overdue
12	Vendor on-site for training, templating	8/9/11	8/9/11		Overdue
13	Configure standard Change templates	8/15/11	8/31/11		Overdue
14	System testing	9/1/11	9/8/11		Overdue
15	User acceptance testing	9/8/11	9/19/11		Overdue
16	Sign-off for service readiness	9/23/11	9/23/11		Overdue
17	Vendor transports final configuration to production	9/26/11	9/26/11		Overdue
18	Vendor training	9/27/11	10/5/11		Overdue
19	O&I teams begin use	10/5/11	10/5/11		Overdue

Scope Status
<p>We've chosen to scope this project very carefully, limiting the official implementation target to the change management module, but doing sufficient due diligence that we will end the project with certainty that we could do deploy the overall product stack if we chose to do so.</p>
Budget/Resources Status
<p>Estimated FTE is approximately 0.5 FTE (across a project team of approximately 7 people) for the duration of the PoC.</p> <p>For implementation, FTE is approximately 1.5 FTE, distributed across all of O&amp;I, as teams are trained and begin to incorporate the tool into their daily work.</p>
Sponsor Relationship Status
Project Timeline Status

**460 OI: Review DITR Service Models**

**Execute & Control**

<b>Last Updated</b>		<b>Timeline Status</b>	<b>Scope Status</b>	<b>Budget Status</b>	<b>Sponsor Status</b>
9/26/11 10:05:36 AM	Current				

Project Information		
Update service models for Distributed Information Technology Resources including review of Admin desktop renewal and asset disposal process		
Core Team		
Project Manager Anne Silvester	Project Sponsor Mark Silis	
IS&T Organizational Dependencies		
Dependencies OI	Handoffs OI	
Key Dates		
	Original	Revised
Start Date	7/1/10	7/1/10
End Date	6/30/11	7/2/12

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Implement asset disposal process	7/1/10	9/17/10	9/17/10	Completed
2	Admin desktop renewal program review	7/1/10	1/3/11		Overdue
3	Develop new support model for managed desktop clients	7/1/10	9/21/10	9/21/10	Completed
4	Move all windows servers currently managed by DITR to Server Operations	7/1/10	9/30/10		Overdue
5	Beta test new support model for managed desktops	10/1/10	12/31/10	6/30/11	Completed
6	Convert all IS&T managed Windows desktops to Win Domain	10/1/10	12/31/10		Overdue
7	Deploy new managed desktop model to new customers	10/3/11	7/2/12		Not Started
8	Begin converting existing customers to new model or a mix where appropriate	8/1/11	7/2/12		Not Started

Scope Status
The scope of this project is to; improve efficiencies and customer satisfaction for our desktop support customers, create clear, efficient guidelines for the Admin Desktop Renewal program and initiate secure disposal of all discarded assets.
Budget/Resources Status
On target
Sponsor Relationship Status
On Track
Project Timeline Status
The roll out of the new IS&T model has slipped by 4 weeks.

**410 OI: Sumprop port to Linux Close**

<b>Last Updated</b>		<b>Timeline Status</b>	<b>Scope Status</b>	<b>Budget Status</b>	<b>Sponsor Status</b>
8/20/10 11:33:17 AM	Current				

Project Information		
The Sumprop application is the last remaining application on the MIT mainframe. The mainframe has been outsourced to Blue Hill Data Systems as a cost saving measure. Moving the sumprop application to Linux would have a 1-2 year pay back plus efficiencies in maintaining.		
Core Team		
Project Manager Anne Silvester	Project Sponsor Theresa Regan	
IS&T Organizational Dependencies		
Dependencies Admin	Handoffs OI	
Key Dates		
	Original	Revised
Start Date	8/13/09	8/3/09
End Date	6/30/10	6/30/10

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Plan migration	8/3/09	9/3/09	11/2/09	Completed
2	Build dev & prod servers	9/15/09	4/1/10		Overdue
3	Export DB2 database load into ORacle	10/15/09	11/16/09	11/25/09	Completed
4	Test	2/1/10	4/30/10		Overdue
5	Create batch jobs	12/1/09	1/29/10		Overdue

Scope Status
The larger project is run by VPF and the contractor who originally developed the Sumprop application has been hired to port the application to Linux.
The scope of this project for IS&T includes the FTE for planning, building new servers, working with the mainframe outsourcer to export the current data and working with the consultant to reverse engineer the current application. The \$180,000 cost for the consultant and non IS&T headcount are not included.
Budget/Resources Status
SWEB \$22,848
Sponsor Relationship Status
On track. Theresa continues to endorse and support this project.
Project Timeline Status
On track.

**483 OI: Ubiquitous Indoor Coverage of Mobile/Cellular Services**

**Execute & Control**

<b>Last Updated</b>	<b>Timeline Status</b>	<b>Scope Status</b>	<b>Budget Status</b>	<b>Sponsor Status</b>
4/13/11 4:25:28 PM	Current			

Project Information		
Plan, prepare for and coordinate installation of equipments and network throughout the buildings used by MIT in Cambridge area to provide indoor coverage for cellular and mobile signals.		
Core Team		
Project Manager Taeminn Song	Project Sponsor Terry Stone	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
OI	OI	
Key Dates		
	Original	Revised
Start Date	7/1/10	6/1/10
End Date	8/31/13	12/2/13

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Develop business concepts and possible models	7/1/10	10/29/10	10/29/10	Completed
2	Develop/Negotiate contract	7/1/10	12/31/10	12/31/10	Completed
3	Contract/Agreement on DAS with AT&T	12/31/10	12/31/10	12/31/10	Completed
4	Survey buildings and develop preliminary plan for implementation	10/1/10	2/28/11	1/31/11	Completed
5	Phase 1 Survey and Data Collection	10/1/10	1/31/11	1/31/11	Completed
6	Phase 1 Design and Review	2/1/11	7/29/11		Overdue
7	Phase 1 Construction and Installation	1/3/11	10/31/11		In Progress
8	Phase 1 On-air Optimization	2/1/12	2/29/12		Not Started
9	Phase 1 Complete	2/29/12	2/29/12		Not Started
10	Phase 2 Survey and Data Collection	2/1/11	9/30/11		Overdue
11	Phase 2 Design and Review	2/1/11	10/31/11		Not Started
12	Phase 2 Construction and Installation	10/3/11	9/28/12		Not Started
13	Phase 2 On-air Optimization	9/3/12	10/30/12		Not Started
14	Phase 2 Complete	10/30/12	10/30/12		Not Started
15	Phase 3 Survey and Data Collection	1/1/13	4/30/13		Not Started
16	Phase 3 Design and Review	5/1/13	7/31/13		Not Started
17	Phase 3 Construction and Installation	6/3/13	9/30/13		Not Started
18	Phase 3 On-air Optimization	9/2/13	10/31/13		Not Started
19	Phase 3 Complete	10/31/13	10/31/13		Not Started
20	Project Review and Close-out	11/1/13	12/2/13		Not Started
21	HeadEnd Design and Construction	6/1/10	1/31/11		Overdue

Scope Status
MIT provides project coordination. Installation and maintenance are to be done by the contract party and its vendor.
Budget/Resources Status
Sponsor Relationship Status
Positive.
Project Timeline Status
On schedule so far. Very aggressive schedule but AT&T wants to push the limit per their interest and visibility.

**494 OI: Unity Transition**

**Execute & Control**

<b>Last Updated</b>		<b>Timeline Status</b>	<b>Scope Status</b>	<b>Budget Status</b>	<b>Sponsor Status</b>
<b>4/25/11 3:57:27 PM</b>	<b>Current</b>				

Project Information		
The project encompasses migrating the MIT Community from legacy Octel and current iPeria and Sylanro users to the new Cisco Unity service for phone and voicemail.		
Core Team		
Project Manager	Project Sponsor	
Dennis Baron	Mark Silis	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
SE, CS, OI	CS, OI	
Key Dates		
	Original	Revised
Start Date	1/3/11	1/3/11
End Date	6/30/11	8/31/11

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Install Servers	1/3/11	2/28/11	1/3/11	Completed
2	System Integration	2/1/11	2/28/11	2/1/11	Completed
3	Pilot with 5ESS User	3/1/11	3/31/11	4/29/11	Completed
4	Documentation and Training	2/1/11	3/31/11		Overdue
5	Provisioning Integration	3/1/11	3/31/11		Overdue
6	Email Integration	3/1/11	3/31/11	3/31/11	Completed
7	5ESS Transitions	4/1/11	6/30/11		Overdue
8	OpenSER Transitions	7/1/11	7/29/11		Overdue
9	Sylanro Transitions	5/2/11	8/31/11		Overdue

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status
Transition from Iperia not expected to be completed until FY12Q1.

**462 OI: Virtual Desktop**

**Execute & Control**

<b>Last Updated</b>		<b>Timeline Status</b>	<b>Scope Status</b>	<b>Budget Status</b>	<b>Sponsor Status</b>
<b>4/19/11 3:05:39 PM</b>	<b>Current</b>				

Project Information		
Virtual desktop anytime anywhere, providing efficient and secure support for MIT's administrative and centrally managed academic computing environment.		
Core Team		
Project Manager	Project Sponsor	
Garry Zacheiss	EVP	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
OI	OI	
Key Dates		
	Original	Revised
Start Date	10/1/10	9/1/10
End Date	6/30/11	12/30/11

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Secure VMware licensing	9/1/10	9/30/10	9/30/10	Completed
2	Complete initial infrastructure and small pilot testing	10/1/10	4/1/11	4/1/11	Completed
3	Upgrade to VMware View 4.6	3/1/11	3/15/11	3/15/11	Completed
4	Build out future production infrastructure	4/1/11	5/2/11		Overdue
5	Roll out to IS&T internal testers	5/2/11	6/30/11		Overdue
6	Roll out to community pilot participants	7/1/11	12/30/11		Not Started

Scope Status
Budget/Resources Status
FY11 budget: \$150,000 capital (software licensing/acquisition) \$37,500 SWEB (9 months, 0.5 FTE)  Total budget: \$450,000 capital (3 year software license agreement)
Sponsor Relationship Status
Project Timeline Status
An additional delay in this project was encountered due to discovering that VMware View 4.5 did not support secure tunneling of PCoIP protocol connections via the View Connection Broker. This support was available in View 4.6; we were able to participate in the beta process for that release, and upgrade our testing environment when it was released.  Currently we are declaring the initial proof-of-concept a success and building out a new environment to be production with the following changes:  - Residing on high-end storage to support more simultaneous users.  - Integrated with WIN (not WIN-DEV) production AD domain.  with a goal of being able to support 10-20 simultaneous users as part of an IS&T internal pilot.

**450 SE: IDD Application Server Upgrade**

		<b>Last Updated</b>	<b>Timeline Status</b>	<b>Scope Status</b>	<b>Budget Status</b>	<b>Sponsor Status</b>
<b>Close</b>	<b>1/24/11 11:59:47 AM</b>	<b>Current</b>				

Project Information		
Info not provided		
Core Team		
Project Manager	Project Sponsor	
Rich Murphy	Kevin Lyons	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
OI	OI	
Key Dates		
	Original	Revised
Start Date	7/1/10	8/5/10
End Date	6/30/15	12/31/10

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Implementation	8/5/10	12/31/10		Overdue

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status

**482 SE: IS&T Website Redesign and Service Catalog**

**Execute & Control**

Last Updated

7/20/11  
5:05:56 PM

Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
IS&T Website Redesign and Service Catalog		
Project Summary		
<p>The IS&amp;T Website Redesign and Service Catalog Project team will hire someone to redesign and develop templates for our website and service catalog in Drupal. The purpose of the site is to help the MIT community understand, get, and use IS&amp;T services. The website will also help to expand the IS&amp;T brand that promotes MIT's commitment to excellence. IS&amp;T is a service organization. Our website's look and feel should embody and directly reflect our mission of service provider and our vision of making IT easy for our customers and ourselves. It should support our vision of self-service. It should reflect the major themes of automation, mobility, simplification, de-customization, and removing pain points. The site's look and feel/design should focus on "What members of the MIT community want from IS&amp;T." The site design should revolve around the service catalog.</p>		
Core Team		
Project Manager	Project Sponsor	
Rich Murphy	Marilyn T. Smith & Barbara Goguen	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
SE, CS	SE, CS	
Key Dates		
	Original	Revised
Start Date	11/1/10	11/1/10
End Date	3/23/12	3/20/12

Key Milestones and Deliverables					
#	Name	Begin	Original End	Rev. End	Task Status
1	Project Start	11/1/10	11/1/10	11/1/10	Completed
2	Define Steering Committee	12/1/10	12/1/10	12/1/10	Completed
3	Project kickoff with Steering Committee	1/27/11	1/27/11	1/27/11	Completed
4	Define Service Catalog	12/13/10	12/13/10	12/13/10	Completed
5	Create/Update Service Catalog	1/3/11	1/3/11	4/22/11	Completed
6	RFP out to design firms	12/6/10	12/6/10	12/6/10	Completed
7	RFP back from design firms	1/14/11	1/14/11	1/14/11	Completed
8	Design firm selection	1/28/11	3/31/11	3/31/11	Completed
9	Complete all requirement gathering meetings	4/4/11	4/29/11	4/29/11	Completed
10	Present and review creative brief and personas	5/2/11	5/20/11	5/4/11	Completed
11	Sign off on personas	5/23/11	5/23/11	5/12/11	Completed
12	Present sitemap and homepage wireframes	5/23/11	6/29/11	5/25/11	Completed
13	Test wireframes in usability lab	7/4/11	8/5/11	6/1/11	Completed
14	R01: Design	8/11/11	8/11/11		Overdue
15	R01: Design Feedback	8/11/11	8/19/11		Overdue
16	R02: Design	8/22/11	9/7/11		Overdue
17	R02: Usability	9/8/11	9/14/11		Overdue
18	R03: Design	9/15/11	9/28/11		Overdue
19	R03: Design Feedback	9/29/11	10/3/11		Overdue
20	R04: Final for review	10/4/11	10/19/11		Overdue
21	R04: Final Edits	10/20/11	10/28/11		Not Started
22	Final Design for sign off	10/31/11	11/3/11		Not Started
23	Sign Off	11/4/11	11/10/11		Not Started
24	Style Guide Delivered	11/11/11	11/24/11		Not Started
25	Development begins	12/1/11	2/6/12		Not Started
26	User Testing/Training	2/7/12	2/28/12		Not Started
27	Content Load/Data Migration	2/29/12	3/19/12		Not Started
28	Site Launches	3/20/12	3/20/12		Not Started

Scope Status
Scope was increased to include analysis of the best location for "How To" and "User Generated" content.
Budget/Resources Status
Moth Design submitted a proposal \$85,500. There has been a subsequent increase in scope and budget of \$4,500. Bringing the total vendor cost to \$90,000. I feel we are still within the original estimate of \$125,000 which includes IS&T personnel time. We are examining the option and cost of adding a writing resource to the project.
Sponsor Relationship Status
Project Timeline Status
We feel we have a solid time line although it is extremely tight.

**517 Workflow & Assignment Revision Project (WARP)**

Execute & Control

Last Updated

10/20/11  
10:43:30 AM

Current

Timeline Status	Scope Status	Budget Status	Sponsor Status

Project Information		
Info not provided		
Core Team		
Project Manager	Project Sponsor Stu Schmill	
IS&T Organizational Dependencies		
Dependencies	Handoffs	
ES	ES	
Key Dates		
	Original	Revised
Start Date	7/5/11	7/5/11
End Date	6/30/12	6/30/12

Key Milestones and Deliverables						
#	Name	Begin	Original End	Rev. End	Task	Status

Scope Status
Budget/Resources Status
Sponsor Relationship Status
Project Timeline Status