

UNIVERSITY OF DENVER  
DIVISION OF BUSINESS AND FINANCIAL AFFAIRS  
Project Portfolio

New Initiatives Portfolio - Active Projects  
June 4, 2008

Status 0 - Planning 1 - Proposal 2 - Implementation 3 - Project Deployment 4 - Complete 5 - On Hold	Initiative Title	Department	Initiative Leader	Target/Actual Start Date	Target/Actual Completion Date	Current Status & Notes (monthly ATIG update)
<b>0 - RESEARCH &amp; PLANNING PHASE</b>						
0 - Research & Planning	Facilities Document Management and Archival Initiative	Facilities	David White	5/8/2008	6/31/08	5/27/08: Proposal to be sent to reviewers pending feedback from project sponsor
0 - Research & Planning	Intellectual Property Management System	Office of Intellectual Property & Technology Transfer	Carly Pavelka	6/15/2008	TBD	5/27/08: Pending completion of proposal
<b>1 - PROPOSAL PHASE</b>						
1 - Proposal	DU Bookstore Computer Center Facebook Page	Bookstore	Donovan Dowling	TBD	5/1/2008	5/27/08: The contract is being reviewed by University Counsel
1 - Proposal	Xerox Copier	Quick Copy	Gina Harris	4/28/2008	5/5/2008	5/19/08: The Minolta Color copier will be removed and the new plug for the DC242 will be installed on June 13.
1 - Proposal	Optimal Resume	Student Life - Career Center	Mary Michael Hawkins	6/16/2008	7/30/2008	5/19/08: The contract is being reviewed by University Counsel
1 - Proposal	Nagel Hall security system	Student Residences	Mike Hiskey	5/1/08	7/15/2008	4/28/08: On-site training/configuration is scheduled for the first week of August
1 - Proposal	HR Workflow	HR/Payroll Banner Team	Dick Gartrell & HR/Payroll Banner Team	7/1/2006	TBD	5/27/08: MHOT proposed process has been finalized. The next step is to build the workflow for the process
<b>2 - IMPLEMENTATION PHASE</b>						
2 - Implementation	WinPrism System Accounts Receivable and Membership Module Update	Bookstore	Dave Hoyt	3/15/2008	4/15/2008	5/27/08: Accounts Receivable module implemented 5/1/08; definition of the membership program is in progress
2 - Implementation	Textbook Express	Bookstore	Tristy Hillestad	2/1/2008	3/30/2008	5/19/08: Reviewing alternatives to implement Textbook Express without using term codes
2 - Implementation	Digital Video Recording Update	Campus Safety	Capt. Steven Fay	11/12/2008	7/30/2008	4/28/08: Head-end/administrative hardware and approximately one-third of the new DVRs have successfully been installed.
2 - Implementation	ProCare Database	Fisher Early Learning Center	Marcee Martin	1/5/2008	5/1/2008	4/22/08: project delayed; intend to add student information to database in May or June
2 - Implementation	Work order system & Preventive Maintenance implementation (Maximo conversion)	Facilities	Jeff Bemelen & Scott Schrage, David White	5/1/2005	7/1/2007	4/28/08: Continuing to move forward operationally
2 - Implementation	ACH Vendor Payments process	Purchasing	Scott Holtz	1/9/2008	8/1/2008	4/28/08: Testing will continue with six vendors that are scheduled to have payments processed in mid-April; a letter is being created to include with check payments beginning May 15 for one month
<b>3 - PROJECT DEPLOYMENT</b>						
3 - Project Deployment	Continuity Planning Web Tool	Business and Financial Affairs	Scott Wiggans	12/1/2007	7/1/2008	4/22/08: Infrastructure groups are updating their departmental Business Continuity Plans in the web tool. Other key units will follow over the next few months as part of the annual update process. Several product enhancements have been prioritized into a Phase II release likely in the summer.
3 - Project Deployment	Content Management System (CMS) - Serena Collage	Communications & Marketing and UTS	Yvonne Carlson	4/1/2007	TBD	3/5/08: Working with AHSS, GSSIS, and GSSW to complete a full website redesign and add websites to Serena Collage; beginning discovery phase with other units which will include a project brief and plan. A homepage redesign is also in the planning phase.
3 - Project Deployment	Research Compliance Database	ORSP	Fran Simpson-Solano Syk Sotto	1/29/2007	6/1/2008	8/22/07: The e-protocol initiative is live and training is being delivered to end users; all research protocol applications will be entered into the system, at the point of annual reviews, by June 2008
<b>4 - COMPLETED PROJECTS FY08</b>						
4 - Complete (FY08)	Regulatory and Research Ethics Web based education	Office of Research & Sponsored Programs Environmental Health & Safety Penrose Library	Syk Sotto Chris Short	3/24/2008	4/22/2008	4/2/08: Implementation of the web tool is in process
4 - Complete (FY08)	Electronic Data Transfer - LSAC application into Banner	College of Law	Wende Best Conway	Summer 2005	11/1/2007	11/16/07: Project completed; currently using the program to load electronic admission applications from LSAC into Banner through NOLJ
4 - Complete (FY08)	Performance Evaluation and Development System (PEDS)	HR	Dick Gartrell	5/31/2007	10/19/2007	10/22/07: The 2007/2008 performance review forms have been created; all divisions will use PEDS for 2007/2008 performance reviews; online training is currently available
4 - Complete (FY08)	Pointstreak Hockey Scoring	Athletics and recreation	Stuart Halsall	9/6/2007	9/19/2007	9/19/07: Unit has been delivered to DU and ready for use
4 - Complete (FY08)	Crisis Communication	Risk Management and UTS	Ellen Shew-Holland Ken Stafford	8/6/2007	9/5/2007	9/21/07: System activated on Sept 5 and available for the DU Community to add contact information through MyWeb
4 - Complete (FY08)	DU Careers Online	Student Life - Career Center	Mary Michael Hawkins	7/13/2007	8/10/2007	8/22/07: System live as of 8/10/07
4 - Complete (FY08)	Active Admissions (Liquid Matrix)	Admissions	Tom Willoughby; Chris Liberti	7/3/2006	7/23/2007	7/23/07: New website is live; admissions will pursue site enhancements; project is complete
<b>4 - COMPLETED PROJECTS FY06 - FY07</b>						
4 - Complete (FY07)	Power Park Flex system upgrade	Campus Safety	Don Enloe, Rex Beauchamp	1/8/2007	5/8/2007	5/22/07: Project completed as of 5/8/07 with the launch of parking permits online sales
4 - Complete (FY07)	Tender Retail - Credit Card Conversion	Bookstore	Tristy Hillestad	3/14/2007	4/3/2007	4/3/07: all credit card transactions transmitted correctly; project complete
4 - Complete (FY07)	TeleCheck Services	Bookstore	David Hoyt	1/24/2007	2/1/2007	2/5/07: Project completed as of 2/1/07
4 - Complete (FY07)	QAS - Alumni Address Quality and Verification	University Advancement	Lori Stirling	10/22/2006	11/1/2006	1/25/07: project completed as of 11/1/06
4 - Complete (FY07)	Labels for copy jobs	Quick Copy	Ed Calmus & Gina Harris	6/29/2006	1/19/2007	1/23/2007: Project completed

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4 - Complete (FY07)	Package Scanning	Mail Services - Central Receiving	Ed Calmus & Gina Harris	10/15/2006	12/15/2006	1/12/2007: Project has been completed.
4 - Complete (FY07)	Loan Management System	Bursar's Office	Janet Burkhardt	7/14/2006	12/6/2006	1/9/2007: Projected completed in Dec as planned.
4 - Complete (FY07)	Pioneer Card conversion (from ADI interface to IPS)	Bookstore	Tristy Hillestad	6/1/2005	9/25/2006	2/5/07: Project completed as of 9/25/06.
4 - Complete (FY07)	Internet payment on ID card Flex (through JSA web portal)	Bursar's Office	Janet Burkhardt	6/8/2006	8/31/2006	1/9/2007: The project was completed in late August and is currently live.
4 - Complete (FY07)	Audit Control Language - ACL project	Internal Audit	Issah Yakubu	7/15/2006	7/31/2006	1/23/2007: Software installed as of July 2006 and project completed.
4 - Complete (FY06)	HR Workflow - Background Checks	HR/Payroll Banner Team	Dick Gartrell & HR/Payroll Banner Team	2/1/2006	3/1/2006	1/19/2007: Project was completed in March 2006
4 - Complete (FY06)	Campus Safety Hardware Upgrade	Campus Safety	Don Enloe, Rex Beauchamp	3/1/2006	5/1/2006	5/1/06: project is complete. Hardware is installed and configurable.
4 - Complete (FY06)	Merit Pay management system	HR/Payroll Banner Team	Dick Gartrell	5/31/2005	2/1/2006	3/24/06: Project completed with "post-mortem". Project data validated as complete on 2/1/2006 (official complete date). No costs; all internal resources.
4 - Complete (FY06)	Vending machine card swipes	Pioneer ID Card	Janet Burkhardt	3/31/2005	9/1/2005	9/1/05: Project completed
4 - Complete (FY06)	Health Waiver System	Bursar's Office	Janet Burkhardt	1/15/2005	7/6/2005	5/17/06: The project is complete. Only internal resources and existing functionality was used for project; therefore, the project is allocated at 0\$.
4 - Complete (FY06)	Mail Metering Equipment Upgrade	Purchasing	Ed Calmus	1/1/2005	7/1/2005	8/3/2005: This project is complete.
<b>4 - COMPLETED PROJECTS - before FY06</b>						
4 - Complete (prior to FY06)	Online Alumni Communication Services	Univ Advancement - Alumni	Steve Calvert & Rob Revitte		6/3/2005	5/5/2005: This project is complete. 12/15/2004 Ph I review completed; entering contract negotiation phase (Jan 2005)
4 - Complete (prior to FY06)	Credit Card authorization conversion	Bookstore	Tristy Hillestad & Barry Cirillo		5/1/2005	8/2/2005: The project is complete. 5/22/06: eb - Bookstore (Tristy) confirmed this was a 0\$ project.
4 - Complete (prior to FY06)	Wireless/Laptops - Patrol Vehicles	Campus Safety	Don Enloe & Rex Beauchamp	2/1/2005	5/1/2005	9/1/2005: This project is complete.
4 - Complete (prior to FY06)	Electronic student refunds	Bursar's Office	Joe Benson	11/30/2004	2/15/2005	5/22/06: The first live deposit occurred on February 15, 2005. Both students and staff now have the ability to receive funds from A/P via direct deposit. This is a 0\$ cost project (validated with JB on 5/22/06)
4 - Complete (prior to FY06)	Accounts Payable Interface	Bookstore	Tristy Hillestad & Dave Hoyt	12/1/2004	1/2/2005	11/29/05: project is completed.
4 - Complete (prior to FY06)	Tuition Management Systems (bill payment)	Bursar's Office	Joe Benson	4/8/2004	12/1/2004	5/24/06: no initial costs; O&M validated with JB
4 - Complete (prior to FY06)	WebPark Implementation	Parking	Don Enloe & Rex Beauchamp	10/1/2003	12/1/2004	12/1/04: This project is complete.
4 - Complete (prior to FY06)	PO Invoice Imaging	Purchasing	Ed Calmus	3/1/2004	10/1/2004	10/1/2004: The project review is completed. Technology for PO Invoice Imaging is available to all divisions and departments. Departmental adoption and processes are implemented and managed at departmental levels.
4 - Complete (prior to FY06)	PeopleAdmin (HR applicant tracking system)	Human Resources	Dick Gartrell	7/12/2004	9/7/2004	9/7/04: This project is complete.
4 - Complete (prior to FY06)	ID Works upgrade (from Quickworks)	Pioneer ID	Janet Burkhardt		8/14/2004	8/14/04: This project is complete.
4 - Complete (prior to FY06)	Wells Fargo Cashed Check Download	Purchasing	Ed Calmus		8/1/2004	5/24/06: no initial or O&M costs; validated with EC
4 - Complete (prior to FY06)	WinPrism POS + Inventory	Bookstore	Tristy Hillestad	8/1/2000	10/1/2001	8/2/2005: This project is complete (AP interface in implementation).
<b>5 - ON HOLD PROJECTS</b>						
5 - On Hold	Course Catalog	Bookstore	Tristy Hillestad	TBD	TBD	1/9/08: project will move forward once Textbook Express initiative is completed (target 3/08)
5 - On Hold	Mail Recharges Automation	Mail Services	Ed Calmus	TBD	TBD	3/29/07: proposal on hold pending new director
5 - On Hold	Online Time Entry	HR/Payroll Banner Team	Paul Wilson	TBD	TBD	3/29/07: Project on hold until summer due to the Deferred Pay project taking priority
5 - On Hold	Executive Dashboard	BFA - Division	Craig Woody	TBD	TBD	1/27/06: pending updated SCT/SunGard data warehouse initiative
5 - On Hold	Web Parking Event Management (Phase 1 - web interface)	Campus Safety	Don Enloe, Rex Beauchamp	TBD	TBD	5/22/06: long term solution still under research
5 - On Hold	Banner Endowment	Controller	Margaret Henry & Mark Jones	TBD	TBD	
5 - On Hold	Contract Management system	BFA Division (Facilities initiated)	Allan Wilson	TBD	TBD	8/28/06: the contract functionality will be available in the next version of Maximo.