

Monthly Executive Status Report – September 2009 <i>IT Realignment (Directive 1)</i> <i>Report Prepared By: Duane Starkey & David Dudding</i>	<i>Program Champion:</i>	<i>President McDavis</i>
	<i>Executive Sponsor:</i>	<i>J. Brice Bible,</i>
	<i>OHIO Program Directors:</i>	<i>Duane Starkey David Dudding</i>

Highlights

- Project Startup Activities
 - Development of IT Realignment project web site
 - Implemented portal page for requesting realignment assistance and providing project feedback
 - Kickoff meeting with project planning team
- Proposed Memorandum of Understandings (MOU) distributed to 17 planning units operating servers
 - Outlined interim project understands related to the Directive One activities
 - Lists 38 IT staff, identified through survey, as having Directive One job responsibilities
- Detailed server data gathering
 - Completed university-wide network security scan and priority scoring of servers
 - Completed and distributed detailed server spreadsheet questionnaire
 - Kickoff meeting with Distributed Server Technology Leads
- Started detailed planning with College of Osteopathic Medicine on realignment of networking and other IT services
- CIO continuing with follow-up meetings with planning unit leadership on realignment activities

Communication Log

- Cover memo and proposed MOU distributed to planning units
- Email to distributed IT staff on Human Resources role in overseeing staff realignments
- Kickoff meeting with Departmental Server Technology Leads
- Project update at Information Technology Advisory Council meeting
- Kickoff meeting with Realignment Project Team

Upcoming Events

- September 22nd - Overview presented to ITAC
- October 6, 2009 – Advisory meeting with University Human Resources
- October (TBD) – Advisory meeting with University Budget Planning
- October 22, 2009, Deadline for return of detailed server information Questionnaires

Program Schedule – 2% Completed



On schedule

Summary of Upcoming Major Milestones – includes next month's detail		
Transition Schedule Summary	Target Timeframe	Status
IT Task Force	Dec 08	Complete
Conduct detailed IT assessment	Spring 09	Complete

Summary of Upcoming Major Milestones – includes next month’s detail		
Presidential Directive	Aug 09	Complete
Development OHIO IT Realignment Strategy	Summer 09	Complete
CIO/Planning Unit Head meetings	Aug-Sep 09	In Progress
Establish organizational structure	Aug 09	In Progress
Establish departmental IT services liaisons	Aug 09	In Progress
Establish Server Technology Leads Team	Sep 09	Complete
Collection of Detailed Server Information	Sep-Oct 09	In Progress
Develop server migration methodology	Oct- Nov 09	In Progress
Team meetings with Lead Departments	Sep-Oct 09	In Progress
Migrate high priority servers	Sep - Dec 09	In Progress
Detailed Implementation Plan	Nov 09	In Progress
Migrate Departmental Servers	Sep – Jun 10	In Progress
Staff realignment finalization for Directive 1	Jun10	Not started
Mature Operational & Service Level Agreements	FY 09-10	In Progress

Program Budget



On budget

	Allocated Budget	Expensed to Date	Budget Remaining	Estimated Savings
Realignment Services	TBD (OIT project funds)			
Training	TBD (OIT project funds)			
Infrastructure	TBD (OIT project funds)			
New Licensing	TBD			
Realignment of Staff	TBD			
Total Project	TBD			

Monthly Progress and Status Summary



Within scope

- Proposed Memorandum of Understandings (MOU)** - distributed to all 17 planning units
One department has signed their MOU; three have proposed revisions to MOU.
- Detailed Server Questionnaire** - A spreadsheet based questionnaire was developed for data collection and loading server information into a configuration management database system. This information will be used to develop the server realignment plan.
- Server Technical Lead Team** – Initial meeting with the team to facilitate and coordinate the collection of the 350+ detailed server questionnaires needed to develop the realignment strategy.
- Network-wide Security Scan** - OIT Security Office has completed a network-wide security scan and assigned priority scoring for distributed servers.

5. **Project Communications** - Project web site under development and web base realignment issue submission portal and tracking system launched.
6. **CIO – Planning Unit Head Meetings** – conducted throughout August and September 2009.

Completed

- a. College of Osteopathic Medicine
- b. College of Arts and Sciences
- c. Enrollment Management/Provost
- d. Library
- e. College of Engineering and Technology
- f. Voinovich School
- g. College of Health and Human Services
- h. College of Business
- i. Student Affairs
- j. Regional Higher Education/Outreach

Server Migration Status



On schedule

(note: does not include servers previously realigned through prior collaborative initiatives, i.e. F&A)

	Initial Meeting (department head)	Security Assessment	Team Activity	Detailed Server Inventory	Detailed Migration Plan	Server Status C:server count D:decommissioned M:migrated	Identified Savings
College of Engineering	✓	✓	✓			C: 36 D: M:	
College of Osteopathic Medicine	✓		✓			C: 24 D: M:	
Library	✓	48%				C: 21 D: M:	
Enrollment Management	✓		✓			C: 21 D: M:	
College of Arts and Sciences	✓		✓			C: 36 D: M:	
Vice President for Research	✓					C: 2 D: M:	
Finance and Administration & (H.R.)		22% 17%				C: 4 D: M:	
College of Fine Arts						C: 12 D: M:	
College of Education		57%				C: 2 D: M:	
Scripps College of Communication		74%				C: 34 D: M:	
College of Health and Human Services	✓					C: 8 D: M:	

Campus Recreation	✓					C: 5 D: M:	
WOUB						C: 40 D: M:	
College of Business	✓					C: 16 D: M:	
Student Affairs	✓					C: 4 D: M:	
Voinovich School	✓	70%				C: 13 D: M:	
University Outreach Regional Campuses	✓					C: 2 D: M:	
Chillicothe Campus						C: 11 D: M:	
Eastern Campus						C: 4 D: M:	
Lancaster Campus						C: 6 D: M:	
Southern Campus						C: 14 D: M:	
Zanesville Campus						C: 5 D: M:	
TOTAL						C: 320 D: M:	