

UW Enterprise IT Projects

Project Portfolio Executive Summary - December 31, 2020

Project	Sponsor	Oversight Level *	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Finance Transformation Combined Effort	--	3 - UW	(A)						\$60,499,000	\$269,246,000
Destination: One	Tim Dellit	3 - UW	(B)						\$128,149,000	\$159,500,000
Advancement CRM Replacement	Julie Brown Dan Peterson	3 - OCIO							\$2,358,000	\$4,000,000
Clinical Trials Management System	John Slattery	2 - UW	(B)						\$10,364,000	\$15,704,000
UWM Data Analytics Warehouse	Adam Wilcox	2 - UW	(B)						\$2,004,000	\$5,172,000
Continuum Online Apps	Marlon Buchanan	2-UW	<i>pause</i>						\$213,000	\$600,000
Campus Space Management Modernization	Tim Rhoads	2- UW							\$220,000	\$330,000
MSIM Online Program Management	Anind Dey	2 - UW							\$59,000	\$216,000
Transportation System Improvement Project	John Chapman	1 - UW	<i>Final</i>						\$3,301,000	\$3,401,000
Finance E-Commerce/Touchnet	Brian McCartan	1 - UW	<i>Final</i>						\$243,000	\$1,000,000
Public Records	Ann Anderson	1 - UW	(B)						\$379,000	\$887,000
EvanTEL	Alison Cullen	1 - UW	<i>New</i>						\$15,000	\$100,000
Gradescope	Aaron Timss	1 - UW							\$58,000	\$85,000
Audit/Compliance of Unstructured Network Data	Xiao-Ping Chen	1 - UW							\$59,000	\$60,000

14 projects

\$207.9M

\$460.3M

Notes:

(A) Details of the UWFT Core Project and Collaboration Partners are shown on a separate "Combined FT" Summary.

(B) COVID-19 has impacted four projects: D:1, DAWG, CTMS (all three due to resourced needed during peak of current surge), and Public Records (due to impact on vendor technical resources).



(over for Program Operations impacts)



Improvement over previous quarter



Setback from previous quarter

Program Operations	Executive Leadership	Major Projects Interdependencies Assessment		Note: ISC and UW-IT resources are tracked within the major projects' budgets
Integrated Service Center	Ann Anderson	UW Enterprise		<ul style="list-style-type: none"> • COVID-19 – ISC team members continue with support of COVID-19 related activities (e.g. benefit eligibility, payroll data corrections, over-payment monitoring, unemployment benefit verification, attestations, etc.) with some of the workarounds requiring manual actions which impacts our available resources. On standby for FFCRA-related configuration rollback. • UWNC/CUMG Project - Successful 1/1/21 go-live. Currently preparing for, and monitoring, first payroll activities. Many thanks to the broad team. • Financial Transformation - Key open questions around scope, schedule and budget with impacts to the ISC to be determined. • Reporting Adoption Project - A customer-focused, customer-driven project to improve functionality, efficiency and ease of using Workday HCM Reporting. Twenty two new reports developed, 53 existing reports being modified. This project has focused on the customer experience and includes customer testing and peer demos. Expected completion end of March. • Calendar Year End - An annual project to prepare and deliver tax accounting to university employees and benefit recipients in accordance with state and federal tax requirements. Year-end edit integrations were run, reviewed, and edited by ISC and downstream partners. W-2 data reconciled for mid-January publishing. • Open Enrollment for 2021 - Total submissions increased ~300 from last year, with additional ~3,000 eligible employees for a total of 14,634 submissions out of 36,597 eligible employees (40% submitted events). Introduced a new AWS phone system – customer callback functionality, improved metrics tracking, decreased dropped calls, reduced overall call volume (less need to hang up and call back later). 93% success rate with proactive outreach to employees wanting to add dependents – historically a pain point for employees.
UW-IT	Aaron Powell	UW Enterprise		<p>Critical operations in support of remote teaching, learning and research remain top priorities.</p> <ul style="list-style-type: none"> • UWNC integration project went live as planned on 1/1/21. • UWFT - For a third quarter, FT consuming significant capacity across all UW-IT that is not sustainable for the staff. Integrated schedule produced with FT and partners this quarter reveals significant amount of work likely to extend beyond current go-live timeline. UW-IT now focused on the work that needs to be done to refine estimates, schedules and budgets. Key open questions around scope and requirements remaining with FT. • ADV CRM - UW-IT development work completed by 11/30 as per MOU. Testing work currently being scoped and scheduled.

Completed Projects - Mar 31, 2020




Project	Sponsor	Oversight Level*	Go Live Date	Project Completion Date	Total Project Cost (\$K)
LQI	Susan Camber	2-UW		Aug, 2020	\$459,424

UW Enterprise IT Projects



* Oversight Level Key

1. Overseen by UW management and staff.
Requires OCIO approval and reporting if over delegated authority.
2. OCIO approval required and regular project reporting.
Quality Assurance (QA) reporting required, maybe internal or external.
OCIO may recommend project to be full Technology Services Board (TSB) oversight.
3. High severity and/or high risk, subject to full TSB oversight, which includes TSB approval, written reports to the TSB, periodic status reports to the TSB by the agency director and staff, and submission of other reports as directed by the TSB.
External QA reporting required.

* Project Health Key

-  Project is on time, on budget, and within defined scope, with minimal issues.
Overall Risk Rating of 5-10 is Green
-  Changes to scope, budget, or resources have placed project at some risk.
Project has the potential for delays, cost or scope changes.
Overall Risk Rating of 11-17 is Yellow
-  Major changes to scope, budget or resources have placed project at critical risk. One or more of the following must change in order to proceed: project schedule, resources, budget, scope.
Overall Risk Rating of 18-25 is Red

Project Portfolio Executive Summary - December 31, 2020

Finance Transformation Combined Effort										
Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Finance Transformation Combined Effort	--	UW	20	2	5	4	4	5	\$60,499,000	\$269,246,000
UW Finance Transformation Implementation	Mark Richards	Core Project	18	2	5	3	3	5	\$56,019,000	\$219,874,000
Collab Partner: IT Finance	Aaron Powell	UW-IT	18	2	5	3	3	5	\$2,733,000	\$20,619,000
Collab Partner: ORIS	Mary Lidstrom	Office of Research	15	1	3	3	4	4	\$659,000	\$13,511,000
Collab Partner: UW Medicine	Jacque Cabe Eric Neil	UW Medicine	20	1	5	5	4	5	\$848,000	\$4,088,000
Collab Partner: Finance Readiness Program	Ann Anderson	UW Enterprise Services	22	4	5	5	4	4	\$240,000	\$4,020,000
Unit Readiness	<i>Overall readiness of academic, medicine and administrative units</i>			<i>Piloting a unit readiness dashboard process that leverages unit readiness leads to track and status unit-level readiness</i>					\$0	\$0
Side System Remediation	<i>Overall status outside the Core Implementation Program and Collaboration Partners</i>			<i>Piloting a resource allocation process to engage units in determining scope of work and effort required for remediation efforts, at unit level</i>					\$0	\$7,134,000

Notes:

(A) Details of the UWFT Core Project and Collaboration Partners are shown on a separate "Combined FT" Summary.

Project Portfolio Executive Summary - December 31, 2020

Destination: One

Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Destination: One	Tim Dellit	3 - UW	13	4	2	2	2	3	\$128,149,000	\$159,500,000

Status
 The D1 program is currently at a status of yellow (at-risk). The D1 go-live was moved from 1/30/21 to 3/27/21 to reduce the risk of having the D1 go-live at the peak of the current COVID-19 surge. With this move the D1 team is working to complete planning around items that will be significantly impacted including training, activation, and readiness activities. The D1 team is working to complete all technical and system related work as originally planned so the go-live extension can be focused on ensuring the organization is ready for go-live. The highest risk areas to the program have all shown significant improvement: training registration has reached 96%, security validation by managers has reached 81%, and technical dress rehearsal (TDR) has achieved a 52% pass rate. With the go-live date move practitioner settings labs, treatment plan conversion, super user support shift scheduling and appointment conversion will be rescheduled closer to have maximum impact for end-users. Several other activities will continue with alterations or changes with detailed planning ongoing.

Risk Mitigation Activities
 1. Planning of activities surrounding 3/27 go-live date
 2. Security completion
 3. TDR completion
 4. Training completion and refresh planning
 5. Activation Planning

High Level Timeline:
 • Groundwork Phase - Oct-Nov '18 - COMPLETE
 • Discovery Phase - Dec '18-Jan '19 - COMPLETE
 • Adoption Phase - Jan-Oct '19 - COMPLETE
 • Testing Phase - Nov '19-Oct '20 - ONGOING
 • Training & Go-Live Phase - Sept-Mar - ONGOING
 • Post-Live & Stabilization Phase - Mar '21-Jul '21

NOTE: Budget does not yet reflect impact of schedule delay.

per Stuart Reasons 12/29/20 <Reviewed by Kristal Mauritz-Miller, Eric Neil>

Notes:
 (B) COVID-19 has impacted four projects: D:1, DAWG, CTMS (all three due to resourced needed during peak of current surge), and Public Records (due to impact on vendor technical resources).

Advancement CRM Replacement

Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Advancement CRM Replacement	Julie Brown Dan Peterson	3 - OCIO	10	2	3	2	1	2	\$2,358,048	\$4,000,000

SCHEDULE:
The project team is continuing to make progress in all workstreams and has not yet been impacted by COVID-19. There is a path forward for two areas from two different sprints that were previously delayed: the address validation solution has been finalized and there is a plan for matching gifts and claims solution.

REQUIREMENTS:
Requirements completed for 30 out of 35 sprints. Requirements in progress for two sprints.

DEVELOPMENT/CONFIGURATION:
Development completed for 23 out of 35 sprints. Development in progress for six sprints.

DATA MAPPING & MIGRATION:
Data mapping and migration completed for 17 sprints. Not all 35 sprints will require data mapping and migration.

SYSTEM INTEGRATION:
Advancement and the UW-IT MSCA teams agreed on the click-through language which will be used to solicit end users approval for the Outlook integration. Advancement and UW-IT Infrastructure team is working through test scenarios for importing legacy users. Advancement team is creating additional test cases for other system integrations with FAS, Grants Database, and EDW (OGA and Endowment) that will require UW-IT's involvement. Team is targeting to have a draft ready for UW-IT to review by mid-January.

TESTING:
Functional testing completed for 13 out of 35 sprints and in progress for four sprints. UAT in progress for five sprints (window 1), targeting completion by end of January. UAT completed for (window 2), targeting to retest bug fixes and close out in January. Planning in progress for UAT window 3.

RESOURCES:
Since the last report, the project team added a full-time temporary test writer to the team. Onboarding will begin in January. The project vendor, xRM, was acquired by Anthology, a larger company who has kept the technical resources working with UW.

RISKS:

- #3 (Medium Impact): Coronavirus (COVID-19) – Remote Work
The project team has been working with the vendor remotely and is familiar with collaboration tools such as Zoom and Teams and will continue to use these tools to work and stay engaged.
- #4 (High Impact): Coronavirus (COVID-19) – Member Becomes Ill
If any project member becomes ill due to COVID-19, then the project schedule could be impacted. The project team has developed a contingency plan in the event that this occurs.

PROJECT BUDGET:
Project is under budget. Costs are not expected to exceed budget by go-live.

per Julie Ngo on 01-04-21

Project Portfolio Executive Summary - December 31, 2020

Clinical Trials Management System										
Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Clinical Trials Management System	John Slattery	2 - UW	10	2	2	2	2	2	\$10,364,067	\$15,704,000
<p>Status: Per the updated project schedule approved by the CTMS Executive Steering Committee (ESC) the team launched the CTMS Target 3 Pilot in October 2020 and currently 9 studies are in start-up following the T3 workflow. The pilot includes 2 Oncology teams and 1 Non-Oncology team and aims to exercise all study financial management functionality that is in-scope. It also includes the use of Zendesk as the customer service management tool for the various central offices supporting CTMS. The full rollout is expected to be initiated in June 2021, however the ESC has requested a CTMS schedule review given the recently announced shift in the go-live date for the D:1 program from January to March 2021. The ESC is expected to review the CTMS Target 3 schedule in January and provide guidance on any necessary adjustments.</p> <p>Upcoming Major Milestone:</p> <ul style="list-style-type: none"> • Production support and stabilization of T3 pilot • Training and Operational Readiness for Full Rollout <p>Project Risks:</p> <ul style="list-style-type: none"> • Scaling of central services across 3 institutions for T3 - active monitoring of operational staffing levels, updates to design, clinical trial study start-up timelines • Potential shift in CTMS Target 3 go-live schedule given recently announced shift in D:1 date <p><i>Note:</i> financials reported as of December 2020, per preliminary December BVA provided by UW School of Medicine</p>										
<p><i>per Ganga Subramanian 1/4/2021</i></p>										

Notes:

(B) COVID-19 has impacted four projects: D:1, DAWG, CTMS (all three due to resourced needed during peak of current surge), and Public Records (due to impact on vendor technical resources).

UWM Data Analytics Warehouse

Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
UWM Data Analytics Warehouse	Adam Wilcox	2 - UW	17	2	3	3	5	4	\$2,004,000	\$5,172,000

Status
 Key project resources have been diverted to support COVID-19 surge and vaccine activities, impacting the project teams ability to execute the planned scope. The Clinical phase is still targetted to go-live with D1, and planning is underway to understand the impact with the new D1 timeline. Additional program structure is being put in place to support milestones, execution, risks, and planning. Resource constraints have also delayed planning for the upcoming Financial Phase. We are beginning planning for the Financial phase which will continue through the next few months.

Recent Activity

- Created User Experience Team to engage with developer community and ensure infrastructure completeness. Assigned DAWG Technical Lead role.
- * Had first General Release of the DEEP Clinical data model to users
- * Got commitment of Analytics business analyst hours to clear backlog of requirements work. Engaged contract Business Analyst resource to assist with analysis of retiring systems.
- * Got commitment of hours for Communications analyst and assigned role.
- * Conducted program health assessment and reassigned program management to Matt Nigh
- * Assigned data modeller to begin DAWG Financial analysis
- * Began reassigning work and rescoping deliverables in light of COVID Surge/Vaccine resource losses
- * Began working with Collibra company to implement new data management tools and processes

Next Major Milestones

- Development of scope, schedule, and resource plan of the Financial Phase
- Go-Live Readiness Assessment for Clinical Phase on Jan 5
- Clinical Phase Go Live with D1
- Completion of infrastructure build
- Analytics resources training on Collibra in February

Risks/Issues

- Vaccine efforts have taken away critical resources from DAWG, severely impacting Clinical and Financial phases:
 - Validation of clinical data is much slower than planned because of fewer resources
 - Scope for the Financial phase and Other phase has yet to be defined
 - Staffing gaps have been identified as we begin to plan for operational support of DAWG

per Matt Nigh 12/30/20 <reviewed by Kristal Mauritz-Miller, Eric Neil>

Notes:

(B) COVID-19 has impacted four projects: D:1, DAWG, CTMS (all three due to resourced needed during peak of current surge), and Public Records (due to impact on vendor technical resources).

Continuum Online Apps

Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Continuum Online Apps	Marlon Buchanan	2-UW	0						\$213,282	\$600,000

Project Paused:

- Architectural Discussions: We conducted discussions about how Enrollment Rx will impact our current implementation and usage of Salesforce objects, UX for Applicants Logging into the Applicant Portal and using custom object for Educational History user story. These became a main drivers to pause the Online Application project and start a new project about architecture. The charter for the new project will lay out details on this project pause and the reasons for the new project.

Status update not provided for December 2020.

no project update received Jan 25, 2021 **pause**

Campus Space Management Modernization

Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Campus Space Management Modernization	Tim Rhoads	2- UW	13	2	4	3	1	3	\$220,000	\$330,000

Status:
 New Project Manager, Briela Copeland, hired 10/12/2020. The project schedule is shifting to accommodate holiday schedules and SoM blackout periods for quarterly reporting; the update is from Winter 2021 to Spring 2021. There have been issues regarding reporting with the vendor. The BIT team has developed sufficient interim reporting for end-users while the vendor continues to develop their reporting to meet UW requirements. The project team continues to work with SoM to meet reporting requirements. Collaboration and coordination with SpaceWS and EDW teams are ongoing.

Briela Copeland 01/11/2021

Transportation System Improvement Project

Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Transportation System Improvement Project	John Chapman	1 - UW	9	2	2	2	1	2	\$3,301,107	\$3,401,300

Status:
Permits software configuration and testing completed with T2 Permit Software launched on December 14th.

Eric Johnson 1/19/20 **Final**

MSIM Online Program Management										
Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
MSIM Online Program Management	Anind Dey	2 - UW	9	1	1	3	2	2	\$59,000	\$215,663
<p>Program Status: The iSchool's MSIM program is on track to start online classes starting Spring '21. Noodle Partners, the selected vendor is assisting the iSchool the application and program build. This project is being executed with support and oversight from the Graduate School and UW-IT. Pipeline Highlights; As of Oct 2020, 378 leads generated online, 58 applications started, 16 final applications submitted reviewed.</p> <p>Highlights / Recent Activities</p> <ul style="list-style-type: none"> • UW Canvas / Access Management SubAccount integrations with Noodle complete • Course builds in progress • IT Support Desk configuration is in progress in collaboration with relevant units from the iSchool and UW central IT • OPM Integration / MSIM Steering Committee Meeting - held Dec 14 • Escalation of MyGrad Input API in progress <p>Upcoming Milestones</p> <ul style="list-style-type: none"> • Virtual Program Events scheduled upcoming - 1/13 Alumni Panel • Support Desk finalized – 1/25 • Establish path forward for Grad School input API <p>Issues</p> <ul style="list-style-type: none"> • MyGrad Input API status is TBD. This API is required to support lifecycle management of iSchool MSIM candidates. There is manual work around in place for Spring '21 launch but the API will be required for scalability of MSIM. UW Law School, Foster School of Business, School of Public Health, etc are also requesting this API for similar use. • With multiple consumers of the API, MyGrad is working on a scalable implementation. Meeting with Graduate School to beheld Nov 20 to understand status and delivery dates. <p>NB: Budget and Actual cost include UW-IT labor, and partial vendor costs. Labor cost within the iSchool are not included at this point, in the budget or the actual spend to date.</p>					<p>UW-IT Integrations Status:</p> <p>MSIM / UW-IT integration is complete as of 10/26. Team is now supporting iSchool and Noodle Partners with several items</p> <p>Highlights / Recent Achievements</p> <ul style="list-style-type: none"> • Noodle Learning team building out course in Canvas - complete • Confirmation from CISO Office on SWS Output API design - complete • Verify Spring course builds -in progress • Escalation of MyGrad Input API in progress • Support meeting with UW-IT Support Team - analysis in progress <p>Upcoming Milestones</p> <ul style="list-style-type: none"> • Complete validation of Course build and Canvas functionality • Support of Spring Quarter onboarding 					
Gayle Tucker 1/07/2021										

Project Portfolio Executive Summary - December 31, 2020

Finance E-Commerce/Touchnet

Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Finance E-Commerce/Touchnet	Brian McCartan	1 - UW	8	1	3	1	2	1	\$243,000	\$1,000,000

E-commerce is broadly defined as exchanging money for goods and/or services over the Internet. For our purposes, E-commerce is a program that will allow the Office of Merchant Services (OMS) that has three core functions: building online storefronts on behalf of our merchants in a PCI Compliant manner; consolidate third party vendor payment systems through the TouchNet Ready Partner Program; and create integrations with existing systems that remove University networks from PCI Compliance scope.

Status:

TouchNet's popularity is increasing rapidly due to the low cost, added e-check option, PayPath activation for SFS and Continuum College and ease of setup/use with Merchant Services.

Touchnet Volume for FY20 by Quarter:

- Q3 2020 - 15,000 transactions; \$33,000,000 volume
- Q4 2020 - 48,000 transactions; \$151,000,000 volume (up to Dec 17)

Project Risks:

- COVID19 impacts
- Expecting more web traffic while this persists
- On site assessments on hold limiting discovery of unauthorized vendors
- Data feed integration for TouchNet ACH is behind schedule by two weeks

Budget:

- Approximate yearly cost: \$210,000 - annual invoice to be paid Q4/Q1 2021.

Per Gordon Scherer/Kevin Doar 12/18/2020

Final

Project Portfolio Executive Summary - December 31, 2020

Public Records										
Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Public Records	Ann Anderson	1 - UW	9	2	2	2	1	2	\$378,767	\$886,693
<p>Status:</p> <ul style="list-style-type: none"> - The requirements gathering phase took longer than expected but UW, Zylab, and Armedia came to agreement on the scope of the project and began development on 11/16. - Sprint 1 of 5 was signed off on with positive feedback from OPR. - Sprint 2 in on track and final demo is scheduled for January 13th. <p>Issues:</p> <ul style="list-style-type: none"> - Sprint 0 delays, along with COVID impacts on technical vendor resources led to a delay in the schedule by approximately 2.5 months (first week in May). This is still in line with the contract, in which the technical vendor indicated 8 +/- 3 months from signing which was on 6/30/20. - Schedule adjustments will not impact system implementation costs from the technical vendor but it will impact costs associated with support of the project manager and the business analyst through implementation. - We also identified the need for contingency funds in case the timeline extends further and for any change requests that may be needed as we approach go-live. - Project Leadership and Finance were briefed on these challenges. - Budget adjustments were approved at the end of December and are reflected in this status update. 										
Charity McCollum - 12/31/20										

Notes:

(B) COVID-19 has impacted four projects: D:1, DAWG, CTMS (all three due to resourced needed during peak of current surge), and Public Records (due to impact on vendor technical resources).

Project Portfolio Executive Summary - December 31, 2020

EvanTEL										
Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
EvanTEL	Alison Cullen	1 - UW	10	1	3	3	1	2	\$14,500	\$100,000
<p>Status:</p> <p>Consultant is working with Evans School Digital Initiatives director on discovery relating to instructional design needs for Evans School instructors. Evans School Interim Dean has established a TEL Committee made up of key faculty and staff to guide and evangelize the use of approved technology tools and methods.</p> <p>Consultant is supporting a pilot effort to redesign and restructure three (3) courses for Winter Quarter, optimized based on educational best practices and evidence-based approaches to leveraging technology tools.</p> <p>Workflows and automations are being developed to standarize and scale intake, design, and publication of intructional materials, using MS Planner, Power Automate, and Word Templates. Additional resources such as HTML design for canvas, branded PowerPoint templates, and Zoom backgrounds have been created to support a consistent experience for students.</p> <p>Job description for a full-time permanent TEL Director has been drafted and submitted to HR for compensation and other payroll reviews. TEL Director responsibilities involve convening and managing a future Instructional Community of Practice at the Evans School, instructional planning and design support for Evans School instructors, maintainence of an Instructional Resource database (managed in MS SharePoint), and establishing best practices and standards for instructors to aim for when developing courses.</p> <p>Adjustments:</p> <p>We anticipate a gradual roll-out of instructional design changes that faculty adopt - faculty are in different states of confidence and interest in reforming their course content and design, and thus we are planning for an opt-in model in the short run that can be reinforced over time by changes in faculty culture and engagement through the TEL CoP.</p> <p>The TEL Consultant was hired to offer support and skills training for Evans Digital Initiatives staff in the area of video capture, production, and infographic design and production. This is being pushed to later in the scope of the contract given constraints on instructors' capacity, workflow development, and our inability to meet in person due to COVID-19</p>										
John Compton - Dec 21, 2020										New

Project Portfolio Executive Summary - December 31, 2020




Gradescope										
Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Gradescope	Aaron Timss	1 - UW	8	2	2	2	1	1	\$58,000	\$85,000
<p>Project Overview: Paul G. Allen School of Computer Science and Engineering (CSE) Gradescope SaaS solution provided by Turnitin, LLC. The project expands the use of Gradescope within CSE and three other academic departments (Chemistry, Math and Applied Math) and takes advantage of the efficiency and benefits provided by integrating Gradescope with the Canvas Learning Management System (Instructure, Inc.). The project is structured around a "Growth License" that opens up access to other units more broadly over time for possible university-wide adoption.</p> <p>GradeScope integrates with Canvas LMS in three ways: Grade Scope's API, an LTI-powered "Pull" interface, and a "Push" interface through the GradeScope web console.</p> <p>Health/Status: Project on-track</p> <p>Milestones:</p> <ul style="list-style-type: none"> • Hosted mid-quarter check-ins with ECE and Chem E decision makers to review fall quarter usage and forecasting into Winter. Both units, especially Chem E, demonstrated favorable adoption among several faculty members and communicated intent to continue use into Winter quarter. • Dec 8, met with Amy Stutesmen - IT Administrator at UW Bothell, Penelope Moon - Director, Digital Learning and Engagement at UW Bothell, and Lynn Magill - UW Procurement Services, to discuss the UW Seattle Gradescope project, current growth license, operational structure, and the potential of expanding use of Gradescope to the Bothell campus. UW Bothell personnel will work directly with Gradescope's team to explore the possibility of a pricing addendum to the existing contract for this purpose. • Dec 22 & 29: Training Workshops hosted, "Getting Started with Gradescope" and "Gradescope for Advanced Users". <p>Next Steps:</p> <ul style="list-style-type: none"> • Schedule additional "Gradescope for Advanced Users" Workshop(s) ahead of mid-term exams. • Continue Promotion/Outreach to other units on campus • Work with partnering units, with possible input from UW-IT, to determine best location/structure to offer general Gradescope information/centralized set-up documentation <p>Risks: None identified at this time</p>										
Rebekah Hansen - 1/7/2021										

Audit/Compliance of Unstructured Network Data

Project	Sponsor	Oversight Level*	Overall Risk & Project Health *	Budget Rating	Schedule Rating	Scope Rating	Resource Rating	Issues Rating	Actual Cost	Budget
Audit/Compliance of Unstructured Network Data	Xiao-Ping Chen	1 - UW	9	2	2	2	1	2	\$59,155	\$60,000
<p>Status:</p> <p>Project remains on track. We have completed software configuration with the vendor. Jeff Balaz completed Varonis certification on 6/29. The previously identified problem with resolution of names associated with accounts in the NETID domain has been mitigated, and names are successfully resolving. Reports to identify PII have been successful on roughly 50% of files, with the remainder failing because of file system permissions on the monitored file servers; these are being manually mitigated. The PIA paperwork is complete, with one outstanding issue: identification of PII that Varonis identifies out-of-box, which Jeff is working on with Varonis. In September, Jeff used Varonis to identify shares that contained stale data; and decommissioned those shares. As a pilot, we used UW Groups to provision permissions on three shares as a pilot, and removed ad-hoc BSCHOOL permissions. The pilot was successful. With the pilot complete, we now plan to do the same thing to the rest of the shares. UPDATE 1/4: Project continues on without much new to report. Approximately 1/3 of shares have now had their BSCHOOL permissions audited and NETID permissions added. Ability to create groups for exceptions to these was an unexpected necessity, and has been realized.</p> <p>Actual Cost and Total Budget adjusted to include labor costs.</p> <p><i>Jeff Balaz & Mick Westrick 1/4/21</i></p>										

Completed Projects Summary - December 31, 2020

Project	Sponsor	Oversight Level*	Go Live Date	Project Completion Date	Total Project Cost (\$K)
LQI	Susan Camber	2-UW		Aug 1, 2020	\$459,424

* Oversight Level Key	** Project Health Key
<p>1. Overseen by UW management and staff. Requires OCIO approval and reporting if over delegated authority.</p>	 Project is on time, on budget, and within defined scope, with minimal issues. Overall Risk Rating where 5-10 is Green
<p>2. OCIO approval required and regular project reporting. Quality Assurance (QA) reporting required, maybe internal or external. OCIO may recommend project to be full Technology Services Board (TSB) oversight.</p>	 Changes to scope, budget, or resources have placed project at some risk. Project has the potential for delays, cost or scope changes. Overall Risk Rating where 11-17 is Yellow
<p>3. High severity and/or high risk, subject to full TSB oversight, which includes TSB approval, written reports to the TSB, periodic status reports to the TSB by the agency director and staff, and submission of other reports as directed by the TSB. External QA reporting required.</p>	 Major changes to scope, budget or resources have placed project at critical risk. One or more of the following must change in order to proceed: project schedule, resources, budget, scope. Overall Risk Rating where 18-25 is Red

Note for UW Medicine: project oversight levels 2 & 3 report to UW management

*** IT Project Risk Ratings (summed to calculate Overall Health Rating)	
Current Risk Rating	Use the scale below to rate current performance on Budget, Schedule and Scope (select appropriate number for each)
Budget Schedule Scope	<ul style="list-style-type: none"> 1 = Performing better than project plan; ahead by 5% or more 2 = Performance is on plan 3 = Behind plan, but within 5% of original targets 4 = Behind plan between 6% to 10% and likely to use/using contingency 5 = Greater than 10% behind plan and more than half of contingency used
Current Risk Rating	Use the scale below to rate current performance on Resources
Resources	People with the necessary expertise are... <ul style="list-style-type: none"> 1 = in place, or high likelihood of being available as specified in the Resourcing Plan. 2 = There are some minor gaps in resourcing, but can be overcome with minor alternations of the Resourcing Plan, with no significant impact on schedule, budget or deliverables. 3 = somewhat in place, or struggling to perform, with moderate risk to schedule, budget or deliverables. 4 = There are gaps in resourcing, with moderately high risk to schedule, budget or deliverables. Mitigation plans in place, or will be soon. 5 = not in place, or low likelihood of being available per the Resource Plan. Significant impact on schedule, budget or deliverables, without mitigation plans in place.
Current Risk Rating	Use the scale below to rate current impact of Issues and other factors relevant to the project (select one number for this measure)
Issues	<ul style="list-style-type: none"> 1 = No risks or issues identified at this time 2 = Some identified but minor, no impacts anticipated 3 = Some that could impact the project are being managed, with minimal impact anticipated 4 = Significant risks/issues/other factors identified but not yet managed 5 = Risks/issues being managed but will have significant impact (greater than 10%) on project budget, schedule and/or scope