

AIS Report to Customers

Semiannual Ending June, 2009

DATA WAREHOUSING AND INTEGRATION

Information Warehouse

A new data mart was implemented for the HR Payroll data. Work has also been completed on considerably enhancing the PeopleAdmin data mart. PeopleAdmin is the resume tracking system for the campus. Reporting capabilities for the Time Collection system are also being enhanced, with much of the detailed data being made available to the Warehouse.

In the Financials area, several projects are currently underway. A new data mart for Purchase Orders has been completed. Work is commencing on the development of a new data mart for Accounts Payable data. The Data Warehouse project for financials data extraction continues with GL Report Ledger and GL Summary. Data extraction programs for Budget Account, Spending Authorization Rules and GL Report Range were moved to production, as did the GL Purchasing Open Encumbrances and Labor Accounting Encumbrances.

Work is also continuing on the effort to migrate all reporting Financial functionality from the old Data Mall to the Warehouse. Several large-scale reports are currently under construction, including a Report Ledger and Summary Ledger that will replace the out-dated Oracle reports in the Data Mall. The effort to replace the Departmental Charges and e-Commerce data marts in the Mall with new stores in the Warehouse is continuing.

The Warehouse team is beginning an upgrade project to migrate the Cognos reporting environment from its current release of 8.2 to the new release of 8.4. This upgrade involves installing a new version of Apache and modifying the server architecture to better support the reporting needs of the campus.

To support the Matriculation project, a new Housing mart was created, along with several reports. Another new data mart to support the Rents project was also implemented.

Interface Hub

The interface hub was updated to accommodate the changes necessary for the Bridge Year effort, and the hub is serving as a central point from which to commence and coordinate the testing efforts.

Changes in the interface hub are also necessary to support the Identity Management effort.

DEAN OF FACULTY

Salary Review

After the high-level data flow review, business models were captured and documented and the teams started to drill down to detail-level system requirements and screen prototyping for the Dean of Faculty Salary Review Process. The project is projected to go live in December 2009.

DEVELOPMENT / Alumni Council

TigerNet

AIS continues to work closely with the Alumni Council on their migration of TigerNet services from the Publishing Concepts (PCI) to the HarrisConnect product. Programming of a comprehensive bi-directional interface between Stripes and the Harris database has been completed and is in the QA phase. The Harris site is scheduled for go-live on August 17th.

Advance/Web (“Stripes II”)

This first phase of AWA, delivering web application services to frontline Capital fundraisers, went live this spring. AIS delivered a comprehensive notifications messaging system to keep staff aware of key data changes impacting their prospects. A series of web forms were completed to provide comprehensive biographic, giving, and prospect profiles for individuals, corporations, and foundations. AIS worked with DIS on the production server setup and authored the migration scripts for deployment. Work also began for Phase II which includes web application services for the Development Research.

Advance/Windows (“Stripes”)

The notifications system created for Stripes II was also enabled in the Windows Interface so all staff can be informed of key data activity to prospects, regardless of application platform. Enhancements were made to the Fellowship Stewardship system to better automate the creation of recipient profiles for use in donor correspondence. Pledge management functions were improved to provide better tracking of overdue pledges. An address data cleanup project was completed using QAS.

Various interface work was accomplished this semester including: the creation of more data views for the Stripes Data Warehouse, expanding the Stripes updates from the Campus Community Hub to accommodate Bridge Year Students and their parents, and a new daily feed of alumni biographic data to the Reunion Technologies vendor who manages class reunion websites. A feed of application data from Admissions is also being developed.

ENTERPRISE CONTENT MANAGEMENT

OnBase

AIS started its customer outreach and education effort by presenting OnBase and its value-add proposition at various forums which include AIS/EIS Managers, Digital Assets Cross-Functional Group, History Department, OIT Ambassadors, PMT and SCAD/DCS group.

We have also been working to identify and develop business processes to add structure to our OnBase service offerings. The team also started hosting the OnBase User Group (OBUG), a venue for Princeton OnBase users to communicate and collaborate. More information on OBUG can be found at: <https://project.princeton.edu/obug/default.aspx>

In addition to the routine maintenance and support activities, the team has been working closely with a number of customers to:

- Develop new DocPop integration for the Development Office for use with new browser-based STRIPES client. This allows the Development Office to move to the “light” OnBase client, and discontinue use of custom integration code. This went live in July 2009.

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- Complete the requirements and development phase for storing historical course syllabi, course evaluations, and JSI student evaluations for the Woodrow Wilson School Graduate Program Office. It is currently in user acceptance testing.
- Provide consulting/research support for Request to Pay (RTP) project to Treasurer's Office. Currently in user acceptance testing phase.
- Complete configuration for storage of Contracts, POs, Invoices, and Utility Bills in development system for the Facilities Business Office.
- Complete configuration for storage of supporting financial aid application documents in development system for Undergraduate Financial Aid.
- Complete configuration for storage of dependent audit documents in development system for Human Resources.

FACILITIES

During the second semester, the enhanced versions of undergraduate and graduate room draws went live in production. This is Housing's third year of providing online room selection services. This year's draws went extremely well, and the services were very well received by the student population.

A primary focus for AIS/Housing this past semester was the continuing development of the Faculty/Staff (FS) housing system. The faculty and staff data is now all located in CS Housing and the central office is using this system extensively. Technical development of the FS web system components is proceeding, but overall project momentum has been impacted by resource constraints within the Housing Office. The project timeline has been modified as a result. The web system is now scheduled to go-live in January 2010.

Another project which required significant AIS involvement was the automation of the housing feed into the new Princeton Receivables system. This project is on-track to go-live on July 6, 2009.

Analysis has begun for the Change of Status system which will automate the processing of students requests for room changes and/or meal plan changes throughout the year. It will give the Housing Office the added flexibility they need to process multiple contracts at the same time. (For example: if a student wants to change current room while applying for different room for next year).

AIS has also created new feeds for data warehouse, modified reports, completed modifications for next year's room draw, updated the underlying architecture for the web systems, and cleaned up corrupted data cause by defects in CS Housing vendor code.

FINANCIAL AID

The FA system was enhanced for the "SWIM" applicants to provide enhanced information on economic background on applicants being considered for admission.

MFA (My Financial Aid), a self service component of the system which we developed last year, was modified to allow it to replace the paper award letters for all types of awards, thereby realizing a cost savings.

HUMAN RESOURCES

Campus Community

We modified roles to allow PPPL users to update fax phone numbers. We corrected the nightly refresh of the Personal Data table to address issues with the campus ID being out of synch between two Campus Community tables. We modified code to give View-Only users the ability to see entire SSNs and Birth Dates on the Biographic Details page. We fixed the Primary indicator issue on the Affiliations page.

We made several setup changes to Search Match function. We added new civil union codes to Relationship tables. We created an interface to take the file of phone numbers from Dining & Build Services. This will run once a year for employees who have limited or no access to computers and cannot update this information on their own.

Duplicate Record Resolution and Data Quality Improvement

We continue to resolve duplicate records within the PeopleSoft HCM/CS system. This effort is important in achieving better data quality. We have also put in place a number of data quality checks and reports that enable us to maintain the quality of data that enters the Campus Community system from various sources. This is important for the upcoming implementation of the Identity Management system.

Medical Benefits

A new consolidated detail screen was added to the Medical Benefits system. This new screen enables the customer service representative to provide more accurate information to people making inquiries into the status of their account. All charges and payments are displayed on one screen regardless of the plan.

PeopleSoft HCM and Student Administration Common

We upgraded to a new tools release and stress tested course selection for this tools release. We also applied a year-and-a-half's worth of PeopleSoft published fixes and bundles to the Demo and Development environments. We re-applied our customizations and set up process and scheduled for functional users to test the system in development and QA environments. We plan to migrate all the fixes to production on August 1st.

We supported the OAM project by making and testing all the necessary changes to put PeopleSoft HCM/CS behind it.

PeopleSoft HR and Benefits

We began project work on replacing the MIP (merit increase process) with a new custom bolt-on to PeopleSoft called SAM (salary administration module). Fit/gap sessions were conducted and a system design and specification documents were created. Development work has started on the new system.

We modified several nightly jobs to allow reports to be emailed in PDF format to customers instead of sending the reports to printer with the intention of saving a lot of paper. We modified some custom workflow messages to address who should receive a copy of these messages and to use Primary Name as the recipient. We corrected issues regarding BE1 versus RET Bas Group

ID processing. We corrected several issues with the Profile Management module. We addressed issues showing up in the Worklist page related to Workflow Name/Marital Status changes. We fixed several issues with the Grad Student interface. We fixed some issues with how the Employees table is rebuilt each night.

We modified the Benefits Administration system, processes, interfaces and Crystal Reports to accommodate the new option of choosing between or splitting among TIAA-CREF and Vanguard. New interfaces were also created for Vanguard.

IDENTITY MANAGEMENT

Oracle OIM and OAM/OAAM Implementation

We worked extensively with customers on testing the Oracle Access Management system (PUaccess) and gathering and incorporating their feedback into the application in preparation for its roll out to campus. PUaccess successfully went live on July 27th. With that the first phase of the project will shortly come to an end.

PUaccess provides improved security by implementing an “online banking-like” login sequence requiring the users to correctly answer a previously established security question when logging in from an “untrusted” machine. This phase implemented this functionality for PeopleSoft HRCM login only.

The solution also provides functions for initializing, maintaining and resetting passwords, Security Phrases and Security questions and answers.

OFFICE FOR THE DEAN FOR RESEARCH

Office of Research and Project Administration (ORPA)

During the second half of fiscal year 2009, Coeus 4.2 was in shakedown mode, following the December 2008 go-live. End users found previously unidentified bugs in the MIT-released application. AIS installed fixes and suggested workarounds where necessary. The upgrade to Oracle 10g was also completed. Preparations have begun for the upgrade to Coeus 4.3.

In addition to the upgrade work, additional functionality was developed in house: a new process was implemented allowing ORPA to add narratives to proposals; application defaults were customized to meet Princeton requirements; data warehouse feeds were expanded; a system cleanup was performed to purge out old data in user inboxes; many new electronic grant forms were created; and reminders were generated for investigators who need to review their subcontracts.

Laboratory Animal Resources

AIS continued to provide project management resources and coordinate technical support for the implementation of the Topaz Technologies application suite for central management of research protocols, facilities, inventory, order tracking, and cost accounting. In May of 2009, the Protocol Submission and Facilities Management (including on-line animal ordering) went live in production.

Significant progress was made in the testing of the Mobile Census application including: printing of bar coded cage cards; wireless scanning of cage bar codes; and data synchronization of handheld scanning devices with the central LAR inventory database.

Researcher Compliance

The new version of the Conflict of Interest module went into production in January 2009. It was very well received by the Dean of Faculty (DOF) and ORPA, who found this version to be far more user friendly and flexible than its predecessor. This version allows DOF and ORPA total control of the question type and content presented on the COI form. Next year's form should only require table data changes to accomplish required modifications.

A data warehouse store was also established to facilitate analysis of respondent data for conflict identification and follow-up, replacing a time consuming manual process.

SEVIS

The team successfully completed the mandatory SEVIS 6.0 upgrade for FSA system.

AIS also started preliminary analysis on the incoming SEVIS II system. Transitioning to SEVIS II is expected to be a relatively major project in the current fiscal year.

STUDENT SYSTEMS

Matriculation Packet

The Online Matriculation packet application, Phase II, began in December 2008 and went live in June 2009. Only six students out of the entire freshman class did not submit the PAI form online. The rest used the online which benefited receiving accurate and timely information.

We have also had the largest numbers of freshmen photos sent in via the matriculation online system than have ever been collected previously. This is a big help to the TigerCard office since they can now badge a majority of the cards before students arrive on campus. In addition, the PeopleSoft system will send student photos to the student agency for the University Facebook and to the Colleges for their online directories. This system has now streamlined the collection and dissemination of student photos.

Parent Data

We successfully completed collection of parental data for the vast majority of the Incoming Freshman class through the online Permanent Address Information form which is part of the Matriculation packet. There were no mismatches with incorrect records during this process.

PeopleSoft Student Systems

We successfully implemented the graduation process in PeopleSoft thus eliminating the Seniors Database which was a shadow system in the Registrar's office.

We have modified the PeopleSoft Self Service Transcript Request so that another shadow system can be eliminated in the Registrar's office. This system will go in to production in August.

We are currently coding an Interface from CollegeNet Graduate Admission system to PeopleSoft Admission's module.

Student Employment Online Job System

The Student Employment Job System Phase II kick off meeting was held in May 2009. Major milestones and a timeline were determined in the meeting. All in-scope features were identified and requirements gathering has started. The Student Employment Job System serves as a web-based meeting place for Princeton students and employers (both on-campus and off-campus). It allows employers to post jobs, view applications, and hire students. It allows students to search job postings, create a profile and apply for jobs by submitting applications. It assists the Student Employment Office by facilitating the job approval process and providing reporting. The system Phase II is scheduled to go live in July 2010.

Undergraduate Admission

The UA Checklist and UA Registration both went live in January.

UA Decision, UA Acceptance and the authentication web service for the Admitted Student site went live at the end of March.

Bridge Year Application is a web application that allows applicants that have been admitted to Princeton to apply for the Bridge Year Program. This application also allows the Bridge Year Office to manage the list of applications. This application went live on March 31st 2009.

TREASURER'S OFFICE

Assets & Equities

The Assets and equities system is an application that is used to account for the University assets, namely, Princeton's main long term endowment pool, short term investment pool and Gift Annuity reserve fund. The application accounts for many Princeton-specific financial accounting rules and sophisticated screen manipulations. The rewrite of the system is targeted to go live in December 2009.

Campus Receivables

Starting in July 2008, a project to modernize, repair and enhance the CR system was begun in partnership with RedMane Technology. During the first half of 2009 we implemented 3 major builds/upgrades to the Campus Receivable System, along with several minor ones. In early February 2009 we implemented the first build which was an infrastructure upgrade including a newer version of Java and Oracle drivers. The next build was to upgrade to MS Word 97 to allow the customer to upgrade their PCs to Vista, the latest DeSC standard. The remaining build was an upgrade to the database to Oracle version 10x.

Labor Accounting

During the first half of this year we upgraded the Labor Accounting system to Oracle 10g. Additionally we developed an enhanced AI browse screen and made several modifications to the existing AI components to accommodate the new screen.

The new AI Browse screen is intended to help the academic department AI manager monitor the assignment of AIs to courses owned by their department. The screen also allows a department to control the total number of AI hours charged to their department against the Dean of Faculty's total authorized AI hour level.

PeopleSoft Financials

Accounts Payable is now using Pre-Sealed Check Forms in production.

We installed a new batch process to Intercept Duplicate Accounts Payable vouchers before they enter the PeopleSoft system. The process checks files and alerts the users as files are being sent for the nightly loads. This gives the team time to correct errors before leaving at night.

We converted the Lockbox file transmission system with PNC Bank to use GPG (Gnu Privacy Guard) Encryption. In addition, because this runs in the UNIX environment, we were able to automate this process within Maestro.

We completed the Check Escheat processing system and migrated it to production.

A file Drop area was created to pass Query output from within PeopleSoft for use by PPPL.

Necessary and recurring batch processing within NT was automated via Maestro by sharing the production NT machine at 87 Prospect Street with the PeopleSoft HR system.

Data clean-up was performed on the General Ledger Project Grant's version numbers. We also removed Princeton custom tables that were no longer used from the system. It saved time and space for the backup process.

A significant amount of processing time was saved by tuning the nightly General Ledger reporting extract processes.

The REN (Real-time Event Notification) server was installed in the PeopleSoft production environment. This feature is a convenient way for users to see how their submitted batch process progress. It automatically notifies a user when a process has completed eliminating the need for manual checking.

The Email notification to department managers when a batch loaded General Ledger Journal Voucher is applied to a Suspense Account was improved to report only after the central office staff has verified and posted the "offending activity". This has eliminated a large amount of confusing and unnecessary email traffic.

To save paper, the reports generated by the General Ledger Journal Voucher feed processes (run six times a day from thirteen sources) are now sent to a Treasures Office NT file directory instead being printed.

We developed a web page where core financial team members can quickly reference multiple technical aspects of the Financials system.

PeopleSoft Payroll

We provided production support for the system to support payroll processes. We created a new process to terminate direct deposit information on people who terminate their employment. We added the ability in ePay to allow people to suppress the printing of their direct deposit advices saving a lot of paper and printing costs for payroll. We implemented W-2c forms in ePay. We created a new interface to our unemployment vendor, TALX, that replaces the JDunn vendor. We fixed an issue with the routing number in ePay. We installed 2 tax updates.

Princeton Receivables – Rents Receivable

The Rents Receivable application provides functions for the Rents Department in the Treasurer's Office to collect lease payments, miscellaneous charges, and to maintain receivable accounts for

properties owned by Princeton University. These properties include housing and garages for faculty, staff, graduate students, and for some low-income housing renters and a select number of commercial tenants and student agencies. The Intra-Housing-Rents interface design and development for residential leases were completed by both the Housing and Rents business teams and the respective OIT technical staffs. The application went live in July 2009.

UNIVERSITY SERVICES

University Scheduling: Resource 25/Schedule 25

The R25 thick client solution running on XP has been successfully migrated to a centralized Windows terminal server solution, which allows users to access R25 from their XP, Vista and Apple machines via Remote Desktop. In addition to resolving R25's non-compatibility with Vista issue, this greatly alleviates system maintenance efforts and simplifies system support.

The prototyping, design and architecture review have been done for the University Public Calendaring (UPC) project phase I, which leverages our R25 system to publish the university-wide public events via the Roxen portal. This project is currently at the end of its development cycle and scheduled to be delivered sometime in August 2009.

The team has successfully completed prototyping and design of an efficient, responsive and scalable technology solution that would enable the R25 data to be made available to Web applications for consumption. The first application of this solution will be in the deployment of University's Public Calendar leveraging R25 system to publish the university wide public events via the Roxen portal. The project remains on track scheduled to Go Live late summer/early fall.

Badging (Goddard)

In addition to the regular maintenance and support of the system, AIS worked closely with the Registrar's and TigerCard offices to facilitate the TigerCard office getting freshmen photos digitally from the online matriculation site. Most importantly, the submitted photos are reviewed and approved by the Registrar's office based on several criteria developed by the TigerCard Office. The stored student images are also passed to PeopleSoft for use by administrators on campus.

Lastly, the team is currently testing the database upgrade to Oracle 10x and is expected to be in Production by August/September.

Campus Card Transaction System (Blackboard)

AIS has been co-managing the first phase of the project that aims at replacing the BlackBoard system with another solution that better meets the University's business needs. The project, after close research and evaluation, has selected CBORD CS Gold as the replacement system. AIS and the TigerCard Office have developed an initiation plan and have been negotiating the contract points which we hope to have signed in August.

Parking (T2 PowerPark flex)

AIS, in conjunction with T2 and the Parking office, has completed the development and testing of the new dotNET e-Business development site. The production site will go live August 5. AIS also upgraded the application to version 6.4.125 in February in order to make necessary enhancements available to the new dotNET e-Business site.

Telephone Management

AIS completed its responsibilities for the new MySoft dotNET telephone management system which went into production on March 26. We are currently facilitating the decommissioning of the old system which should be completed shortly.

DEPARTMENTAL APPLICATION SERVICES (DAS)

Departmental Application Services (DAS) is OIT's rapid application development team and provides an alternate route to the University's yearly ESPG planning cycle by allowing smaller departmental-scope applications to be approached on an ad-hoc manner. During the past six months DAS completed the following projects:

1. AIS website taskforce (OIT AIS)
2. Allow OCRA to control CAP dates (Office of Community and Regional Affairs)
3. CAP course data load (Office of Community and Regional Affairs)
4. DBToolbox application survey (OIT AIS)
5. Improve the outage facility and provide more info (OIT Support Services)
6. LAPA application 2008 changes (Program in Law and Public Affairs)
7. LSRF 2008 changes (Molecular Biology)
8. MOL & QCB F'08 update (Molecular Biology)
9. Migrate POINT to WebLamp (OIT Support Services and the Office of the Dean of Undergraduate Students)
10. Off Campus Housing update (Housing)
11. PCTS adjustments (President's Office)
12. PER Online transition (Psychology)
13. PSR - Peoplesoft Upgrade (OIT Support Services)
14. Peer Tutoring Database fixes and upgrades (Residential Colleges)
15. Post-Doctoral Research Associate Application Update (Hellenic Studies)
16. Rebuild PHP5 w/Oracle (OIT AIS)
17. Review LAPM for Mac compatibility (OIT Support Services)
18. Student Evaluation of Graduate Course Instruction (Woodrow Wilson School)
19. TigerTV version 2 billing (OIT Support Services)
20. Uniprint (OIT Support Services)
21. University Travel Database Phase II (Office of the VP of Campus Life and Risk Management)