USC
UNIVERSITY
OF SOUTHERN
CALIFORNIA

Bi-Weekly Project Status Report
1/31/2014 – 2/14/2014

Submitted by Auxiliary Services, IT

Submitted On 2/14/2014

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1   Discovery Project Summary

Priority	Project Name	Requestor	Description
1	TSP – Campus Cruiser Server Virtualization	Tony Mazza	Moving the Campus Cruiser to a virtualized environment.
1	TSP – Campus Cruiser Upgrade	Tony Mazza	Migrate the current Campus Cruiser environment to virtual platform
1	BKS – Hospital Gift Shop Point of Sale Implementation	Rehab Khouri	Research a 3rd party proposed solution to take a remote payment via a terminal or a tablet
1	HOU – Redo Dropdown Navigation	Keenan Cheung	USC Housing would like to redo the dropdown navigation for the newly launched USC Housing Website (This requires resources from Design Studio and IT).
2	HSP – Traditions Website "Share Your Traditions" Phase II	Dirk De Jong	Project to implement new website functionality.
2	BKS – Mobile app for catalog	Dan Archer	Create a mobile app for catalog
2	BKS – EMBA UCP Website	Dan Archer	Create a new website only for EMBA without E-Commerce. EMBA students require a very customized UCP site
2	RAD – Assess Hotel Infrastructure Needs for Bigger Pipeline in Banquet Areas	Mark Ewalt	Ability to support large banquet reservation that will require wired/wireless access points.
3	BKS – Figueroa Press Rewrite	Mark Ewalt	Rewrite of Figueroa Press website.
3	TSP – Implement QR Functionality	Michelle Garcia	Begin using QR for marketing at Transportation locations.
3	HSP – Create a Mobile App	Kris Klinger	Create a mobile app for USC Hospitality
3	HSP – MonoPad Post Installation Support Plan	Keenan Cheung	Support Plan
3	HOU – Mobile Website	Keenan Cheung	Implement a Mobile Website for USC Housing

Research	TSP – Automate DART	Chris Ravard	Automate DART that will provide scheduling, automated communication, reporting, GPS tracking and Mobile device/app connectivity – Met with David Donovan and he would like to put this project on hold for now. He will meet with Chris Ravard to define scope.
Research	TSP – Implement Online Chat	David Donovan	Implement Online Chat
Research	BKS – Student Scheduling Website (Ground Floor)	Gretchen Margolis	Create a new student scheduling website for ground floor (Gretchen Margolis)
Research	BKS – Student Scheduling Website (Customer Service)	Herman Duran	Create a new student scheduling website for customer service (Herman Duran)
Research	ACCT – Check Scanning	Greg Laporte	The University will no longer be supporting the scanning of checks. Departments will need to implement a solution which will fit their needs.
TBD	BKS – Redesign UCP website	Dan Archer	Redesign UCP website with the new architecture (new technology) due to the limitations of the existing website.
TBD	RAD – Rosso Oro's Online Ordering	Mark Ewalt	Replace existing Online Ordering website (PCI Project)
TBD	HOU Touchscreen – Upgrade WordPress	Keenan Cheung	WordPress has been upgraded since we launched the site. This update is highly recommended to include additional functionalities and fix possible bugs.
TBD	HOU – Upgrade WordPress	Keenan Cheung	WordPress has been upgraded since we launched the site. This update is highly recommended to include additional functionalities and fix possible bugs.
TBD	BKS – CyberSource Upgrade – Replace CyberSource HOP with CyberSource Secure Acceptance	Dan Archer	CyberSource is going to be discontinuing the HOP connection method on September 30, 2014 and migrate to the Secure Acceptance connection method. Secure Acceptance is an upgraded version of our legacy HOP/SOP connection methods and will continue to outsource the transmission of customer credit card data and mitigate your PCI exposure. This new Secure Acceptance connection method is more secure, adheres to the most recent PCI requirements, is enhanced to support multiple languages and has been optimized for mobile devices (Smartphone/Tablets).

TBD	UCP – CyberSource Upgrade – Replace CyberSource HOP with CyberSource Secure Acceptance	Dan Archer	CyberSource is going to be discontinuing the HOP connection method on September 30, 2014 and migrate to the Secure Acceptance connection method. Secure Acceptance is an upgraded version of our legacy HOP/SOP connection methods and will continue to outsource the transmission of customer credit card data and mitigate your PCI exposure. This new Secure Acceptance connection method is more secure, adheres to the most recent PCI requirements, is enhanced to support multiple languages and has been optimized for mobile devices (Smartphone/Tablets).
TBD	Gamble House – CyberSource Upgrade – Replace CyberSource HOP with CyberSource Secure Acceptance	Dan Archer	CyberSource is going to be discontinuing the HOP connection method on September 30, 2014 and migrate to the Secure Acceptance connection method. Secure Acceptance is an upgraded version of our legacy HOP/SOP connection methods and will continue to outsource the transmission of customer credit card data and mitigate your PCI exposure. This new Secure Acceptance connection method is more secure, adheres to the most recent PCI requirements, is enhanced to support multiple languages and has been optimized for mobile devices (Smartphone/Tablets).
TBD	HOU– CyberSource Upgrade – Replace CyberSource HOP with CyberSource Secure Acceptance	Dan Archer	CyberSource is going to be discontinuing the HOP connection method on September 30, 2014 and migrate to the Secure Acceptance connection method. Secure Acceptance is an upgraded version of our legacy HOP/SOP connection methods and will continue to outsource the transmission of customer credit card data and mitigate your PCI exposure. This new Secure Acceptance connection method is more secure, adheres to the most recent PCI requirements, is enhanced to support multiple languages and has been optimized for mobile devices (Smartphone/Tablets).
TBD	Coach Sark Camp – CyberSource Upgrade – Replace CyberSource HOP with CyberSource Secure Acceptance	Jeff Fucci	CyberSource is going to be discontinuing the HOP connection method on September 30, 2014 and migrate to the Secure Acceptance connection method. Secure Acceptance is an upgraded version of our legacy HOP/SOP connection methods and will continue to outsource the transmission of customer credit card data and mitigate your PCI exposure. This new Secure Acceptance connection method is more secure, adheres to the most recent PCI requirements, is enhanced to support multiple languages and has been optimized for mobile devices (Smartphone/Tablets).
TBD	IT – Use Shibboleth for IT Portal	Frank Juarez	Use single sign for IT Portal

TBD	IT – Create a new website for IT Portal	Frank Juarez	New website for IT
TBD	Design Studio – Create a new website for Design Studio	Sam Carter	New website for Design Studio
TBD	ATH – Update the website to offer Strength and Conditioning Clinic together with Summer Camps	Jeff Fucci	Phase 2 for coachsarkcamp.com
TBD	UCP – XANEDU Integration	David Akwimbi	Integrate XANEDU with UCP
TBD	TSP – IVR Project	Tony Mazza	Restore functionality to Transportation IVR
TBD	ACCT – Replace CAPS Bulk Payment Process in CBORD	Greg Laporte	As CBORD will replace CAPS, implement bulk payment process in CBORD.
TBD	BKS – Custom Banners	Dan Archer	Update bookstore website to offer custom banners from FedEx
TBD	BKS – Background Images	Dan Archer	Replace background images for the bookstore website
TBD	COL – Transition Coliseum merchant provider to Elavon	Anjeanette Arakawa	Transition all existing Coliseum Merchant ID's to USC Aux Services and determine if the existing VeriFone hardware is compatible with USC's Service Provider Elavon.
TBD	HOU – IRIS Registration/CP Integration	Heidi Scribner	Integrate existing Summer Conference Program (CP) with IRIS Registration module from CP that will allow guest to reserve rooms and pay online using their credit cards for their summer stay at USC Housing.
TBD	COL – PCI Compliance	Joe Furin	Assess the current state of PCI compliance and implement the necessary infrastructure and controls according to PCI-DSS Guidelines
TBD	COL -		

2 Active Project Summary

Project	Project Name	Status	Assessment
3	Radisson Hotel Zendesk Work Order for Maintenance	**On Target**	Next Milestone – Installation Target Project Completion Date – 4/30/2014
4	RAD – Radisson Hotel Elevator Information Screens	**Warning**	Next Milestone – Installation Target Project Completion Date – 12/24/2013
5	HOU – Housing Meeting Room Reservation	**On Target**	Next Milestone – Review Target Project Completion Date – 2/19/2014
6	BKS – USC Flower Shop Upgrade	**On Target**	Next Milestone – Development Target Project Completion Date – 2/28/2014
7	COL –Upgrade Coliseum Back Office Network Infrastructure	**On Target**	Next Milestone – Testing Target Project Completion Date – 2/28/2014
8	HOU – WAMS Server Implementation Phase II	**Warning**	Next Milestone – Implementation Target Project Completion Date – 11/30/2013
9	HOU – Housing Web Site Phase II Enhancements	**On Target**	Next Milestone – Development Target Project Completion Date – 2/28/2014
10	AS – PCI Qualified Security Assessor (QSA) Review	**On Target**	Next Milestone – Review Target Project Completion Date – 3/28/2014
11	COL – New Website for Coliseum (Phase I)	**On Target**	Next Milestone – Development Target Project Completion Date – TBD
12	HSP – Lil Galen Biometric Reader Installation	**Warning**	Next Milestone – Installation Target Project Completion Date – TBD
13	ASIT – Asset Management (Absolute Manage)	**On Target**	Next Milestone – Installation Target Project Completion Date – TBD
14	RAD – Upgrade Radisson in scope PCI hardware	**On Target**	Next Milestone – Post Implementation Review Target Project Completion Date – TBD
15	SS – AS Business unit Website NextGen Project - Transportation	**On Target**	Next Milestone – Review Target Project Completion Date – 2/28/2014
16	SS – MS 365 Email Implementation	**On Target**	Next Milestone – Next Phase Implementation Target Project Completion Date – 6/31/2014
17	HSP – AS Business Unit Website NextGen Project Hospitality	**On Target**	Next Milestone – Development Target Project Completion Date – TBD
18	SS – Accounting Kuali Purchasing/AP Payment Interfaces	**On Target**	Next Milestone – Review Target Project Completion Date – 2/28/2014

3   RAD - Zendesk Work Order for Maintenance

Project Description	☒ On Target ☐ Concern ☐ Warning
IT Project Manager: Richard Vuong	**Business Project Owner: Deepal Jayasooriya**
Start Date: 01/29/2014	**Target Completion Date: 4/28/2014**

Radisson Hotel wants a work order system set up for maintenance group. This will track all work maintenance work relating to hotel and meeting rooms, hotel building maintenance and items related to Rosso's and McKay's restaurants and kitchen. Radisson would like the WO to provide reports on a needed basis. This will be the main entry point for anyone within the Radisson organization to submit tickets for any maintenance fixes.

Accomplishments (for previous two weeks)

- IT members (Richard, Basman and David Contreras) met with Deepal regarding Work Order system needs.
- Deepal provided categories needed for Zendesk.
- Basman is our technical lead and is designing test WO site using criteria provided by Deepal.
- Deepal, Basman and Richard met to discuss progress of current test site and needed tweaks.

Planned for Next Two Week

- After last week review of current test site, Basman will re-organize site with specific searches functionality.
- Basman will add sub-category based on needs for Hotel Room, Meeting Room and common areas.
- Re-fine look and feel of website, such as colors and layout.
- Once adjustments are made, IT and Deepal will meet to review.

Open Issues

- Zendesk WO site is in testing mode, Basman is adjusting site.
- Re-fine sub-category (when Hotel Room is selected only category related should show; do the same for Meeting Rooms, Kitchen and other common areas.

4 RAD - Elevator Information Screens

Project Description	☐ **On Target** ☐ **Concern** ☒ **Warning**
IT Project Manager: Todd Bloss	**Business Project Owner: Mark Ewalt**
Start Date: 10/01/2013	**Target Completion Date: 12/24/2013**

Install, wire and program 4 information screens within the Radisson Hotel elevators.

Requirements:
- Use approved Elite PI display screen and network interface hardware
- Information screens must be able to display dynamic content that can be updated via remote network by USC Design Team and Radisson staff.

Accomplishments (for previous two weeks)

- Final 2 Screens installed in Elevator #2
- Screens wired to elevator travel cable and junction box in roof machine room

Planned for Next Two Week

- Finish wiring Serial to Ethernet converters
- Final testing of units with designer software
- Hand off to Radisson staff and design team

Open Issues

- Schedule meeting with Design Team for final hand off

5 HOU – Housing Meeting Room Reservation

Project Description	☒ **On Target** ☐ **Concern** ☐ **Warning**
IT Project Manager: Sonali Bodiwala	**Business Project Owner: Keenan Chung**
Start Date: 12/5/2013	**Target Completion Date: 2/19/2014**

USC Housing would like to add a new functionality that lists various meeting rooms and it's amenities. Users will be able to view the calendar to see what is available and request more information by calling or emailing. Admins will use a backend component to book.

Accomplishments (for previous two weeks)

- Sent for user review
- Received user feedback
- Completed all changes from user feedback
- Received final signoff from users

Planned for Next Two Week

- Will schedule a day to push to production

Open Issues

- N/A

6 BKS – USC Flower Shop Upgrade

Project Description	☒ On Target ☐ Concern ☐ Warning
IT Project Manager: Sonali Bodiwala	**Business Project Owner: Jerry Wingate**
Start Date: 11/1/2013	**Target Completion Date: 2/28/2014 (Phase 1)**

Upgrade Flower Shop to add eCommerce along with design changes. Current website does not have eCommerce functionality.

Accomplishments (for previous two weeks)

- Artwork received from Design Studio
- Flower shop requested that IT implement the changes
- Slider added and sent to QA
- Event added and sent to QA – Need to know what happens when someone clicks on the link
- Need Product Names, Descriptions and Prices to add 2 new products

Planned for Next Two Weeks

- Waiting for Flower Shop to send the missing information
- Waiting for user feedback for phase 1

Open Issues

- Working on Phase 1
- Phase 2: Add eCommerce and Design changes

7 COL – Upgrade Coliseum Back Office Network Infrastructure

Project Description	☒ **On Target** ☐ **Concern** ☐ **Warning**
IT Project Manager: David Contreras	**Business Project Owner: Joe Furin**
Start Date: 10/24/2013	**Target Completion Date: 2/28/2014**

The Coliseum/Sports Arena requires a review of the current infrastructure to run all necessary USC-Auxiliaries applications.

This review will consist of both hardware infrastructure and software/applications in use and/or expected to be in use over the next 12 months.

Accomplishments (for previous two weeks)

- Initial Kickoff meeting was held
- Site audit/walk was completed by Abdul Satar, Michael Groessl and David Contreras
- Frank Juarez confirmed with Auxiliaries Payroll that ADP VPN connectivity had no issues.
- Kronos time clock discovery was initiated.
- Confirmation of Meeting schedule for upcoming meetings (will be held weekly on Thursdays)
- ASIT to shadow Coliseum Chief Financial Officer's Computer use and make any necessary recommendations. – Completed – ASIT/Coliseum staff working on remediations
- Assist Derek Thatcher with distribution list creation with ITS Sympa tool. – Continuing
- ASIT Service Desk Kickoff/Training Meetings were completed. All Coliseum/Sports Arena staff will go to ASIT Service Desk for IT Support needs effective, Monday, February 03, 2014

Planned for Next Two Week

- Kronos time clock testing on site at desired locations
- Kronos time clock quotation validation
- NAS (Networked Attached Storage) device purchase and reception. – with management pending approval
- DAS requirement gathering will be conducted with Derek Thatcher and team.

Open Issues

- N/A

8   HOU – WAMS Server Implementation Phase II

Project Description	☐ **On Target** ☐ **Concern** ☒ **Warning**
IT Project Manager: David Contreras	Business Project Owner: Heidi Scribner
Start Date: 6/1/2013	Target Completion Date: 11/30/2013

Housing Services requests the upgrade of the current WAMS System to enhance door locks performance and reporting from the WAMS application.

Accomplishments (for previous two weeks)

- ASIT completed all Server Configurations required.
- Handed over to Stanley Hardware (Vendor) for completion of remaining tasks.

Planned for Next Two Week

- Confirmation that Vendor has completed remaining tasks.
- Obtain System Acceptance from Housing (Heidi Scribner).
- Go Live

Open Issues

- Project awaiting vendor task completion. (Over 60 days past due)

9 HOU - Housing Web Site Phase II Enhancements

Project Description	☒ On Target ☐ Concern ☐ Warning
IT Project Manager: Sonali Bodiwala	**Business Project Owner: Keenan Chung**
Start Date: 2/25/2013	**Target Completion Date: 2/28/2014**

After the initial approval of the housing project and during QA, additional enhancements to the new website were requested. There are approximately 80 additional enhancements (including design enhancements) to make the user experience more user-friendly and seamless.

Accomplishments (for previous two weeks)

- Working on resolving issues related to using the Illustrator file.

Planned for Next Two Week

- Continue working on the remaining enhancements:
  - Use Illustrator File for Interactive Map
- Set up a meeting with housing to discuss the performance issues related to using the Illustrator Map

Open Issues

- Target Completion Date is changed to 2/28/2014 due to resource availabilities.

10 AS – PCI Qualified Security Assessor (QSA) Review

Project Description	☒ On Target ☐ Concern ☐ Warning
IT Project Manager: Frank Juarez	**Business Project Owner: Mark Ewalt**
Start Date: 9/18/2013	**Target Completion Date: 3/28/2014**

The University has been determined to be a Level 2 Merchant by the payment card brands. As the request of the payment cards USC has engaged Security Metrics to perform an assessment of all USC departments processing credit cards for payments.

Auxiliary Services has 5 Business Units accepting credit cards (HSP, RAD, BKS, TRX, and HOU). AS participates in the USC PCI Working Group meeting chaired by the Treasury and the Office of Compliance that will schedule and track tasks and progress

Accomplishments (for previous two weeks)

- Completed all TSP SAQ C Remediation Items
- Completed all HOU SAQ B Remediation Items
- Completed all BKS, HSP, and RAD SAQ D "Show Me" remediations

Planned for Next Two Week

- Complete final SAQ D remediations

Open Issues

- N/A

11 COL – New Website for Coliseum (Phase I)

Project Description	☒ On Target ☐ Concern ☐ Warning
IT Project Manager: Sonali Bodiwala	Business Project Owner: Dan Stimmler
Start Date: 7/11/2013	Target Completion Date: TBD

Create a new website for Coliseum that will replace http://www.lacoliseum.com and http://lacoliseumlive.com/joomla. This will be phase I of the website.

Accomplishments (for previous two weeks)

- Started development Update home page and header with Commission Link and design changes

Planned for Next Two Week

- Finish latest design changes provided by Jeff

Open Issues

- Waiting on proofs for when there are no scheduled events

12 HSP – Lil Galen Biometric Reader Installation

Project Description	☒ On Target ☐ Concern ☒ Warning
IT Project Manager: Ruben Khudaverdyan	**Business Project Owner: Dirk de Jong**
Start Date: 7/15/2013	**Target Completion Date: TBD**

Implement a Biometric Reader at Lil Galen in order to provide meals to athletes per USC Athletics.

Purpose of the reader is to identify approved athletes during a specific term and provide them with a breakfast and a lunch meal.

Accomplishments (for previous two weeks)

- Installation and configuration of the reader has been completed
- Admin user list has been identified

Planned for Next Two Week

- Athletics to complete system configuration and begin distribution of the reports to the identified users.
- Athletics is pending 3rd party vendor to complete system configuration

Open Issues

- N/A

13 ASIT – Asset Management (Absolute Manage)

Project Description	☒ **On Target** ☐ **Concern** ☐ **Warning**
IT Project Manager: David Contreras	**Business Project Owner: Frank Juarez**
Start Date: 4/1/2013	**Target Completion Date: TBD**

As part of University requirements, Auxiliary Services IT will implement a computer asset management program.

The goal of this project is to implement a product to both manage hardware and software inventory, as well as physically track hardware throughout its useful life. This product will also provide ASIT with a patch management and group policy management tool, which will also be rolled out during this project.

Accomplishments (for previous two weeks)

- Proof of concept server installed.
- Absolute Manage software installed.

Planned for Next Two Week

- Configure administrative accounts for Systems Analyst access.
- Configure Proof of Concept client installations.

Open Issues

- N/A

14 RAD – Upgrade Radisson in scope PCI hardware

Project Description ☒ **On Target** ☐ **Concern** ☐ **Warning**
IT Project Manager: Ruben Khudaverdyan │ **Business Project Owner: Mark Ewalt**
Start Date: 2/18/2013 │ **Target Completion Date: TBD**

During a recent systems assessment, ASCIT identified various issues with Radisson PCI environment. ASCIT has suggested and advised of a major system upgrade requirement in order to bring the system into PCI compliancy.

The system overhaul will address the flowing components in order to achieve PCI Compliance. Patch management, Antivirus, system monitoring, system back-up, back-up power supply, emergency power supply.

- Main PMS Server
- Back-up PMS server
- Interface Server
- Power Supply
- Disk Space
- RAM

Once the the server is relocated, secured, and implemented according to E&Y recommendations. The entire process will reviewed by a qualified security assessor (QSA) and Report on Compliance

Accomplishments (for previous two weeks)

- Complete Network wiring & connectivity
- Installed new Opera PMS & Interface Server
- Install and configure AV, Firewall, FIM
- Completed implementation on Sep 26th.
- Held Post Implementation meeting
- Completed Cage installation Lock installation for the Server Cage

Planned for Next Two Weeks

- Complete Carlson PCI Self-Assessment-Questionnaire requirement

Open Issues

- N/A

15 SS - AS Business Unit Website NextGen Project - Transportation

Project Description	☒ On Target ☐ Concern ☐ Warning
IT Project Manager: Sonali Bodiwala	**Business Project Owner: Tony Mazza**
Start Date: 2/25/2013	**Target Completion Date: 2/28/2014**

The current design of the core Auxiliary Services websites (Bookstore, Housing, Hospitality, and Transportation) is outdated. The purpose of this project is to re-write these websites to vastly improve the user experience and website functionality. Additionally, this project will integrate existing Auxiliary Services social media content into the websites and create complimentary apps for mobile computing platforms.

The second Phase of this project will be to re-write the Housing and Transportation websites.

Accomplishments (for previous two weeks)

- Received feedback from Transportation and changes made

Planned for Next Two Week

- Send for final review and schedule a launch date

Open Issues

- Due to coachsarkcamp.com, the target completion date is delayed for 3 weeks.

16 SS – MS 365 Email Implementation

Project Description	☒ On Target ☐ Concern ☐ Warning
IT Project Manager: Ruben Khudaverdyan	**Business Project Owner: Dan Stimmler**
Start Date: 2/20/2013	**Target Completion Date: 6/31/2014**

USC is in the process to migrate to the University email and calendaring systems to the Microsoft Office 365 cloud based services. The first phase of this project will be to migrate all faculty and staff the MS 365 environment. Future phases will include rolling out the Link collaboration tool and MS 365 SharePoint.

Auxiliary Services has been identified as the 4th business unit that will migrate to the new environment. The first phase of this project will eliminate the auxiliary email domain and will have all users migrate to the new USC MS 365 tenancy.

Accomplishments (for previous two weeks)

- Completed Housing Union employees
- Completed email migration for Transportation BU
- Completed email migration for Bookstore admin

Planned for Next Two Weeks

- Migrate Housing Union employee SJES (university email) accounts to Office 365
- Schedule and notify Radisson Union employees
- Migrate remaining Bookstore email accounts

Open Issues

- N/A

17 HSP - AS Business Unit Website NextGen Project – Hospitality

Project Description	☒ On Target ☐ Concern ☐ Warning
IT Project Manager: Sonali Bodiwala	**Business Project Owner: Kris Klinger**
Start Date: 10/4/2012	**Target Completion Date: TBD**

The current design of the core Auxiliary Services websites (Bookstore, Housing, Hospitality, and Transportation) is outdated. The purpose of this project is to re-write these websites to vastly improve the user experience and website functionality. Additionally, this project will integrate existing Auxiliary Services social media content into the websites and create complimentary apps for mobile computing platforms.

The next phase of this project will address the Hospitality website.

Accomplishments (for previous two weeks)

- Sketches received

Planned for Next Two Week

- Set up a meeting with USC Hospitality to review wireframes

Open Issues

- N/A

18 SS – Accounting Kuali Purchasing/AP Payment Interfaces

Project Description   ☒ **On Target** ☐ **Concern** ☐ **Warning**
IT Project Manager: Sonali Bodiwala   **Business Project Owner: Dave Racewicz**
Start Date: 4/26/2011   **Target Completion Date: 2/28/2014**

The Kuali suite of administrative software solutions is being developed by a consortium of universities, of which USC is a contributing partner. As a partner in the Kuali Foundation, USC is at the forefront of a new tool in Financial System software. ITS project teams are in the process of customizing Kuali Financial System (KFS) for USC, and releasing different components through phased roll-outs. In addition, paperless workflow processes are also being developed and released to the USC community.

The purpose of this project is to identify candidate interfaces for the Purchasing/AP module and to convert the interfaces to use Kuali technologies.

Accomplishments (for previous two weeks)

- Hospitality is live with the new Kuali Bulk Payment process.
- ITS is having problems processing the bookstore files. ITS is reviewing what changes they need to make on their side.

Planned for Next Two Weeks

- Waiting on ITS

Open Issues

- ITS Issues with the Kuali process
- ITS also has an issue with the Cognos report where Cognos report is not showing the correct information.

19 ATH – New website coachsarkcamp.com – Phase 1

Project Description	☒ On Target ☐ Concern ☐ Warning
IT Project Manager: Sonali Bodiwala	**Business Project Owner: Jeff Fucci**
Start Date: 1/17/2014	**Target Completion Date: 2/7/2014**COMPLETE****

Create a new website for Coachsarkcamp.com for Summer Camps

Accomplishments (for previous two weeks)

- Site pushed to production

Planned for Next Two Weeks

- N/A

Open Issues

- N/A

20 COL – Sports Arena Desktop Support Implementation

Project Description	☒ On Target ☐ Concern ☐ Warning
IT Project Manager: David Contreras	**Business Project Owner: Joe Furin**
Start Date: 10/24/2013	**Target Completion Date: 2/15/2014**COMPLETE****

The Coliseum/Sports Arena would like ASIT to implement a desktop support infrastructure utilizing the ASIT Service desk.

This will include training for current Coliseum IT staff as technicians in the ASIT Service Desk application.

Accomplishments (for previous two weeks)

- Training for Coliseum IT staff in use of the ASIT Service Desk application.
- Scheduling of ASIT Service Desk road show/training at Coliseum/Sports Arena.
- Determine go-live date. Tentatively set for 02/03/2014.

Planned for Next Two Week

- N/A

Open Issues

- N/A

21 HR – KRONOS Meal Break Attestation System Upgrade (7.0)

Project Description	☒ On Target ☐ Concern ☐ Warning
IT Project Manager: Ruben Khudaverdyan	**Business Project Owner: Barb Sladeck**
Start Date: 11/1/2012	**Target Completion Date**: Q2**COMPLETE**

The University has made policy changes to the way USC handles and reports meal break violations. In order to comply with the policies Auxiliary Services will need to make changes to the way the KRONOS timekeeping system tracks these items.

The KRONOS 6.1 upgrade contains functionality that will make AS compliant with University policy. The scope of this project is to upgrade the AS KRONOS to include the meal break attestation functionality

Accomplishments (for previous two weeks)

- Functionality testing by AS Payroll Department.
- Update Auxiliary Services Kronos Clocks with specs provided by Kronos team
- Update Auxiliary Services web users with new version of Java provided by the Kronos team
- Update Auxiliary Services Kronos Clocks with specs provided by Kronos team
- Kronos team has implemented SP to address the latest release of Java application

Planned for Next Two Week

- N/A

Open Issues

- N/A

22 COL – Coliseum USCard Interface Implementation

Project Description	☒ **On Target** ☐ **Concern** ☐ **Warning**
IT Project Manager: Ruben Khudaverdyan	**Business Project Owner: Joe Furin**
Start Date: 9/18/2013	**Target Completion Date: 12/18/2013**ON HOLD****

The Auxiliary Services organization has been assigned operational responsibility for the Los Angeles Memorial Coliseum and Sports Arena. Auxiliary Services has awarded the hospitality concession contract to Legends food service.

The purpose of this project is to work with USC card services (USCard) and Legends to implement an USCard (blackboard transact) interface that will allow USCard to be accepted as a tender type for all POS stations.

Accomplishments (for previous two weeks)

- Initiated Project

Planned for Next Two Week

- Project Kickoff Planning

Open Issues

- N/A

23 HSP – Catering Website Phase II

Project Description	☐ On Target	☐ Concern	☒ Warning

IT Project Manager: Ruben Khudaverdyan	**Business Project Owner: Erika Chesley**
Start Date: 8/15/2012	**Target Completion Date: **ON HOLD****

The purpose of this project is to replace the current Room Service website with a new site that conforms to current design guidelines and provides Catering Services a more complete system with more accurate reporting. The current Room Service operation is managed through a third party service provider. While the services from that provider are adequate, they are also cumbersome, inefficient, and extermely labor-intensive.

A major component of the new system wll be the ability for customers to pay for an order at the time the order is placed rather than relying on Room Service delivery staff to collect payment on delivery.

This project will be broken to 2 phases.
Phase I: Design, program and launch the website with only Internal Requisition and cash as available tenders.

Phase II: Validate PCI Certification, implement according to PCI-DSS-PA Standards and enable processing of credit cards.

Accomplishments (for previous two weeks)

- Launch Phase I
- Gather PCI related information
- Validate CaterTrax HOP solution
- Request 3rd party processor (Mercury Solutions) Report on Compliance Report (ROC)
- Schedule a conference call with USC/Mercury/CaterTrax and resolve outstanding issues.

Planned for Next Two Week

- USC Purchasing/Legal Review
- Sign-off

Open Issues

- N/A

24 HSP – Agilysys POS System Upgrade

Project Description	☒ **On Target** ☐ **Concern** ☐ **Warning**
IT Project Manager: Ruben Khudaverdyan	**Business Project Owner: Kris Klinger**
Start Date: 11/1/2012	**Target Completion Date: **ON HOLD****

In 2012 Ernst and Young performed a Hospitality audit in which they noted that there were reporting errors in the Agilysys reports that leaves management unable to accurately analyze discounts, rebates, and voids information by employee to assess any trends/anomalies. The purpose of this project is to work with Agilysys to implement the necessary POS application changes that will correctly report the information produced in these reports.

Agilysys has reported to Auxiliary Services that the latest release of their software will correct these issues. The purpose of this project is to work with Agilysys to implement and test the latest Agilysys software upgrade.

Accomplishments (for previous two weeks)

- Discuss server upgrade and migration to USC VM PCI Cluster

Planned for Next Two Week

- Distribute Server requirements to ITS and discuss installation timeline

Open Issues

- ITS has not provided a timeline of the cluster availability. 4.4 Release does not support MS Server 2012 and the upcoming release 4.5 support that option. In addition, Agilysys proposed to upgrade the current version 4.1.6R2 to 4.3 which offers components for Operations and PCI add-on's as well. AS IT will be following up on the release notes.

25 ASCIT – Arc-Sight Log Depository Implementation

Project Description	☒ **On Target** ☐ **Concern** ☐ **Warning**
IT Project Manager: Sal Manzo	**Business Project Owner: Frank Juarez**
Start Date: 2/1/12	**Target Completion Date: **ON HOLD****

Implement System Log archival solution for Auxiliary Services.

Arc-Sight will allow the storage of system logs for both archival and troubleshooting purposes. This will transfer the storage requirements from each local server/resource to a central depository.

Accomplishments (for previous two weeks)

- Project is on Hold

Planned for Next Two Week

- N/A

Open Issues

- Confirmation of access to view logs for devices directly feeding data to ArcSight Logger.
- Confirmation of ability to create alerting triggers.

26 TSP – Flex/AIS Integration for Internal Requisitions

Project Description	☒ **On Target** ☐ **Concern** ☐ **Warning**
IT Project Manager: Todd Bloss	**Business Project Owner: Noel Aguilar**
Start Date: 6/1/2009	**Target Completion Date: **ON HOLD****

When parking permits are issued against interdepartment requisitions, the posting to both AIS and Flex is manual and managed separately. When permits are sold via payroll deductions or discretionary accounts, the process has been automated. Processing of permit sales by requisition needs to be automated in the same way as payroll and descretionary.

Accomplishments (for previous two weeks)

- Project is still on current hold.
- T2 upgrade to ver. 7.2 Completed.

Planned for Next Two Week

- N/A

Open Issues

- Project in place, but on hold until mid-October.

27 Archived Project Summary

Priority	Project Name	Requestor	Description
N/P	HSP – Expand URBNMRKT Landing Page to Website	Hilary Cooper	Expand the existing single landing page for URNBMRKT into a complete, standalone website.
N/P	ADM – Automate Payroll Feed from Payroll to Accounting	Dave Racewicz	Automate the process so the feed from AIS is automatically converted into the data HR, the Controllers, and the Directors can use.
N/P	BKS – Sales Tax Table Integration Project	Karen Calvo	The ability to modify the backend so the process will update the sales tax according to shipper's zip code for the states we can collect sales tax.
N/P	AS HR – Automate Flow for Defensive Driving	Brooke Eggleston	Automate the process with ClarityNet
N/P	BKS – Mobile Applications for USC Bookstores	Dan Archer	Develop one or more applications using mobile technologies
N/P	SS – AUX Asset Management	Mark Ewalt	Implement asset tracking solution
N/P	HSP – Delphi CC Safeguard	Erika Chesley	**Protect** against unauthorized access or use of records or information which could result in harm or inconvenience to customer.
N/P	HSP – Web Online Ordering Application	Kris Klinger	Online Ordering Application
N/P	TSP – Interactive displays at UPC Bus Stops	Michelle Garcia	Implement KIOSKs at selected bus stops displaying bus route information
N/P	Create/Update Commencement Website	Mark Ewalt	Create a new website or update the bookstore website to streamline ordering from Herf Jones for Commencement